

Douglas S. Wright, Jr., chair, called the meeting to order at 7:02 p.m., on Wednesday, October 31, 2012, in the Council Chamber, Second Floor, City Hall. Also present were commission members M. Brubaker, D. Gysberts, J. Stone, R. Thomas and J. Wheeler. The following staff members were present: K. Maher, Planning Director; A. Rohrbaugh, Planner; and D. Calhoun, Secretary.

**PUBLIC REVIEW MEETING**

**A. Proposed Land Management Code Text Amendment: Definition of Minor Subdivision, Case No. ZT-2012-03.**

Mr. Rohrbaugh presented the proposed Land Management Code amendments to the commission. The revision to the minor subdivision definition is being proposed because of the following: 1) consistency with the State of Maryland which recognizes minor subdivisions as the creation of a maximum of seven lots; and 2) consistency with Washington County, which is in the process of revising its definition of a minor subdivision to a maximum of seven lots per implications concerning residential subdivisions from the statewide 2012 Sustainable Growth & Agricultural Preservation Act, also known as the "Septic Bill." Planning staff believes that allowing up to seven lots in a minor subdivision will not adversely affect either the Adequate Public Facilities Ordinance (APFO) or the City's Sewer Capacity Allocation Program. Mr. Rohrbaugh pointed out that a public hearing will not be necessary to amend the Adequate Public Facilities Ordinance; that amendment can be achieved at the Planning Commission's November meeting.

Mr. Rohrbaugh entered into the record the certification of advertisement and the Planning Commission's file by reference.

Public Testimony: No one was present to offer testimony either in favor of or in opposition to the proposed amendment.

**MOTION:** (Stone/Thomas) I move that the public review meeting be closed, and since no one came to offer testimony, the record should not be left open.

**DISCUSSION:** Mr. Brubaker felt the record should remain open to receive additional testimony. Mr. Stone and Mr. Thomas agreed to the amendment to the motion.

**ACTION:** APPROVED, AS AMENDED (Unanimous)

**REGULAR MEETING**

**Roll Call**

Commission member D. Miller was absent.

**Approval of Minutes: October 10, 2012 - Workshop Meeting**

**MOTION:** (Gysberts/Brubaker) I'll move to approve the minutes of October 10.

**DISCUSSION:** Mr. Wright noted that on page 2 he was not present at the October 10 meeting so he could not have made the motion at the bottom of the page. The commission's secretary will verify from the recording of the meeting who made the motion.

**ACTION:** APPROVED, AS AMENDED (ABSTAIN - Wheeler, Wright)

**Adjourn:** It was moved and seconded that the meeting adjourn at 7:07 p.m.

11/14/12  
Date

DC Calhoun  
Debra C. Calhoun - Secretary