



**MINUTES OF
THE PLANNING AND ZONING COMMISSION
JANUARY 9, 2013**

I. Jeff LaBar called the meeting to order at 7:08 p.m. In attendance were, Dave Coull, Nancy Feuerle, Randy Getman, Megan Reiser, Tim Stafford. Commission Members. Chris Jakubiak, Planning and Zoning Administrator, Fran Addicott, Secretary and Kathy Johnson, Assistant Secretary Planning and Zoning. Absent was Eleanor Nelson, Commission Member.

II. Approval of the January 9, 2013 Planning and Zoning Agenda as written.

Chairman LaBar stated that a Chairman for the Planning and Zoning Commission hasn't been elected in over a year. Chairman LaBar went over the procedure and asked if anyone wanted to nominate a Chairman and if so it could be added to the agenda.

MOTION: Ms. Feuerle moved to approve the agenda as amended to add the election of a Chairman to the Planning & Zoning Commission. Seconded by Mr. Getman, all in favor.

III. Election of the Planning and Zoning Chairman.

MOTION: A motion was made to nominate Mr. LaBar for Planning and Zoning Chairman. Seconded by Mr. Stafford, all in favor.

IV. Approval of the December 12, 2012 minutes of the Planning and Zoning meeting.

MOTION: Mr. Getman made a motion to approve the minutes pending the changes to Item IV by adding Mr. Jakubiak's 5 recommended Conditions from his Memorandum dated December 12, 2012, and to Item V by adding all three Amendments for review. Seconded by Mr. Stafford. All in favor. All amendments will be made by the Planning and Zoning Secretary and copies will be forwarded to the Planning Commission when completed.

V. Review and Action on Minor Subdivision Plat: Applicant: George William Kerns (Revocable Trust) Location: 8317 D Street (intersection of D & 28th Streets)

Mr. Jakubiak opened up discussion for an approval of a Minor Subdivision Plat-Kerns Subdivision at the intersection of D and 28th Streets. The applicant is Mr. George Kerns (Revocable Trust). Mr John Hiley with Advanced Surveys was present to answer questions and seek to combine five non-conforming lots into two that conform with the lot dimension requirements of the Zoning Ordinance. The Planning Commission may approve the plat as is, or with conditions.

MOTION: On a motion made by Mr. Coull and seconded by Mr. Stafford and carried unanimously, the Planning Commission approved the final subdivision plat with the following conditions: that the setback lines required by town zoning be properly shown on the plat, that the County Health Department signature be affixed to the plat, and that the applicant provide six mylar and six blueprint copies of the final plat once the final plat has been signed by the Planning Commission Chairman.

VI. Review and Discussion of A Preliminary Draft of the Year 2012 Annual Report of The Planning and Zoning Commission.

Mr. Jakubiak summarized the procedure for the Annual Report, which State Law requires it to be done annually and due on July 1st

1. Document any changes in the development patterns and assess their consistencies with the Town's Comprehensive Plan and the Critical Area Program and the County's Comprehensive Plan and any other state wide type of planning program.
2. Document any measures or indicators related to growth & development.
3. Make recommendations for improving the Planning & Development process.

The plans, fees and procedures should be updated also.

PUBLIC COMMENT:

Gary Coldsmith: 8200 Elm Ln., Chesapeake Beach, MD

John Bacon: 8717 C. St., Chesapeake Beach, MD

Chairman LaBar will request the Annual Report be posted on the Town Website by June 30, 2013. Also, Chairman LaBar will meet with the Mayor and schedule a Work Session for the Town Council to review the Resolution of the Planning Commission to cover all three Amendments that were discussed.

There being no further business, the meeting adjourned at 8:20 pm. on a motion by Mr. Getman. Seconded by Mr. Feuerle, all in favor.

Submitted by,



Fran Addicott, Secretary