**Meeting Minutes of Planning Commission**

**Town of Laytonsville**

**September 28, 2023**

Chair Wenger called the meeting of the Planning Commission to order at 7:36 p.m. Members Brian Kline, Obed Pellegrino, Tom Jackson, and Brendan Deyo were present. Town Clerk Mary Burke, Mayor Charles Hendricks and two citizens were also present.

The minutes of the Planning Commission meeting on June 29, 2023, were approved as submitted.

Member Kline took an Oath of Office for his one-year term as Vice Chair.

**Hope Builders**: Chair Wenger stated that we have not received any updates from them, so it remains in limbo. Mayor Hendricks asked about the reforestation requirements. Chair Wenger informed Hope Builders that this was part of the process. Member Kline questioned if they wouldn’t get a permit without adhering to the reforestation requirements. Chair Wenger said that there is a long way to go in the permit process, and that it isn’t as easy as it looks.

**Comprehensive Plan Review**:

Chair Wenger said that this is something we want to have the citizens participating in. Can we get a survey, or some other type of communication, sent to the citizens? It would need to include all the elements and should be done soon. Member Deyo said that he would work with the Town Clerk on how best to do this. Member Deyo would like to communicate what our vision is and what a Comprehensive Plan is, and how it fits into the state and the town. Mayor Hendricks asked if this would be a citizen review of the current Comprehensive Plan. Chair Wenger answered yes and said it would be up to the Planning Commission to act on their comments. Member Deyo stated that he would like to have the comments from the citizens available at the start of the process. Mayor Hendricks would like to see a letter sent to the citizens of the town.

1. **Water Resource Element** (Member Deyo): No update at this time.
2. **Land Use Element** (Member Kline): Annexation and Expansion needs to be defined within the Comprehensive Plan. People can come to the Town asking to be annexed, but it must fall within the definitions in the Comprehensive Plan. Member Deyo asked about the property needed for the bypass. Mayor Hendricks stated that the Town map shows all bypass property within the Town of Laytonsville Boundaries. Commercial property is limited within the Town, and septic limits what can be done.
3. **Water Element** (Members Deyo and Kline): Setting up for sewer is the most important aspect of this element. The center of Town is vulnerable. It is necessary for a viable and vibrant Laytonsville. This needs to be done in a very thoughtful way. Note that failing septic systems harm the environment. Member Kline asked who took the time to clean up the current Comprehensive Plan document when it was written. It was Member Deyo and Dave Preusch. Once the rules were changed, a consultant was hired. Chair Wenger said that we will need to hire a consultant again to get the document to comply with the Montgomery County format. He also stated that there will be a need to have our engineer create a new map with the proposed sewer.
4. **Implementation Element** (Chair Wenger): A lot of the verbiage needs to be changed and updated. There also needs to be a review of the goals and objectives of the Historic District. There are a lot of details that need to be gone through.
5. **Transportation Element** (Member Jackson) The current areas that we need to think about are promoting sidewalk connections to improve pedestrian access and safety, traffic calming devices, and to maintain our walkable community. Chair Wenger said the walkable community is one of the best things that came out of a citizen’s advisory board years ago, and we want to keep working on that. Member Jackson then mentioned future things to think about are bike paths, EV charging stations, and continuing with building the bypass.

Chair Wenger thanked everyone for their participation. Mayor Hendricks suggested that the Planning Commission meet more frequently to work on the Comprehensive Plan Review.

Member Kline made a motion to adjourn the meeting at 9:18, Member Deyo seconded the motion, and all were in favor.

Respectfully submitted,

Mary Burke, Town Clerk

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