

## Meeting Information

Date: 6/1/23

Location: zoom -online

Time: 7:00PM

Note Taker: Rachel Carballo

Meeting Type: Burkittsville Planning and Zoning Commission

Attendees: Kevin Cromer, Rachel Carballo, Jamee Robinson, Paul Gilligan, Jeanette DeLude.

### Agenda Items, Decisions, and Details

Meeting called to order at 7:00pm by Chair Jamee.

Rachel moved to approve the agenda. Kevin seconded.

Rachel approved the May minutes and Kevin seconded.

### New Members

Paul Gilligan and Debby Burgoyne are the new P&Z members.

### SMC Plat

Jamee sent an email to SMC and has not heard back. Jamee also spoke to Matt Morrison and he said he believes SMC is very busy so this subdivision has been pushed to the back burner.

### Comprehensive Plan Community Survey

Jamee added an area to comment on housing and changed the wording so it doesn't say "rank."

Jamee will add a question to get an idea what projects people would be willing to pay higher taxes for.

Rachel volunteered to enter in people's paper surveys online, so statistics can be easily generated.

Jamee also added a question about the best way to receive information from the town.

Paul said some of the forced choice options needed comment boxes or to be allowed to advance without answering, perhaps.

### AirBNB ordinance

Paul asked what the intent was of this ordinance. Jamee explained that it was to limit the potential of party houses and not having short-term rentals being used as long-term rentals.

We don't have a long-term rental ordinance and we need to work on that.

Paul would like more time to think about the ordinance. He has a larger home which leads to people staying longer. He has had several guests stay longer than 30 days, so that limit is cumbersome.

Jeanette - the codes have to be in line with the charter. We have to keep the charter up to date or when we pass ordinances they may supersede what was in the charter. The charter is meant to be broad.

We will table this discussion and create a public notice about this ordinance and the septic ordinance and have an in-person meeting at the town center. Jamee will create a hotspot using her phone for Jeanette and others to join virtually. Copies will be made available at the meeting for residents.

### International Property Maintenance Code

Jeanette is going to make a spreadsheet to compare our current codes with the IPMC.

Jeanette received approval from the Town Council to move forward on this. They stressed the importance of protecting historic properties.

<https://codes.iccsafe.org/content/IPMC2018P2/chapter-3-general-requirements>

### Code enforcement

Photos were sent to Jamee of homes with overgrown grass.

Beth Hussain will send out notices to the properties.

Jamee pointed out that code violations should be sent to the Mayor and Beth sends out the notices.

### FEMA

Jamee- We received a letter from FEMA about them making a determination about flood insurance regarding Burkittsville.

Jeanette - FEMA updated their floodplain mapping for the whole country.

Jeanette contacted them to find out if we need to adopt anything to meet the current standards. It is possible we can adopt the IPMC to meet the standards.

### Next steps

We will let people know that we are going to discuss the two ordinances and copies will be available. Perhaps, we should do two separate meetings for each of the ordinances.

Jamee - P&Z now meets on the first Thursday of the month. The next P&Z gathering will be a workshop July 6th, 2023 in person, location TBD at 7pm.

The next Town meeting will be July 10th at 7:30pm.

Rachel motioned to adjourn and Paul seconded.