



TOWN OF LA PLATA
Planning Commission Minutes

April 7, 2026, 6:00 PM

Regular Meeting

Council Chambers, La Plata Town Hall

305 Queen Anne St.

La Plata MD

PRESENT: Chair Dawn Banks
Councilman Paul Guttenberg
Kyle Miller
Emily Whale
Benjamin Ford

ABSENT: Vice Chair Jill Hudnell

TOWN STAFF: Chuck Stevens, Town Manager
Don Dooley, Director of Planning
Kelly Phipps, Director of Legislative Services
Shelby Pritchett, Town Clerk

GUESTS:

1. Call to Order

Chair Banks called the meeting to order at 6:00 PM.

1.1. Meeting Attendance and Decorum

Attendees, please use meeting courtesy. Virtual attendees are asked to mute their microphones when joining the meeting. Participants may be muted by the Town Clerk, and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Planning Commission may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via e-mail to Legislative@townoflaplata.org. Members of the public wishing to address the Planning Commission in person may sign up in advance via the [town webpage](#) or upon arrival at the Council Chamber.

[Join the meeting now](#)

Meeting ID: 228 255 787 294 15

Passcode: t729yv36

(Calendar Year 2026)

2. Roll Call and Quorum Verification

The Town Clerk conducted a Roll Call.

Commissioner Ford arrived for the meeting at 6:09 PM and, in the absence of Commissioner Jill Hudnell, served as a voting member.

3. Pledge of Allegiance

Commissioner Whale led all assembled in the Pledge of Allegiance.

4. Ex Parte Disclosure

Planning Commission members reported there are no Ex Parte conflicts to disclose.

5. Public Hearing (Zoning Text Amendment (ZTA) 01-2026- Adequate Public Facilities- Amended)

5.1. Zoning Text Amendment (ZTA) 01-2026 – Adequate Public Facilities

Applicant: Town of La Plata, Maryland

Owner: N/A

Project Location: Town-wide

Request: To add Article X (Adequate Public Facilities Requirements) to Chapter 191 (Zoning) of the La Plata Municipal Code for the purpose of providing regulatory provisions to require adequate water, sewage, roads, and school seating capacity for new development in the Town of La Plata. The Town will also consider amending Chapter 191, Section 191-13 (Expiration), under Article II (Plan Review and Submittal Requirements) of the La Plata Zoning Code to change the approval period for major and minor site plans. Zoning Text Amendment 01-2026 also proposes to amend Chapter 173 (Subdivision and Land Development), in Article IX (School Seat Allocation Policy) of the La Plata Municipal Code pertaining to regulations for adequate school seating capacity for new development and to amend Chapter 173-23 (Preliminary Plat) in Article IV (Plan Requirements and Procedures) to modify the approval period for plat maps.

Formerly noticed as :

Zoning Text Amendment (ZTA) 01-2026 – Adequate Public Facilities

Applicant: Town of La Plata, Maryland

Owner: N/A

Project Location: Town-wide

Request: To add Article X (Adequate Public Facilities Requirements) to Chapter 191 (Zoning) of the La Plata Municipal Code for the purpose of providing regulatory provisions to require adequate water, sewage, roads, and school seating capacity for new development in the Town of La Plata. Zoning Text Amendment (ZTA) 01-2026 also proposes to amend Chapter 173 (Subdivision and Land Development) in Article IX (School Seat Allocation Policy) of the La Plata Municipal Code pertaining to regulations for adequate school seating capacity for new development.

Chair Banks stated the details of the continued public hearing for Zoning Text Amendment (ZTA) 01-2026 Adequate Public Facilities.

5.2. Review of Purpose and Procedures for Public Hearing (Town Clerk)

The Town Clerk read the Public Hearing Purpose and Procedures verbatim.

5.3. Call to Order (Presiding Officer/ Chair)

The Public Hearing commenced at 6:02 PM.

5.4. Review of Public Notices

The Town Clerk gave a review of the public notices.

5.5. Presentation by Staff

Director Dooley delivered a PowerPoint presentation outlining the updates made to Zoning Text Amendment 01-2026 from inputs received during the public hearing process and recommended that the Planning Commission adopt draft Resolution 26-02.

5.6. Planning Commission Questions and Comments

The Town Manager and Director Dooley received feedback and answered questions from the Planning Commission.

5.7. Public Comment

- Speakers (signed up) are called on by the presiding officer.
- Those wishing to provide in-person testimony may sign up in advance no later than 3:00 PM on the day of the public hearing via the [town webpage](#), or upon arrival at the Council Chambers via sign-up sheet.
- Speakers who register in advance will be recognized prior to speakers who register upon arrival at the public hearing.
- In-person registration to speak will end when the relevant public hearing is opened.
- At the discretion of the presiding officer, time may be limited to 3 minutes and may not be yielded.

No public speakers were present. No verbal or written comments were made to the Planning Commission.

5.8. Applicant Rebuttal

The Town Manager gave comments to the Planning Commission, indicating that before the legislation is finalized, the percentage language from the preamble should be removed and grammatical errors corrected.

5.9. Planning Commission Discussion

No additional discussion.

5.10. Applicant Closing Statements

No additional closing statements.

5.11. Closing of Public Hearing

When the public hearing is concluded, the Commission will not hear further public comments or questions during the meeting.

Miller moved to adopt draft Planning Commission Resolution 26-02, recommending that the Town Council review and approve the zoning text amendment (ZTA 01-2026) as amended and close the public hearing.

Moved By: Kyle Miller, seconded by Paul Guttenberg.

Ayes: Chair Banks, Councilman Guttenberg, Miller, Whale, Ford

Nays: None

Abstained: None

Absent: Vice Chair Hudnell

Passed

6. Approval of Minutes

6.1. Approval of minutes from the meeting on March 3, 2026.

Whale moved to approve the minutes from the March 3, 2026, meeting as presented.

Moved By: Emily Whale, seconded by Kyle Miller.

Ayes: Chair Banks, Councilman Guttenberg, Miller, Whale

Nays: None

Abstained: Benjamin Ford

Absent: Vice Chair Hudnell

Passed

7. Public Comment

No public speakers were present at this meeting.

8. Matters of Information

8.1. Staff Report

Director Dooley provided a brief staff report of upcoming items.

8.2. Town Council Report

Councilman Guttenberg indicated nothing to report.

9. Adjourn

9.1. Adjournment

Chair Banks adjourned the meeting at 6:43 PM.

Submitted by:

Shelby Pritchett, Town Clerk