**Meeting minutes of Planning Commission**

**Town of Laytonsville**

**March 25, 2021**

Chair Wenger called the meeting of the Planning Commission to order at 7:35 p.m... Members Brian Kline, Obed Pellegrino, Shannon Allcock, and Brenden Deyo were present. Secretary Charlene Dillingham, Mayor Ruspi, and Jill Ruspi were present. Steve Crum and Dave Post of Macris, Hendricks and Glascock (MHG) were also present.

The minutes of the Planning Commission Meeting on December 17, 2020, were approved as amended.

**New Business:** Chair Wenger discussed the request from Maryland Department of Planning (MDP) for response to the Generalized Zoning Project. Secretary Dillingham reported that the report had been submitted to MDP. Chair Wenger stated that a letter had been received requesting dues. This is something that no one was familiar with in prior years so it needs to be looked into further. Secretary Dillingham presented the MDP Annual report to the Commission. Member Deyo made a motion to approve the report for submission. Member Pellegrino seconded the motion. ***Unanimously approved.***

**Old Business:**

**Zoning maps** – Mr. Steve Crum and Mr. Dave Post of Macris, Hendricks and Glascock were present to review the changes discussed in the December meeting. After review, the following items were requested:

***Proposed Zoning map***

* *Add the block letter for the Laytonsville Preserve subdivision – Done*
* *Need to create an institution historic zoning category – will need to pass a zoning text amendment to adopt this zone. The zoning map will then be updated for parcel 150 and 550. Use red bars to show that the zoning is going to change. Once change is made – remove red bars.*
* *Parcels C&D on the north side of the by-pass – it was decided to leave it unzoned as it is future right of way*

***Land use***

* *Add the block letter for the Laytonsville Preserve subdivision – Done*
	+ *Laytonsville Grove – Parcels A & B – label as ‘Forest Conservation’ as Parcel C is*
	+ *Parcel 150 (firehouse) should be colored as Institutional Historic – shade grey*
	+ *Parcel 550 panhandle (near St. Paul Methodist church) should be Institutional Historic – shade grey*
	+ *Parcels C&D on the north side of the by-pass – the all-white colored area should be shaded as Agriculture*
	+ *Add the roundabout -*

***Sidewalk map***

* *Change legend and graphics to make sidewalks a color*
* *Differentiate concrete, asphalt or woodchip map*
* *This map shows existing paths and walkable community map shows proposed*
* *Change title to ‘Existing walkways’ and eliminate ‘working’*
* *Woodchip trail between Barberry Lane and Miller Park is completed.*
* *Woodchip trail between Birdie Lane and Sundown Park is not completed all the way through to the park. Jill Ruspi reports per conversation with MNCPPC that this trail goes to Town boundary but connection to parkland is unlikely.*
* *Need to send site plan showing path from Barberry Lane to Miller Park to MHG so that they can complete it on the map.*
* *Path around Jones Farm Pond should be included.*

There was discussion about creating a town atlas or road map which would show the roads and significant landmarks in town. There were many points of view and questions about what the requirements are. Chair Wenger stated this is a conversation that needed more discussion. He asked the members to think more about this map and be prepared to discuss it at the 2nd quarter meeting.

Mr. Crum indicated that the requested changes would be ready for review in the next 2 weeks.

Member Kline made a motion to adjourn the meeting at 8:56. Member Pellegrino seconded the motion. **Unanimously approved**

Respectfully submitted,

Charlene Dillingham

Secretary

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