

# Town of Emmitsburg Planning Commission Minutes

July 5, 2023, 7:00pm

**Present:** Mark Long (Chair), Kevin Hagan (Vice-Chair), Dan Garnitz (Secretary), Valerie Turnquist, Patricia Galloway (Alternate)

**Absent:** Joe Ritz (Commissioner Liaison)

**Staff Present:** Najila Ahsan (Town Planner), Jessica Housaman (Office Coordinator)

## 1. Call to Order

- a. Commissioner Long started the meeting stating that this a special Planning Commission meeting
- b.

## 2. Review and Approval of Minutes for June 27, 2023

- a. Commissioner Long mentioned that the meeting minutes from the last meeting will be reviewed at the next regularly scheduled Planning Commission meeting.

3. **Public Comment:** None

## 4. New Business:

### *a. Floodplain Management Ordinance*

- i. Ms. Ahsan explained that the current floodplain management ordinance needs to be updated to meet FEMA standards so that the Town of Emmitsburg can continue to be eligible for the National Flood Insurance Program (NFIP). She mentioned that the proposed language has been reviewed by a contractor to the FEMA State Coordinator. She briefly explained the changes being made including links for elevation and floodproofing certificate, application requirements for accessory structures, requirements for structures in flood hazard areas, and provision to prohibit variances for accessory structures exceeding 600 square feet in flood hazard areas. She also mentioned that this ordinance needs to be adopted by August 1, 2023, to ensure that the properties in Town can continue to be eligible for flood insurance and disaster relief in the case of flood-inducing natural disaster. She requested that the Planning Commission recommend approval of Ordinance 2023-08, the proposed amendment to §17.42 Floodplain Management of the Town Code, to the Mayor & Board of Commissioners for consideration.

- ii. Commissioner Hagan asked Ms. Ahsan to confirm that this ordinance applies to new constructions in flood hazard areas and whether the language presented to the Planning Commission has been approved by the FEMA. Ms. Ahsan confirmed that the language has been approved by the office of the FEMA State Coordinator.
- iii. Motion to approve the proposed ordinance by Commissioner Hagan
- iv. Motion seconded by Commissioner Turnquist
- v. Motion carried unanimously (with Commissioner Ritz absent)

AYE: 5

NAY: 0

ABSTAIN: 0

**5. Next Meeting Date:** Monday July 31, 2023.

**6. Adjournment**

- a. Chair Long adjourned the meeting at 7:05pm