



**CALVERT COUNTY  
PLANNING COMMISSION REGULAR  
MEETING - 7:00 P.M.**

Virtual (Zoom)  
To Join by Phone: 888-475-4499  
Meeting ID: 858 5579 4151  
Passcode (if asked): #  
In-Person Harriet E. Brown Community Center  
901 Dares Beach Road, Prince Frederick, MD 20678

Christopher J Gadway  
Wilson Freeland  
Dr. Richard Holler  
John Toohey  
Lisa Williams  
Greg Kernan  
Maria Buehler

**WEDNESDAY, MAY 17, 2023  
AGENDA**

- 1. Call to Order and Determination of Quorum.**
- 2. Pledge of Allegiance.**
- 3. Action on proposed agenda.**
- 4. Action on proposed Summary of Actions:**
  - a. April 19, 2023 Joint Public Hearing
  - b. April 19, 2023 Regular PC Meeting
- 5. Recognition of persons attending the meeting.**
- 6. Major Subdivisions for Final Review and Action. None**
- 7. Applications for Site Plan Review and Action. None**
- 8. Major Subdivision Applications for Preliminary Review and Action. None**
- 9. Long Range Planning. None**
- 10. Items for Discussion and/or Action:**
  - a. Calvert County Sustainable Communities Designation Renewal  
[Memo from Danielle Russell, Grants Management Program Specialist, Office of the County Administrator](#)  
[Presentation](#)  
[Sustainable Communities Benefits](#)  
[Sustainable Communities Renewal Application](#)
  - b. Program Open Space Annual Program for FY 2024: Department of Parks & Recreation  
[Memo from Shannon Q. Nazzal, Director of Parks & Recreation](#)  
[FY 2024 Chart of Consistency \(Draft\)](#)  
[FY 2024 Annual Program \(Draft\)](#)  
[FY 2024 Annual Program Project Descriptions \(Draft\)](#)
  - c. Armory Building, Prince Frederick - Request for Approval to Obtain a Building/Demolition Permit  
[Letter from Jason Leavitt, Project Engineer, Department of Public Works](#)  
[Presentation](#)  
[Armory Demolition Plan](#)
  - d. Proposed Date Change to Planning Commission Regular Meeting (16Aug2023 to 23Aug2023) and MACo Conference on 16-19Aug2023 in Ocean City, MD  
[Memo from Tamara Blake-Wallace, PCA, P&Z](#)  
[MACo Preliminary Agenda](#)
- 11. Items of Interest:**
  - a. Site Plan and Subdivision Application Lists  
[Site Plan List](#)  
[Subdivision List](#)

**12. Public Comment.**

**Planning Commissioners will accommodate public comment in person, by telephone or virtually. Individuals should call in advance if participating by telephone. Toll Free: 888-475-4499; Meeting ID: 858 5579 4151; Passcode (if asked): #. Speakers, whether in person or participating by telephone or virtually, will be limited to two (2) minutes as individuals, or five (5) minutes if the designated representative of a group or organization.**

**13. 2023 Planning Commission Annual Meeting:**

- a. Staff Memo/Overview from Tamara Blake-Wallace, Planning Commission Administrator  
[Memo from Tamara Blake-Wallace, Planning Commission Administrator, P&Z](#)
- b. Review of Operating Documents  
[Existing By-Laws & Rules of Procedure](#)  
[Rules of Procedures - Draft](#)
- c. 2022 Development Review Annual Report  
Review of Planning Commission and Development Review Accomplishments  
[Memo from Tamara Blake-Wallace, Planning Commission Administrator, P&Z](#)
- d. Election of Officers
- e. 2022 Development Review Annual Report  
[Planning Commission 2022 Annual Report](#)

**14. Adjourn.**

**FOOTNOTES:**

1. The date, time, and location of any Planning Commission meeting, to include but not limited to Joint Public Hearings, Public Hearings, Special Meetings, Regular meetings may be revised by announcement of an emergency, such as inclement weather, without further publication and may be confirmed on the County website, or calling 410-535-1600 on the date of the Hearing/Meeting.
  2. Public comments shall be held according to Calvert County Ordinance No. 51-21.
  3. There may be a five minute break at 9:00 p.m. at the discretion of the Chairperson.
  4. A decision will be made at 10:30 p.m. whether to continue the meeting or reschedule.
  5. Accommodations for persons with disabilities will be made with reasonable notice.
  6. The Planning Commission operates under Roberts Rules.
- cc: Board of County Commissioners; County Administrator; Deputy County Administrator; Director of Communications & Media Relations; Director of Community Resources; Director of Economic Development; Director of Finance & Budget; Director of Parks & Recreation; Director of Planning & Zoning; Director of Public Safety & Services; Director of Public Works; Director of Technology Services

*This agenda is subject to change and the times listed are approximate.*

*If any items are added for consideration, they will be included on a revised agenda that will be issued prior to the closed session.  
If you would like to be notified of upcoming hearings, meetings, or other events, please subscribe via the Calendar page of our website at  
<https://www.calvertcountymd.gov/list.aspx>.*