**Meeting Minutes of Planning Commission**

**Town of Laytonsville**

**June 23, 2022**

Chair Wenger called the meeting of the Planning Commission to order at 7:36 p.m. Members Brian Kline, Obed Pellegrino, Brendan Deyo, and Tim Shortley were present. Assistant Clerk Joy Jackson, Historic District Commission Chair Charles Hendricks, and Stephen Crum of Macris, Hendricks and Glascock were also present.

The minutes of the Planning Commission meeting on March 24, 2022, were approved as submitted.

**Laytonsville Grove Being Readied for Turnover to the Town:** Chair Wenger said there appear to be some outstanding items and expects the Laytonsville Grove subdivision may not be turned over until the fall. In response to Member Kline’s question, Chair Wenger said some outstanding items may include issues with trees, bioswales and temporary fencing.

**Town Maps:** Chair Wenger introduced Stephen Crum of Macris, Hendricks, and Glascock. Mr. Crum shared the Walkable Community map. The map distinguishes hard surface walks from natural surface trails. Member Deyo asked if there is a legal connotation associated with hard surfaces versus paths versus trails. There was discussion regarding the increased use of motorbikes throughout the town. Mr. Crum said he would do some research on state law to see if there is anything that gives status to the terminology used. Member Kline suggested differentiating concrete from asphalt as the town is not required to clear snow from asphalt walks. Chair Wenger noted the map shows the original alignment for the natural trail from Miller Park to Barberry Lane. Charles Hendricks said the asphalt path from Barberry Lane to the back field of Laytonsville Elementary School is missing. Mr. Crum said he would get these items corrected. Mr. Crum reviewed the corrected Land Use Plan map. He said the map has been corrected to use the terminology that is for land use not zoning. The legend has the following categories: agricultural, low-density residential, commercial, and institutional. Chair Wenger explained this map is correcting the land use back to 2014. Mr. Hendricks asked why some lots are shown as residential and others are shown as institutional. Mr. Crum said the Land Use Plan is a tool that the Town Council and Planning Commission uses to plan for future development. Mr. Crum shared the Zoning Map which he said is still in progress to show the zones that were in existence in 2014. Mr. Crum explained that a proposed Land Use map and a proposed Zoning map will be presented as part of the next Comprehensive Plan process. Member Kline offered to pick up the maps from Mr. Crum when they are completed.

**Old Business:**

**Comprehensive Plan Review 2024:** Chair Wenger stated the importance of beginning the Comprehensive Plan review. He said all members need to begin reviewing the current plan which is available on the town website. Chair Wenger highlighted some of the elements including transportation, water resources and municipal growth. He emphasized the Comprehensive Plan is very important in planning for the future of the town. Member Deyo inquired about new requirements from the state. Chair Wenger there are new requirements, and he will forward training opportunities to the members of the Planning Commission.

**Future Infrastructure, Process to Bring WSSC Sewer to Laytonsville Update:** Member Kline said there has been a delay in getting support for initiating a meeting with the appropriate representative from Montgomery County. Chair Wenger suggested reaching out later in the summer to try and get a meeting scheduled in the fall. Member Kline offered to draft a letter on behalf of Mayor Ruspi which he would also copy to Chair Wenger and members of the Planning Commission.

**Members:**

Charles Hendricks, Chair Historic District Commission, inquired about timeline for public input on the Comprehensive Plan review. He also commented on the WSSC map of tiers for sewer service which appears to show they are more inclined to provide services to areas that have dense development. He suggested the town may want to consider options to address this as they plan for future development.

Chair Wenger said this is a good observation, but the first item of business is to speak with the appropriate representatives from Montgomery County.

Member Kline inquired about the status of the plan for development of the lot on Maple Knoll Drive.

Chair Wenger said there a number of items the owner needs to address and when the owner has completed his site development plan, he will need to present it to the Town Council.

**Adjourn:**

Member Kline made a motion to adjourn the meeting at 8:51p.m. Member Pellegrino seconded the motion. **Unanimously approved**

Respectfully submitted,

Joy Jackson

Assistant Clerk

June 23, 2022