

**Town of Sudlersville
Planning Commission Meeting
April 19, 2018**

Call to order:

The meeting was called to order at 7:00 PM by Chair Sue Elter. In attendance were Faye Williams, Commissioner and Jo Manning, Town Administrator. The Pledge of Allegiance was cited.

Minutes of 01-18-2018 Meeting:

A motion to approve the minutes for the January 18, 2018 meeting was entered by Williams, with a second by Elter, a vote of 2-0 was entered.

Commission Vacancies:

A discussion followed regarding the resignation of David Lettau and the vacancy originally created by the resignation of Diane Faust. Manning shared that three people had submitted their request to fill these positions; Larry Price, Reese Coleman, and Mary Luckhart. A discussion ensued regarding the appointment of property owners that did not live in town limits; per the Zoning Ordinance a Commissioner must only own property or live in town limits. A recommendation to appoint Reese Coleman and Mary Luckhart was agreed.

Reports:

The Code Enforcement report was reviewed. The Permit Log was reviewed. A request was made to forward a copy of the permit log monthly to the Commissioners.

Sign Regulation:

Manning explained that the sign audit previously discussed had not been completed. She will begin to work on this audit. A letter will be sent to all business or organizations with existing signs to explain the ordinance, the required permit, explain the process, and the steps if a change is requested.

Zoning Ordinance:

Manning explained that during a recent audit of water and sewer connections it was noticed there are various locations that are not in compliance with the zoning ordinance. She will begin a list of those properties for discussion and steps to be in compliance. Some will need to request a variance or an exception to the zoning ordinance to become compliant.

With no other business to discuss, a motion to adjourn the meeting was made at 7:30 PM by Williams, with a second by Elter, a vote of 2-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning
Town Administrator