



## PLANNING COMMISSION MEETING

**Minutes of December 10, 2018 6:00 p.m.  
County Commissioners Meeting Room  
La Plata, Maryland 20646**

The Charles County Planning Commission held its regularly scheduled meeting on Monday, December 10, 2018 at 6:00 p.m. in the Charles County Government Building, La Plata, Maryland.

### **The following persons were present:**

Angela Sherard, Chairman  
Gilbert "Buddy" Bowling, Vice Chairman  
Rosemin Daya, Secretary  
Wayne Magoon  
Vicki Marckel  
Nancy Schertler  
Rick Viohl  
Elizabeth Theobalds, Deputy County Attorney  
Jason Groth, Planning Director  
John Mudd, Assistant Chief  
Heather Kelley, Program Manager  
Ben Yeckley, Planner II  
Melissa Hively, Clerk

### **1. Call to Order:**

The Chairman called the meeting to order at 6:04 p.m. in the Commissioners Meeting Room with seven (7) members in attendance.

### **2. Approval of the Agenda:**

The **MOTION** was made by Mr. Bowling, and **SECONDED** by Mr. Magoon, to approve the Agenda. The vote was unanimous, and the **MOTION** passed.

### **3. Approval of the Minutes:**

#### **1. October 29, 2018 Meeting Minutes**

Ms. Sherard called for a vote to approve the October 29, 2018 meeting minutes because the vote taken at the November 2018 meeting did not have the participation of a quorum of members present at the October meeting. Mr. Bowling and Ms. Schertler abstained from voting as neither had been present during the October 29, 2018 meeting. A **MOTION** was made by Mr. Magoon, and **SECONDED** by Mr. Viohl, to approve the October 29, 2018 minutes. The vote of the remaining five members was unanimous, and the **MOTION** passed.

## 2. **November 19, 2018 Meeting Minutes**

Ms. Daya, Mr. Magoon, and Ms. Marckel announced that they would each be abstaining from voting as neither had been present during the November 19, 2018 meeting. A **MOTION** was made by Mr. Bowling, and **SECONDED** by Ms. Schertler, to approve the November 19, 2018 minutes. The vote of the remaining four members was unanimous, and the **MOTION** passed.

## 4. **Chairman's Comments:**

None

## 5. **Personal Appearances:**

None

## 6. **Public Hearings:**

None

## 7. **Public Meeting:**

### 1. **Town Center South, DRRA Amendment #4**

Prior to the staff presentation, Mr. Bowling announced that he would recuse himself from this agenda item. Staff then presented an overview of the proposed amendment. After the staff presentation, the planning commission asked several questions. Next, the applicant appeared and offered to address any additional questions the planning commission may have. There were no additional questions. A **MOTION** was made by Ms. Schertler, and **SECONDED** by Mr. Magoon, to find the amendment consistent with the Comprehensive Plan and to recommend approval to the County Commissioners. The vote was unanimous, and the **MOTION** passed.

### 2. **Highlands Neighborhood, CSP #18-0003**

Staff presented an overview of the concept plan for the proposed project. After the staff presentation, the planning commission asked several questions. Next, the applicant appeared and addressed several questions posed by the planning commission. No one from the public signed up to comment on the proposed conceptual plan. The procedure for the concept plan presentation would require staff to provide a notice summarizing the public comments. However, since there were no public comments, PGM will send the applicant a letter stating that they can submit their preliminary subdivision plan.

## 8. **Work Session:**

### 1. **Waldorf Station, GDP #00-007**

The staff presented an overview of the proposed amendment to the general development plan. Ms. Kelley reported that no additional written comments were received during the additional thirty (30) days that the record was held open. After the staff presentation, the

planning commission asked several questions. A **MOTION** was made by Ms. Schertler, and **SECONDED** by Mr. Magoon, to approve the amendment. The vote was unanimous, and the **MOTION** passed.

## 2. **PC Rules and Procedures**

After a brief discussion, the planning commission agreed on several minor revisions to the proposed updated Planning Commission Rules and Procedures. A **MOTION** was made by Mr. Bowling, and **SECONDED** by Ms. Marckel, to adopt the PC Rules and Procedures with the revisions presented. The vote was unanimous, and the **MOTION** passed. The new PC Rules and Procedures will go into effect January 1, 2019.

## 9. **Unfinished Business:**

None

## 10. **New Business:**

None

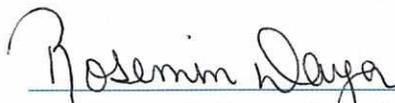
## 11. **Director's Report:**

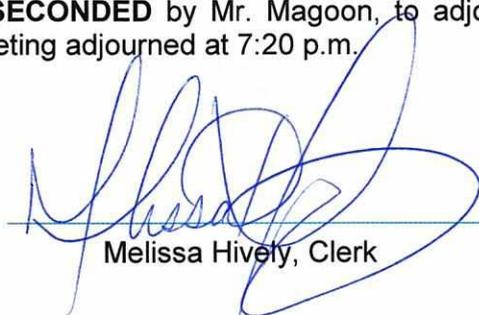
### 1. **Update on Zoning Ordinance Rewrite**

Mr. Groth presented an overview of the Charles County Zoning Ordinance rewrite. After the presentation, the planning commission asked several questions.

## 12. **Adjournment:**

A **MOTION** was made by Mr. Bowling, and **SECONDED** by Mr. Magoon, to adjourn the meeting. The vote was unanimous, and the meeting adjourned at 7:20 p.m.

  
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Rosemin Daya, Secretary

  
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Melissa Hively, Clerk