



**Town of Sudlersville  
Planning Commission Meeting  
March 17, 2022**

Call the meeting to order

Pledge of Allegiance

Presentation-106 Charles Street Certificates, LLC

Approval of minutes from February 17, 2022 meeting

Administrator– Update

Old Business: PWA Agreement

New Business: Sustainable Community Renewal

Public Comment-

Next Meeting – April 21, 2022

Adjournment-

Sudlersville Planning Commission  
Meeting Minutes-February 17, 2022

The Planning Commission meeting was called to order at 7:09pm by Reese Coleman. Those present were: Reese Coleman, Faye Williams, Andi Haag, Virginia Albers, and Rebecca Lepter, Queen Anne's County.

The January 20, 2022 meeting minutes were drafted by Virginia Albers and disseminated for review. A motion was made by Andi and seconded by Faye to approve the January 20, 2022. The motion passed.

Rebecca Lepter, Economic Development Coordinator for Queen Anne's County attended the meeting and offered her services to the Town. She is a native and local resident of Sudlersville and would like to assist with any services for recruitment of new businesses or to help us out anyway she can. She just assisted with a feasibility study for the Sudlersville Fire Company's commercial building (old school) which houses the laundromat.

Still seeking one PC member for a five-year term.

The PC reviewed the Public Works Agreement Draft for the purchase of EDU's for developers. Edits were marked in red and sent to the attorney for review and accuracy.

Virginia assisted with creating a New Home Construction Permit Process list to be disseminated with our building permit. The PC reviewed and added a couple revisions. This instruction sheet includes department numbers and locations that you will need to complete the process.

Driveway requirements for new homes. If you are building structure that will require entrance from a state road, you must also obtain an entrance permit from State Highway and submit it to the Town of Sudlersville.

#### Administator/Codes Update

-106 Church Street-was asked to contact the Chavez family to submit a permit for dormers and electric, which had never been inspected.

-108 Main Street-called owner and stated that the building has to be completely boarded up and all debris removed. (certified letter)

- 101 S. Church Street-sent a letter to confirm tenants had relocated and to post caution tape around the building and cones at the front steps.
- Resided December meeting minutes as amended.
- Attended and took minutes for a joint Commission/Planning Commission meeting.
- Messaged Attorney Yeager regarding Public Works Agreement(EDU purchase).

Andi made a motion, which was seconded by Faye to adjourn the meeting at 8:59 pm.

Respectfully submitted,  
Virginia L. Albers



**Virginia Albers**

**Town Administrator/Codes Enforcement/Clerical**

**March 17, 2022**

1. 106 E. Church Street (Chavez) submitted a permit for the dormers and an electrical permit. I contacted First State to Inspect. All passed.
2. 108 E. Main Street (Turnmore)-previously sent certified letter and a phone call. No compliance
3. 101 S. Church Street (Meisling)-Spoke to owner-her daughter still lives there. Got a phone call-building was hit a second time by a tractor-trailer.
4. Sent Attorney Yeager our revisions marked in red for Public Works Agreement Draft.
5. 7 Acre parcel owned by the Town. 3 bids. HD Myles was awarded with a bid of \$125,000
6. Small strip owned by the Town. One bid. Chavez for \$500.
7. 107 S. Church Street-Porch redo. Sent owner a citation. He paid citation and porch is almost complete.
8. 103 Miller Street-Certified letter for in-operable/untagged vehicles.
9. Maple Avenue-issues with dogs urinating and fesses not picked up.
10. Phone call-lose dogs and free-range chickens. Asked me to post in a newsletter
11. Met with Dave Dahlstrom from State of Maryland Department of Planning. Sustainable Community status needs to be updated. Need assistance.
12. Sudlersville Volunteer Fire Company submitted a permit to re-do their sign. After a discussion. No height, size change or location change. I stated no permit necessary.