**Meeting Minutes of Planning Commission**

**Town of Laytonsville**

**March 24, 2022**

Chair Wenger called the meeting of the Planning Commission to order at 7:35 p.m. Members Brian Kline, Obed Pellegrino, Shannon Allcock, and Tim Shortley were present. Mayor Ruspi, Assistant Clerk Joy Jackson, and Historic District Commission Chair Charles Hendricks were present.

Chair Wenger started the meeting by speaking to the loss of Charlene Dillingham. Charlene had been the Town Clerk for eleven years and had served as Secretary of the Planning Commission. She was a good friend to many and will be greatly missed.

The minutes of the Planning Commission meeting on September 30, 2021, were approved as submitted.

**Laytonsville Grove Being Readied for Turnover to the Town:** Chair Wenger expected the Laytonsville Grove subdivision would have been turned over by this time. Mayor Ruspi said he does not have any additional information at this time and thinks it may be turned over this summer.

**Maps Update:** Chair Wenger said the maps are still in transition and explained that mistakes on maps can be corrected at any time, but some changes require an ordinance to adopt proposed changes. Chair Wenger has met with Steve Crum from Macris, Hendricks and Glascock and they reviewed the process and the maps. They spoke again today, and Mr. Crum stated the maps would be completed by March 31, 2022. The maps will include four zones which will be more in line with the standard used by the rest of the state. The zones will be low density residential, commercial, institutional, and agricultural. There was discussion about changes being applied to the zoning maps but not the land use maps. Chair Wenger said he would look at calling a special meeting of the Planning Commission to review the maps when they are provided by the engineer.

**Development Plan for Lot on Maple Knoll Drive:** The lot behind the bank building on Maple Knoll Drive has been purchased and the owner is in the process of planning for development. The plan has not yet been presented to the town. Chair Wenger believes the owner may present his plans to the town in the second quarter of 2022.

**New Business**

**Future Infrastructure, Process to Bring WSSC Sewer to Laytonsville Update:** Chair Wenger has spoken with Dave Margolis, Permit Specialist with WSSC regarding the process and some of the challenges of bringing WSSC sewer to the town. The town is currently in the S6 category for sewer and WSSC cannot consider service until it is in the S3 category. There was discussion about some of the potential opposition as well as the potential benefits to residents and the environment. Chair Wenger stated that a meeting with Alan Soukup, Senior Planner for Montgomery County is necessary, and he will request that Mayor Ruspi support the Planning Commission with getting this meeting scheduled. Mayor Ruspi said he would assist, and Member Brian Kline said he was willing to help and would like to be involved. Chair Wenger appointed Member Kline to work with Mayor Ruspi.

**Comprehensive Plan Review 2024:** Chair Wenger explained the importance of beginning the Comprehensive Plan review and that the Planning Commission may need to meet more often to do the necessary work. Brian Kline asked about legal counsel and other assistance the Planning Commission received to develop the current Comprehensive Plan. Chair Wenger explained some of the background which began with a Citizens Advisory Board. He stated the Planning Commission will need to solicit input from the Town Council and other commissions and committees which will help determine what support is needed from outside consultants and specialists.

**Members:**

Chair Wenger reminded the Members that he may call a meeting early to review the town maps.

Chair Wenger made a motion to adjourn the meeting at 8:58p.m. Member Pellegrino seconded the motion. **Unanimously approved**

Respectfully submitted,

Joy Jackson

Assistant Clerk

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