



PLANNING COMMISSION MEETING

**Minutes of March 4, 2024, 6:00 p.m.
Hybrid (Virtual & In-Person)
La Plata, Maryland 20646**

The Charles County Planning Commission held its regularly scheduled meeting both in-person at the County Government Building and virtually via Microsoft Teams on Monday, March 4, 2024 at 6:00 p.m.

The following persons were present:

Kevin Wedding, Chair
William Murray, Vice Chair
Dawud Abdur-Rahman, Secretary
Denard Earl
Jeffrey Bossart
Semia Hackett
Elizabeth Theobalds, Deputy County Attorney
Charles Rice, AICP, Planning Director
Cathy Thompson, AICP, Assistant Chief of Planning
Cyndi Bilbra, Planning Supervisor
Joel Binkley, AICP, Planning Supervisor
Kirby Blass, Planner III
Amy Brackett, Clerk

Not Present: Maya Coleman

1. Call to Order:

The meeting was called to order at 6:01 p.m. with six (6) members in attendance.

2. Approval of the Agenda:

A **MOTION** was made by Mr. Murray to approve the agenda, which was **SECONDED** by Mr. Bossart.

Mr. Dawud Abdur Rahman announced that he would not be voting on the approval of the February 5, 2024 minutes as he did not attend that meeting.

The vote was unanimous, and the **MOTION** passed.

3. Approval of the Minutes:

3.a Amended January 22, 2024 Meeting Minutes

A **MOTION** was made by Mr. Murray to accept and approve the amended minutes as presented, and to incorporate as an attachment the Summary of the Planning Commission Decisions made by the Planning Commission on January 22, 2024. The **MOTION** was **SECONDED** by Mr. Bossart. The vote was unanimous, and the **MOTION** passed.

3.b February 5, 2024 Meeting Minutes

A **MOTION** was made by Mr. Murray to accept and approve the minutes as presented, which was **SECONDED** by Mr. Bossart. The vote was unanimous, and the **MOTION** passed.

4. Chairman’s Comments:

None

5. Personal Appearances:

None

6. Public Hearing:

6.a Zoning Map Amendment (ZMA) #23-03, Martin Knapp Properties

Staff introduced a proposed Zoning Map Amendment (ZMA). Next, the Applicant and their representative presented their request and made themselves available to answer questions from the Planning Commission. The Planning Commission asked the Applicant and their representative several questions.

Due to technical difficulties, a brief recess was called at 6:38 p.m. and the meeting resumed at 6:46 p.m. with six (6) members in attendance.

There were no comments from the public.

A **MOTION** was made by Mr. Murray to close the Public Hearing, which was **SECONDED** by Mr. Earl. The vote was unanimous, and the **MOTION** passed.

A **MOTION** was made by Mr. Murray to close the record and go into a Work Session, which was **SECONDED** by Mr. Earl. The vote was unanimous, and the **MOTION** passed.

Mr. Murray made a **MOTION** that the Planning Commission forward a recommendation of approval, based upon a change in the neighborhood and the concurrence of staff as noted in the Staff Report. The **MOTION** was **SECONDED** by Mr. Bossart.

After a brief discussion, Mr. Murray amended his **MOTION** to add the time-sensitive nature of the parcel being designated as a Qualified Census Tract as being another deciding factor for approval. The **MOTION** was **SECONDED** by Mr. Earl. The vote was unanimous, and the **MOTION** passed.

7. Public Meeting:

None

8. Work Session:

None

9. Unfinished Business:

None

10. New Business:

10.a Review of the Fiscal Year 2025-29 Requested Capital Improvement Program

Staff presented the annual review of the Capital Improvement Program (CIP). The Planning Commission asked several questions regarding the Planning Commission's role in the process and requested additional information regarding the nature of the projects, estimated cost of the projects, selection process, and how the level of consistency with the comprehensive plan is determined for projects. The discussion on this item will be resumed at the next Planning Commission meeting to enable staff time to gather the information requested.

10.b Poll of Planning Commission members for any new business.

The Clerk polled the Planning Commission Members for any new business.

Mr. Abdur-Rahman, noting that the 2016 Comprehensive Plan expires in two years, inquired on when the process would begin on the development of the new plan. Staff answered that a Request for Proposal is currently being drafted and stated that the goal was to begin the process in a timely fashion as the plan does not have an expiration date.

11. Director's Report:


Mr. Rice had no comments.

12. Adjournment:

A **MOTION** was made by Mr. Murray to adjourn the meeting, which was **SECONDED** by Mr. Bossart. The vote was unanimous, and the **MOTION** passed. The meeting adjourned at 7:52 p.m.


Kevin B. Wedding (Mar 22, 2024 20:03 EDT)

Kevin Wedding, Chair



Amy Brackett, Clerk

Attached and incorporated herein: March 4, 2024 Summary of Planning Commission Decisions



Charles County Planning Commission

200 Baltimore Street, La Plata, MD 20646
301-645-0692

Kevin Wedding
Chair

William Murray
Vice Chair

Dawud Abdur-Rahman
Secretary

Summary of Planning Commission Decisions

March 4, 2024

Item: **6.a Zoning Map Amendment (ZMA) #23-03, Martin Knapp Properties**

The Planning Commission recommended approval of the proposed Amendment to the County Commissioners.

Factors considered in reaching the decision were as follows:

- The change in character of the neighborhood since it was Zoned in 1992.
- The existence of the Qualified Census Tract designation and the time sensitivity of the designation.
- The nature of the detailed analysis provided in the Staff Report.

Kevin B. Wedding
Kevin B. Wedding (Mar 22, 2024 20:03 EDT)
Kevin Wedding, Chair

Amy Brackett
Amy Brackett, Clerk