



Board of Appeals Regular Meeting

December 15, 2025, 6:00 PM
Council Chambers, La Plata Town Hall
305 Queen Anne St
La Plata MD

Agenda

1. Call to Order

1.1. Public Hearing Procedures (Written Only)

1.2. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute 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: 286 464 788 560 1

Passcode: kH93vj2E

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 will be held in closed session.

1.3. Roll Call

1.4. Pledge of Allegiance

2. Approval of Minutes

2.1. Approval of minutes from meeting on November 13, 2024.

3. Public Hearing

Planning Dept Case #VAR-0001-2025, 8 Kent Avenue, Application for Variance

- 3.1. Review of Public Hearing Procedures (Town Clerk)
- 3.2. Call to Order (Presiding Officer/Chair)
- 3.3. Review of Public Notices (Town Clerk)
- 3.4. Summary of Town Staff Report and Recommendation
- 3.5. Applicant/Petitioner Presentation and Testimony
- 3.6. Questions from the Board to the Applicant/Petitioner or Town Staff
- 3.7. Written Documents are Entered into the Record

Written testimony may be submitted in advance via email to legislative@townoflaplata.org or postal mail to Legislative Services Department, Town of La Plata, 305 Queen Anne St Box 2268, La Plata MD 20646, and must be received no later than 12:00 PM, two business days prior to the scheduled meeting.

Written documents for the record will be presented to the presiding officer prior to the opening of the public hearing.

3.8. 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.

3.9. Additional Questions from the Board

3.10. Closing of Public Hearing

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

4. Motion for a Closed Session

4.1. Motion for a Closed Session

Tentatively Scheduled at the Discretion of the Board and Town Attorney

STATUTORY AUTHORITY TO CLOSE SESSION: State Government Article §3-305(b) (7) To consult with counsel to obtain legal advice on a legal matter.

Subject: Case Number VAR-0001-2025

5. Deliberations Regarding Application

5.1. Findings of the Board

6. Other Business

7. Adjourn

7.1. Adjournment