



**TOWN OF LA PLATA
Board of Appeals Minutes**

May 27, 2026, 6:00 PM

Regular Meeting

Council Chambers, La Plata Town Hall

305 Queen Anne St.

La Plata MD

PRESENT: Chair Hugh Williams
Mark Thorn

ABSENT: Jonathan Burruss
Matthew Hawkins

TOWN STAFF: Todd Pounds, Town Attorney
Don Dooley, Director of Planning
Kelly Phipps, Director of Legislative Services

GUESTS:

1. Call to Order

Chair Williams called the meeting to order at 6:35 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. Written comments may be submitted in advance via email to Legislative@townoflaplata.org. Individuals wishing to address the Board of Appeals may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

[Join the meeting now](#)

Meeting ID: 254 916 092 903 33

Passcode: 3pd6yZ9X

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting may be held in closed session.

1.2. Roll Call

Chair Williams noted the absence of Jonathan Burruss.

1.3. Pledge of Allegiance

The Pledge of Allegiance was not conducted.

2. Disclosure of Closed Session

2.1. Disclosure of Closed Session on April 01, 2026

Chair Williams conducted the disclosure of the closed session on April 01, 2026.

3. Approval of Minutes

3.1. Approval of minutes from meeting on April 01, 2026

Thorn moved to approve the minutes as presented.

Moved By: Mark Thorn, seconded by Hugh Williams.

Ayes: Chair Williams, Thorn

Nays: None

Abstained: None

Absent: Burruss, Hawkins

Passed

4. Old Business

4.1. Planning Department Case #VAR-0002-2025, 603 Washington Avenue, Application for Variance

Project Description: Variance application #VAR-0002-2025, at 603 Washington Avenue, is a request to approve the installation of a 2,059-square foot accessory structure (ground-mount solar array) in the front yard of an existing single-family dwelling.

Naomi Henry, Mya Evertz & Ryan Mucha, the applicants for 603 Washington Avenue, were present at the meeting. Review and discussion of #VAR-0002-2025, 603 Washington Avenue, was not conducted due to the lack of a quorum of Board of Appeals members who were present at the previous meeting where the initial public hearing was held.

5. New Business

5.1. Board Member Comments

This portion of the agenda was not conducted.

5.2. Public Comment

No public speakers requested to speak on items other than agenda item 4.1. Chair Williams refrained from accepting public comment on item 4.1 to defer case comment until the rescheduled meeting on June 24, 2026.

6. Adjourn

6.1. Adjournment

Thorn moved to adjourn the meeting at 6:45 PM.

Moved By: Mark Thorn, seconded by Hugh Williams.

Ayes: Chair Williams, Thorn

Nays: None

Abstained: None

Absent: Burruss, Hawkins

Passed

Submitted by:

Shelby Pritchett, Town Clerk

**RESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE
OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This Certification Must Be Completed Before a Closed Session May Be Held

Date: 04/01/2026 Time: 7:00 PM Location: La Plata Town Hall at this meeting, a motion was made by Mark Thorn and seconded by Jonathan Burruss to conduct a closed session of the Board of Appeals of the Town of La Plata.

Recorded vote to close the meeting:

<u>Members</u>	<u>IN FAVOR</u>	<u>OPPOSED</u>	<u>ABSTAINING</u>	<u>ABSENT</u>
Hugh Williams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jonathan Burruss	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Thorn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Note: If any member of the public objects to conducting the closed session, a copy of this certification must be sent to the Maryland Open Meetings Law Compliance Board.)

STATUTORY AUTHORITY TO CLOSE SESSION, State Government Article §3-305(b) (check all that apply):

- (1) To discuss:
 - (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or
 - (ii) any other personnel matter that affects one or more specific individuals;
- (2) protect the privacy or reputation of an individual with respect to a matter that is not related to public business;
- (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition;
- (4) consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) consider the investment of public funds;
- (6) consider the marketing of public securities;
- (7) consult with counsel to obtain legal advice;
- (8) consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
 - (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans;
- (11) prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process; or
- (15) discuss cybersecurity, if the public body determines that public discussion would constitute a risk to:
 - (i) security assessments or deployments relating to information resources technology;
 - (ii) network security information, including information that is:
 - 1. related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity;
 - 2. collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or
 - 3. related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or
 - (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

This Certification Must Be Completed Before a Closed Session May Be Held

For each citation checked the reasons for closing and topics to be discussed:

(7) **Topic:** VAR-0001-2025 8 Kent Avenue

Reason for Closure:

Discussion involves privileged attorney-client communications regarding legal risks and strategy, not appropriate for public disclosure.

Persons attending closed session:

Jonathan Burruss, Presiding Officer

Mark Thorn

Todd Pounds, Town Attorney

Shelby Pritchett, Town Clerk

Action(s) Taken:

No actions taken, recommendations only.

Time closed session adjourned: 7:09 PM

This statement is made by Jonathan Burruss, Presiding Officer:


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**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE
OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This Certification Must Be Completed Before a Closed Session May Be Held

Date: 04/01/2026 Time: 8:14 PM Location: La Plata Town Hall at this meeting, a motion was made by Mark Thorn and seconded by Jonathan Burruss to conduct a closed session of the Board of Appeals of the Town of La Plata.

Recorded vote to close the meeting:

<u>Members</u>	<u>IN FAVOR</u>	<u>OPPOSED</u>	<u>ABSTAINING</u>	<u>ABSENT</u>
Hugh Williams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jonathan Burruss	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Thorn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Note: If any member of the public objects to conducting the closed session, a copy of this certification must be sent to the Maryland Open Meetings Law Compliance Board.)

STATUTORY AUTHORITY TO CLOSE SESSION, State Government Article §3-305(b) (check all that apply):

- (1) To discuss:
 - (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or
 - (ii) any other personnel matter that affects one or more specific individuals;
- (2) protect the privacy or reputation of an individual with respect to a matter that is not related to public business;
- (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition;
- (4) consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) consider the investment of public funds;
- (6) consider the marketing of public securities;
- (7) consult with counsel to obtain legal advice;
- (8) consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
 - (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans;
- (11) prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) conduct or discuss an investigative proceeding on actual or possible criminal conduct;
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- (14) discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process; or
- (15) discuss cybersecurity, if the public body determines that public discussion would constitute a risk to:
 - (i) security assessments or deployments relating to information resources technology;
 - (ii) network security information, including information that is:
 - 1. related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity;
 - 2. collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or
 - 3. related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or
 - (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)
This Certification Must Be Completed Before a Closed Session May Be Held

For each citation checked the reasons for closing and topics to be discussed:

(7) Topic: VAR-0002-2025 603 Washington

Reason for Closure:

Discussion involves privileged attorney-client communications regarding legal risks and strategy, not appropriate for public disclosure.

Persons attending closed session:

Jonathan Burruss, Presiding Officer

Kelly Phipps 8:25 PM

Mark Thorn

Todd Pounds, Town Attorney

Shelby Pritchett, Town Clerk

Action(s) Taken:

No actions taken, recommendations only.

Time closed session adjourned: 8:31 PM

This statement is made by Jonathan Burruss, Presiding Officer:

