**Meeting minutes of Planning Commission**

**Town of Laytonsville**

**June 24, 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 and Tim Shortleywere present. Secretary Charlene Dillingham, Mayor Ruspi, and Jill Ruspi were present. Steve Crum of Macris, Hendricks and Glascock (MHG) were also present.

The minutes of the Planning Commission Meeting on March 25, 2021, were approved as submitted.

**Old Business:**

**Zoning maps** – Mr. Steve Crum of Macris, Hendricks and Glascock were present to review the changes discussed in the March 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. Map changes complete.*
* *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 - Done*

***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 - Done*
  + *Parcel 150 (firehouse) should be colored as Institutional Historic – shade grey - Done*
  + *Parcel 550 panhandle (near St. Paul Methodist church) should be Institutional Historic – shade grey - Done*
  + *Parcels C&D on the north side of the by-pass – the all-white colored area should be shaded as Agriculture - Done*
  + *Add the roundabout - Done*

***Sidewalk map***

* *Add sidewalk on Rolling Ridge Lane*
* *Differentiate concrete, asphalt or woodchip map*
* *Path around Jones Farm Pond should be included.*

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

The Commission agreed to accept the zoning map, land use map and proposed zoning map.

There had been discussion in previous meetings about creating a town atlas or road map which would show the roads and significant landmarks in town. Chair Wenger stated this the Planning Commission will not pursue this task but the Mayor,., Council and Parks and Trails Task force would take it on working in line with the update to the Comprehensive plan .

**New Business**

Chair Wenger shared that he felt the Planning Commission needed to begin looking at the need for sewer in the town. The core part of the town has homes built on ½ acre lots. This does not allow for a second septic field if the primary one fails. On the east side of 108, 17,000 square feet are required for the septic field and for a reserve field. On the west side of 108, 10,000 square feet are required. Currently the shopping center has a big tank that regularly has to be pumped out. Former Planning Commission member Pete Stadler would like to make a presentation to the Commission on this topic. Chair Wenger stated that Comprehensive Plan needs to include a discussion about sewer and asked members to consider this for the next update of the Comprehensive Plan.

Member Kline made a motion to adjourn the meeting at 8:21. Member Pellegrino seconded the motion. **Unanimously approved**

Respectfully submitted,

Charlene Dillingham

Secretary

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