

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
WORK SESSION
May 30, 2023 – 2:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

The meeting was called to order by Chairman Ken Confalone at 2:00pm.

In attendance – Board Members: Chairman Ken Confalone, Robyn Rowe, Tom Durange; Town Staff: Bryan Lightner, Mary Culver (via Zoom); Public: Don Hess; Via Zoom: David Dahlstrom (Maryland Department of Planning).

This meeting is being held as a work session, to which no public comment is taken.

GENERAL DISCUSSION

Developing Design Regulations for the C1 and RR Zoning Districts

Mr. Lightner stated that the Town's current comprehensive plan from 2012 says that the Town can consider developing design regulations for the C1 and RR zoning districts. He suggested that the Board put together recommendations for the Town Commissioners to adopt, as we've had recent interest in commercial development and should have more detailed regulations in place to help maintain the Town's historic character.

Mr. Confalone asked if there's a difference between commercial and local commercial. He stated that the Town's commercial regulations are specifically written for Town residents, and questioned if we should have a district that's specifically for higher intensity commercial zoning. The current regulations for C1 state, "the purpose of the C1 district is for daily shopping and business needs of nearby residences, which may include personal services to service the needs of the local population." Mr. Dahlstrom said that "local" typically is used for nearby retail areas, for example, and descriptions, such as low, medium, or high intensity use, can be added to be specific about what's allowed in certain commercial zoning districts. Small businesses, such as hardware stores and nail salons, would be considered low use, but larger businesses, such as Walmart, would be high intensity use. Mr. Lightner stated that the Town's code currently has a list of permissible uses for each zoning district, which Mr. Dahlstrom said can be updated to include specifics about what types of businesses are allowed or not allowed in those districts. It was discussed that if the Town wanted to allow a permitted use, the Board should consider including manufacturing in the code; however, Mr. Dahlstrom stated that manufacturing is typically within high industrial areas, but could be allowed in a commercial zone. He stated that if the Town wanted to allow manufacturing, just like any other permitted use, the code would need to specify if loud noises or noxious smells, for example, are permitted, and at what level. Mr. Lightner added that the code isn't going to have every permissible use listed, but that it should have a set of guidelines for approval by the Board of Appeals.

Mr. Dahlstrom reviewed examples from Queen Anne's County, pertaining to design standards for each zoning district, including new neighborhoods. He said that Queen Anne's County has many commercial zones, which follow a main set of regulations, but each area may allow different uses.

This marks the end of General Discussion.

Due to this being a work session, no public comment was taken.

There being no further business, **Ms. Rowe motioned to adjourn the meeting at 3:30pm, seconded by Mr. Durange. Carried 3-0.**

Respectfully submitted,

Mary Culver, Office Manager