

**MINUTES OF THE ST. MARY'S COUNTY PLANNING COMMISSION MEETING
CHESAPEAKE BUILDING * LEONARDTOWN, MARYLAND
Monday, July 9, 2018**

Members present: Howard Thompson-Chair; Joseph VanKirk –Vice Chair; Martin Siebert, Hal Willard, Clarke Guy, Joseph Fazekas and Caroline King, Alternate

Absent: William Hall

Bill Hunt, Director; Kathleen Easley, Senior Planner; Sandie Greene, Recording Secretary; were present from the Department of Land Use and Growth Management.

David Weiskopf, Acting County Attorney, Bob Kelly, Chief Information Officer; and Sharon Ferris, Administrative Assistant to the Commissioners of St. Mary's County.

George A. Erichsen, Executive Director, St. Mary's County Metropolitan Commission

The meeting was called to order by Chair, Howard Thompson at approximately 6:30 p.m.

APPROVAL OF THE MINUTES

Commissioner King made a motion to approve the minutes of June 25, 2018 with the following corrections:

- 1. Add Commissioner Siebert's name to the "For" list on the motion for CONCEPT SITE PLAN # 14-13200016, RACE-N-IN.*
- 2. Remove "The motion passed unanimously "on the motion CONCEPT SITE PLAN# 14-13200016, RACE-N-IN.*

The actual vote for CONCEPT SITE PLAN# 14-13200016, RACE-N-IN was:

*For- Commissioners: Hall, Siebert, VanKirk, Willard and Thompson
Against- Commissioner King
Abstain- Commissioner Fazekas*

Commissioner Van Kirk seconded. The motion passed unanimously.

PUBLIC HEARING

Comprehensive Water and Sewerage Plan (CWSP) 2017 Update

Presenter: Kathleen Easley, Senior Planner, Land Use Growth Management and George A. Erichsen, Executive Director, St. Mary's County Metropolitan Commission

In a memo sent to the Planning Commission on June 12, 2018, the Planning Commission was advised of the following to be discussed at the July 9, 2018 Planning Commission meeting.

Chapter 113 of the St. Mary's County Code was amended in 2011 to require the St. Mary's County Comprehensive Water and Sewerage Plan (CWSP) be amended annually to incorporate the approved Capital Improvement Budget (CIB) of the St. Mary's County Metropolitan Commission (MetCom). The FY2018-2023 CIB, as amended, is proposed to be incorporated into Tables 3-4 and 4-5 of the CWSP. In addition, to address comments from the Maryland Department, Table 3-2 regarding water appropriation permits is proposed to be updated and arsenic remediation language is to be added to Chapter 3.

Attachments:

1. Revised Table 3-4 MetCom FY2018-2023 CIB (Water) page III-24 in CWSP
2. Revised Table 4-5 MetCom FY2018-2023 CIB (Sewer) page IV-23 in CWSP
3. Revised Table 3-2 Inventory of Existing Community (Water) System Appropriations pages III-21 to III-22 in CWSP
4. Text amendment regarding arsenic remediation to be inserted in Chapter 3.

Action requested of the Planning Commission:

1. Conduct a public hearing.
2. Forward a recommendation to the Commissioners of St. Mary's County.

Exhibit 1- Proof of Public Hearing

Exhibit 2- Staff Report

Exhibit 3- Comprehensive Water and Sewerage Plan Resolution 2018-03

George A. Erichsen, Executive Director, St. Mary's County Metropolitan Commission (METCOM) accepted questions from the Planning Commission and the Public.

Commissioner Willard asked for clarification on the arsenic in the water. Mr. Erichsen stated that the different areas around the County have different levels. The levels are watched closely and the newer wells are dug much deeper at 900 feet deep.

Mr. Erichsen discussed the Capital Budget process with METCOM and the St. Clements Shores and it's failing septic systems. The opportunities to assist the residents are growing for the 34 residents who are currently in need.

Mr. Erichsen will send Bill Hunt, Director of Land Use and Growth Management a summary of a one page synopsis of the new legislation effective October 1, 2018.

Public Testimony: None

Commissioner Guy made the motion: In the matter of the Comprehensive Water and Sewerage Plan (CWSP) 2017 Update: having accepted the public hearing staff report dated June 12, 2018, and having held a public hearing on proposed amendments to the CWSP, and having made findings of adequacy with respect to the objectives and policies of the CWSP as required by the Environment Article of the Maryland Annotated Code, and of the St. Mary's County Code, and of consistency with the St. Mary's County Comprehensive Plan, I move that the Planning Commission adopt a resolution to approve and recommend to the Commissioners of St. Mary's County that the CWSP 2017 Update be adopted and that the CWSP be amended to incorporate the revised tables and text of Attachments 1-4 of said public hearing staff report; I further move that the Chair be authorized to sign the resolution on behalf of the Planning Commission and transmit it(document) to the Commissioners of St. Mary's County.

Commissioner Willard seconded. The motion passed unanimously.

DISCUSSION

1. BoardDocs review, presented by the Office of the County Administrator

Presenter: Bob Kelly, Chief Information Officer

Exhibit 1: A slide show presentation depicting the use of Board Docs for the Commission.

Mr. Kelly presented the use of the Board Docs for the Commissions Web based Agenda Management\Publicly accessible application. Board Docs will allow the internal routing, approval and tracking which ensures accuracy and completeness of agenda items. Board Doc assists with the Counties compliance of Open Meetings and Public Notice Legal requirements, providing adherence to the current Retention Schedule Policies.

Commissioner Thompson made the request of Bill Hunt to place the Board Docs incorporation on a future agenda item. He also requested that Bob Kelly be available at this meeting to answer questions.

2. Planning Commission Annual Report to the Maryland Department of Planning (MDP)

Presenter: Kathleen Easley, Senior, Planner of the Department of Land Use and Growth Management presented the Annual 2017 report to Planning Commission.

Ms. Easley stated the report once approved will be found on the St. Mary's County website.

Attachments:

1. Annual Report Worksheet
2. Population Estimates and Projections by Election Districts
3. Annual Report cover letter from The Planning Commission to the Commissioners of St. Mary's

The Planning Commission agreed to allow Howard Thompson, Chair sign the letter presenting the report to the Commissioners of St. Mary's County.

3. Lexington Park Development District Master Plan - Briefing to the Planning Commission on amendments to the zoning maps and zoning text for the Lexington Park Development District.

Presenter: Kathleen Easley reported on the Lexington Park Development District Master Plan updates. Land Use and Growth Management staff and Geographic Information Systems (GIS) staff have been working together to verify the proposed zoning designations are correct and correlate with the land use designations. The proposed zoning map layer is available for viewing on the county website:
<https://stmarysmd.maps.arcgis.com>.

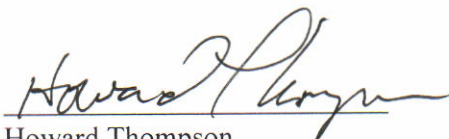
Along with the review of the zoning maps, Articles 3, 4, 5, and 6 of the Comprehensive Zoning Ordinance (CZO) are proposed to be amended to incorporate new zoning districts and remove some existing zoning districts. Proposed text amendments are also available on LUGM web page:
<http://www.co.saint-marys.md.us/lugm/LPDD.asp>.

ADJOURNMENT

A motion to adjourn was made at 7:45 p.m. by Commissioner Guy. Commissioner VanKirk seconded. The motion passed unanimously.

Approved in open session:

July 23, 2018



Howard Thompson
Chairman



Sandie Greene
Recording Secretary