



Because of the Coronavirus pandemic, this meeting took place via ZOOM videoconference. In attendance were Commissioners Sung Chang, Georgette Cole, Jonathan Dail, Sylvie Favret, Robert Johnson, and Peter Nagrod. Also present were HPC member David Stopak and resident Paula Puglisi.

Georgette Cole called the meeting to order at 7:33 p.m.

Approval of Agenda: Robert Johnson moved to approve the agenda. Jonathan Dail seconded the motion. Georgette Cole added the reformatting of the Schedule of Standards as #6 on the agenda. *Approved 5-0.*

Building Permit Applications: There were none.

Public Ways & Property Permits: Georgette Cole reported that WSSC recently applied for a PW & PP for sewer lines and laterals in several areas in Town. Mayor Compton attached some conditions regarding drawings for the Washington Grove Lane sections. Drawings will come shortly.

Public Appearances: There were none.

Approval of the Minutes from November 1, 2023: Peter Nagrod moved to approve the November 2023 minutes of the Planning Commission. Georgette Cole seconded the motion. *Approved: 5-0.*

Schedule of Standards: Georgette Cole presented her newly formatted version of Article VII, Section 9 of the Town Code. The changes were in the location of the numbers for front and side setbacks of accessory buildings. Robert reminded everyone that the two carport rule should be in the document as well.

Accessory Dwelling Units Draft Zoning Text Amendment – Discussion: Peter reported the results of his research about the square footage of the average Accessory Dwelling Unit. The Commission discussed the following:

- Modest scale
- Size restrictions
- Effects of ADU's on the Town's historic designation
- Detached ADUs
- Detached ADU placement in the yard
- ADUs in the main house
- County regulations
- Parking regulations: enforced by the Council not the PC
- HPC recommendations

- The definition of residential lot
- Enclosed space
- Height and setbacks

Robert Johnson moved to accept, and send to the Council for consideration, the Draft Zoning Text Amendment including new language from the December 6th Planning Commission meeting.

Vote: 5-0, as amended.

Report From Town Council: Peter Nagrod reported the following:

- Stormwater Management report is finished, and the workgroup hopes to have the Request for Proposal out in December.
- Maintenance of empty homes issue is moving along, an evaluation by the Town Attorney is expected shortly.
- Peter joined John at the County Council event recognizing Washington Grove's 150th Anniversary. He said John spoke to several County Council members about the WG bike path process moving forward.

Gateway Committee: Jonathan Dail reported the November Washington Grove Lane trash collection produced 40 lbs. of trash. The Committee will acquire more safety signs and order additional supplies for the trash collection days. Peter reported the dumpster at the Commercial is still in place and the property owners have not been able to schedule a meeting with Town officials. New projects and priorities will be discussed at the January meeting.

Other Business: Peter Nagrod reported he would like to see the intersection at Oak Street and Center Street decommissioned. The area still looks like a road. He would also like to change the signage. These could be projects for the New Year.

There being no other business, the meeting adjourned at 9:45 pm.

_____/s/_____
Kathryn L. Lehman, Town Clerk