**06/15/2021**

**Planning & Zoning Meeting 7 PM**

In attendance: Terri Sprouse, Bill Schaffner, Cheryl Jones, & Crystal Anders (full board). Town Hall staff, Town Clerk Tammy Kelledes, Planning & Zoning & Codes Enforcement Jaime Fowler, Mayor Kevin Reichart, Town Planner Scott Koenig. From the public, Mike & Mary Baker.

Cheryl opened the meeting @ 7 p.m..

Reviewed the 05/18/2021 PZ Minutes. Cheryl gave Jaime a couple of changes to be made. Bill made motion, and Terri seconded it to approve the minutes.

Cheryl stated that Ken will come on ZOOM at 7:15 p.m. to present his project.

**Updates: Baldwin**

Scott Koenig: They’ve been going back and forth on the plat and have addressed almost all of the issues. The property lines are where they expect them to be. He mentioned that Town Attorney Lyndsey Ryan had said in an email to not adapt the final plat yet because the Public Works (PW) agreement expired a few years ago. Those documents need to be approved before doing the final plat approval. It is at a total of 124 lots as of now. The plat is 95% done according to Scott. Cheryl asked if the sidewalks are shown on the plat yet? Scott replied no and along with the curb it is not shown on these yet. She asked how do we guarantee that they will be there? Scott said to make it part of the motion that they are incorporated into these drawings. Terri said that she thinks they are working in the right direction but not 100% there yet. But she motions to approve with the conditions that were discussed. Bill asked about sidewalks between Kinnamon Ave and Cedar Ln. Scott said they can make a condition that sidewalks are included on all public streets. Crystal agreed with Scott as that will cover more. Terri made motion to approve the preliminary plat with the changes, attorney comments and consultant comments. Bill seconded it. Preliminary plat approved.

**Ken Nyczaj South Main**

Patrick Cozadd (Ken’s business partner) was on Zoom in lieu of Ken Nyczaj. Cheryl started by stating that her sister owns the property @ 112 South Main Street so she would have to recuse herself from any discussion on the property located next to it because they share a driveway. Patrick introduced himself from KLC Investments and how they specialize in older neglected buildings in downtown areas. They have been doing work in downtown Centreville and Betterton. He explained his thoughts for the properties at 106 & 108 and the possibility of merging the two or sub-dividing the lots; to create eight studio apartments and parking spaces. Ken sent some drawings that Jaime provided to the board earlier. They plan to use energy efficient materials for the apartments. They also would try to maintain the Historical look of the buildings.

Cheryl brought up commercial zoning and critical area. Jaime explained that she had reached out to Ann at the state who does critical area with some of the questions Ken had. Cheryl suggested Ken reach out to Scott our town planner moving forward. Bill made mention of the comprehensive plan and Terri asked how extensive are the renovations going to be. Terri asked if they will need permits. Patrick explained 108 would need extensive renovations and that 106 is more structurally sound. He discussed what they have been doing in Betterton & Centreville MD. Moving on to the property at 110, Patrick explained there is a garage in the back yard of the property. He thinks they may need to talk to the Town planner/consultant about this as well but they were thinking of doing two new apartments in the garage. Crystal agreed about using the consultant and Terri added that the lot is much larger there. Crystal asked if they were just thinking studio sized apartments? Patrick said yes, but also open to ideas. It would be targeting no families.

Cheryl asked the board what they would like to see. Crystal said a face lift would be nice but to take away from families for individuals doesn’t exactly seem right. Town Clerk Kelledes brought up how Ken is also familiar with the Main Street grants. Crystal said we need to look at both sides of the coin. Cheryl wanted to throw out there that we don’t have a lot of commercial businesses in downtown. Patrick stated that was discussed on the 108 property and they would consider commercial on the bottom and apartments on the top. Patrick asked again about the 110 approvals and Cheryl said it needed to be discussed with the consultant/planner to try to figure out ideas. Cheryl’s daughter asked about the driveway use since it would be shared between 106 & 108. Patrick said they could work with each other on more parking, etc. and they are open to a conversation about it. Crystal also said to make note that they cannot rely on public parking.

**Future Dates/Events**

PZ Conference in Solomons, MD – October 26-27, 2021.

**Adjournment**

Bill made motion to adjourn the meeting and Crystal seconded it. All in favor.

Meeting closed @ 7:59 PM.

Respectfully prepared by,

Jaime Fowler