



TOWN OF LA PLATA
Planning Commission Minutes
December 3, 2024, 6:00 PM
Regular Meeting

PRESENT: Councilwoman Evalyne Bryant-Ward
Gregory Sampson
Dawn Banks
Robert High
Jill Hudnell

ABSENT:

TOWN STAFF:

- Mayor Jeannine James
- Michelle Miner, Assistant Town Manager
- Celia Craze, Town Contract Planner

GUESTS: See Roster

1. Call to Order

1.1. Planning Commission Meetings

[Click here to join the meeting via Microsoft Teams](#)

Meeting ID: 222 254 925 982

Passcode: QFnvoy

1.2. Call to Order

Chair Sampson called the meeting to order at 6:00 PM and asked Commissioner Hudnell to lead all assembled in the Pledge of Allegiance.

2. Approval of Minutes

2.1. Approval of minutes from meeting on September 17, 2024.

Councilwoman, Ward III Bryant-Ward moved to approve the minutes of the meeting from September 17, 2024, as presented.

Moved By: Evalyne Bryant-Ward, seconded by Dawn Banks.

Passed Unanimously

3. Matters of Discussion and Review

3.1. Charles County Public Library - Application for Parking Waiver (For Consideration and Recommendation)

Chair Sampson identified discrepancies between the application and the Town Code. Ms. Craze will work with Town staff to revise the application.

The Planning Commission deferred decision on this application pending receipt of additional information from the Town's Contract Certified Planner and the applicant.

3.2. Amendment to Planning Commission Rules and Procedures (Sampson) (For Introduction)

Chair Sampson introduced amendments to the Planning Commission Rules and Procedures to include:

- a standing agenda item for Public Comment in the Regular Meeting agenda
- a standing agenda item to approve the agenda

Amendments to the Rules and Procedures will be considered for adoption at the Planning Commission's January meeting.

4. Matters of Information

4.1. Planning Department Updates

- Plat of Condominium (North Maple)
- Planning Commission Elections
- Board of Charles County Commissioners [Public Hearing](#) on Proposed Amendments to the Charles County Comprehensive Water and Sewer Plan (December 3, 2024, 6:00 PM)

Ms. Craze informed the Planning Commission on the following:

- Recordation of a Plat of Condominium for North Maple Ave
- The Planning Commission will hold elections of Chair and Vice Chair in January in accordance with the Planning Commission Rules and Procedures
- The Planning Commission may want to observe the upcoming Charles County public hearing on proposed amendments to the Charles County Comprehensive Water and Sewer Plan

4.2. Town Council Updates

Councilwoman Bryant-Ward had no report from the Town Council. She encouraged the Planning Commission members to attend next year's Maryland Planning Commissioner's Association Conference.

5. Adjourn

5.1. Adjournment

Chair Sampson adjourned the meeting at 6:34 PM.

Submitted by:

Kelly G. Phipps, Interim Town Clerk