

Burkittsville Town Meeting Minutes

Monday, September 13, 2021

7:30 pm

Recording:

[https://us02web.zoom.us/rec/share/Vre6uabTQmmixDkOrBF2une3nsID4WUYbGq2lEnLsoG68U7oHnarlemBpG7g23yT.FC4oQse3k2k2-ViV; Passcode: jg4y&Xj\\$](https://us02web.zoom.us/rec/share/Vre6uabTQmmixDkOrBF2une3nsID4WUYbGq2lEnLsoG68U7oHnarlemBpG7g23yT.FC4oQse3k2k2-ViV; Passcode: jg4y&Xj$)

Attendees: Deborah Burgoyne, Mayor; Kathy Ahalt, Councilmember; Todd Remaley, Councilmember; Paul Goldstein, Zoning Administrator; Jillian Savage, Chair, Burkittsville Civic Association; Jayme Marshall, Chair, Planning & Zoning Commission; Residents: Paul Gilligan, Nancy Hawker, Wayne Haupt, Theresa Remein, Jamee & Michael Robinson

Meeting Minutes

The meeting was called to order at 7:37 pm by Mayor Burgoyne.

Burkittsville Civic Association: Jillian Savage provided an update on upcoming activities being planned by the Burkittsville Civic Association. The first event will be a Halloween block party on Saturday, October 23, 3:30 pm – 7:30 pm. This event is for town residents only and West Main will be blocked off. The event will feature trick or trunking, games, crafts, beer tent, and more. Activities will transition to the food forest as the sun goes down. Flyers are being developed and will be distributed soon.

The Civic Association is also planning to resurrect the Christmas tree lighting and combine it with some fun holiday activities including a cookie swap, making decorations, and gifts for the kids. Additionally they are planning to conduct the plant exchange again. Looking to the future, they want to plan an event to celebrate the 200th anniversary of Burkittsville in 2024.

Code of Ordinances: Jayme Marshall asked the Mayor & Council to please review the digitized version of Burkittsville's code of ordinances that was emailed on September 8. This consolidated document is the result of the Planning & Zoning Commission's effort this past year to compile and digitize the code of ordinances. This document is being prepared to submit to Municode so that they can convert and format the code for the web-based Self-Publishing Software service, an action approved by the Mayor and Council at the June meeting. This document incorporates: 1) Article I through Article IX; and 2) additional miscellaneous ordinances. P&Z believes it is imperative to merge and codify the universe of ordinances into a new single consistent code. Providing a comprehensive code to Municode, and thereafter made digitally available to the public, is an important public service and is critical for the administration of the regulations.

The Mayor and Council stated that they have not had time to review the document yet. The Mayor stated she will schedule a workshop for finalization. A resident asked if a public hearing would be held for residents to ask questions. The Mayor stated she did not see a reason to do that because no new ordinances were being introduced; it was mainly a consolidation of existing ordinances into one electronic file.

Demolition request and ordinance: Paul Goldstein provided an update on the request by Paul and Shelby Beaver to demolish a house on their property. Paul shared that the current ordinance is problematic because the sequence of steps is contrary to the process required by the county to obtain a zoning certificate first then to obtain a permit from the county. Explained the current process and options below.

Current process

- 1) Non-profit review (non-binding)
- 2) Apply to County for demolition permit

Alternative 1

- 1) Non-profit review (non-binding)
- 2) Mayor and Council Review
- 3) Zoning Administrator Certificate
- 4) Apply to County for demolition permit

Alternative 2

- 1) Non-profit review (non-binding)
- 2) Mayor and Council Review (could go before or after P&Z)
- 3) Planning & Zoning Commission Review
- 4) Zoning Administrator Certificate
- 5) Apply to County for demolition permit

Discussion ensued about trying to keep the process as expedient as possible given a request had been submitted in June. The Mayor and Councilmembers mentioned that this could be viewed as a short-term solution for now and a more long-term view could be put in place later through revision of the omnibus codes.

Kathy Ahalt made a motion to adopt option 1, Mayor Burgoyne seconded. The motion was carried. Todd Ramaley abstained and requested that a public hearing be held to take comments from the community.

Guyton Farm: Paul Goldstein provided an update on the Guyton farm subdivision request. He stated that the county plans to hold a public meeting on October 5. On September 24 they will be conducting a site visit to the property along with town officials. The Planning and Zoning Commission along with the Zoning Administrator drafted a statement using language from the Comprehensive Plan and Master Plan. This statement is intended to make clear what the town values. After the Mayor and Council review the statement, the Mayor will send it to the county to include for the record.

Grossnickle Farm: A hearing will be held on September 15th to review the Grossnickle farm's application for preservation easement.

Volunteer of the Year: November is Municipal Government Works (MGW) Month where Maryland's cities and towns celebrate and promote citizens' awareness of and interest in the government in their communities. Burkittsville participates in this celebration and will be accepting letters of recommendation for Burkittsville volunteer of the year. Letters are due by October 15.

American Rescue Plan Act (ARPA): The town has learned that they must obtain a separate DUNS number from the post office in order to apply for ARPA grant monies. Somehow this was an oversight and needs to be rectified immediately.

Weight Restriction/Limit Sign: Mayor Burgoyne learned that if a weight limit ordinance is passed, the state will allow signage to be posted to redirect vehicles over 26,000 lbs. Two signs will be posted on Route 67 and one at Mountain Church Road. Kathy Ahalt put forth a motion to adopt weight limit restrictions and the motion was seconded by Todd Remaley. The motion was approved. Mayor Burgoyne requested that a permit process for trucks be developed.

LPPI Funding for Parks: Burkittsville will receive \$319,595.91 to upgrade the playground equipment at Memorial Park, add a water source at Harry Pfeifer Park, and provide radiant heat to the building at Guyton Scenic View Park, as well as a water source.

Meeting adjourned at 8:45 pm.