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**PRESENT AT CONVENING**

9 Mayor Robert C. Willey  
10 Council President John Ford  
11 Councilmember Megan M. Cook  
12 Councilmember Kelley K. Malone  
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14 Councilmember Leonard E. Wendowski, Sr.

15 Mr. Leshar was excused.

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18 Also present was Town Manager Mr. Robert Karge, Town Attorney Mrs. Sharon VanEmburch, and Town Clerk Mrs. Kathy Ruf.

**OPENING REMARKS BY MRS. COOK AND PLEDGE OF ALLEGIANCE.**

19 Mrs. Cook led those present in opening remarks and the Pledge of Allegiance.

**APPROVAL OF MINUTES OF DECEMBER 16, 2013 MEETING.**

20 Upon motion by Ms. Malone seconded by Mr. Wendowski and carried unanimously, minutes of the December 16, 2013 meeting were approved as written.

**MR. GEOFF OXNAM TO ADDRESS COUNCIL REGARDING ENERGY EFFICIENCY PROGRAMS IN TOWN OF EASTON.**

21 Mr. Geoff Oxnam, Vice President of Operations, Easton Utilities discussed an energy efficiency program the Town of Easton is participating in called Shore Power which is in conjunction with Washington College.

22 Mr. Oxnam also discussed programs the Town has been involved with previously including:

- 23 1) Sustainable Maryland; statewide program, supported by MML; put on by University of Maryland.
- 24 2) MD Energy Administration, University of MD, Smart Energy Efficient Program that pertains to grant funding.

25 President Ford encouraged Mr. Oxnam to let the Council know if there is anything they could do to help.

**ITEMS BY MAYOR WILLEY.**

26 Mayor Willey discussed the Public Works projects for the upcoming year:

- 27 ○ August Street storm sewer which is having the final engineering work completed now. Mayor Willey stated the work is scheduled to commence February, early March.
- 28 ○ Aurora Street from Dover to Creamery Lane. Items such as curb and gutter are to be replaced.
- 29 ○ Potholes. Please notify Mike Dickerson and Brian Hause of any concerns.
- 30 ○ Meeting on January 13 has been cancelled unless notification by Talbot County of representation from FAA.

31 Mayor Willey stated that Ms. Lena Gill has resigned from the Historic District Commission due to an accident. Mayor Willey asked that anyone interested in the appointment, submit a resume for consideration.

**MEMO FROM MAYOR APPOINTING MR. TERRY DELL TO PLANNING & ZONING COMMISSION FOR A FIVE YEAR TERM COMMENCING DECEMBER 31, 2013.**

32 Councilman Leshar sent a message asking that this appointment be tabled until he has had an opportunity to speak with Mr. Dell.

33 Ms. Malone asked that any openings for Boards and Commissions be posted on the town's website.

34 President Ford asked that resumes be forwarded to Mayor Willey for consideration.

**ITEMS BY THE TOWN MANAGER.**

Mr. Karge stated that he has asked the town staff to be mindful of unseasonably predicted cold weather for those who are performing their duties primarily outside in order to avoid weather related injuries.

**ITEMS BY THE TOWN ATTORNEY.**

Mrs. VanEmburch stated that she is working on the required ethics form that is due to the state in April.

Mrs. VanEmburch stated that it is her intent to update the Town of Easton's Code this year. She stated that she will bring updates for council consideration in sections.

**PUBLIC HEARING TO DISCUSS ORDINANCE NO. 635 WHICH PROPOSES AMENDMENTS TO THE TOWN'S ZONING ORDINANCE. THE PROPOSED CHANGES REPRESENT THIS YEAR'S PACKET OF ANNUAL AMENDMENTS AS RECOMMENDED FOR APPROVAL BY THE EASTON PLANNING AND ZONING COMMISSION.**

At 7:16 p.m., President Ford opened the Public Hearing regarding the amendments to the Town's Zoning Ordinance.

Mr. Thomas discussed Ordinance No. 635. He stated that amendments are brought to the council once a year.

This year's packet of Amendments consists of three recommendations which can be summarized as follows:

- (1) Revise Article VI, Section 601 C to add the possibility for Planning Commission Approval of Mobile Food Uses on a permanent basis as an extension of an existing business in the Planned Redevelopment Overlay District.
- (2) Move the supplemental standard addressing parking lot orientation in major retail uses to the development standards of the Planned Unit Development Regulations so that it conceivably may be modified by the Town Council during PUD review.
- (3) Delete the supplemental standard for major retail that establishes the setback for this use and thereby allow it to be established by the Town Council on a case-by-case, project specific basis as part of a PUD review.

President Ford opened the floor for public comments.

Mr. Timothy Cureton, 10402 Claiborne Road, Claiborne MD, 21642 read into the record the history regarding Rise Up Coffee. He stated that he has 35 staff members; he lives local and banks local. Mr. Cureton stated that his place of business is located at 618 Dover Road. He discussed the offsite building where food is prepared separately from coffee roasting.

Mr. Cureton asked that the council consider amendments to bring the food trolley into compliance. He stated that it is his intention to keep it at the current location.

Mrs. Cook stated that Rise Up Coffee has been a great addition to the neighborhood.

Mr. Ryan Showalter, 101 Bay Street, Easton MD discussed the proposed amendments. He discussed a simplification of process and streamlining governmental efficiency and suggested an additional change in the Zoning Ordinance the staff and council may want to consider.

There being no further public comment, at 7:42 p.m., President Ford closed the public hearing. He stated that written comments can be submitted until close of business Friday.

**PUBLIC HEARING TO PROVIDE A REVIEW OF PROGRAM PERFORMANCE AND STATUS OF GRANT ACTIVITIES FOR COMMUNITY DEVELOPMENT BLOCK GRANT IN THE AMOUNT OF \$63,900 FOR INSTALLATION OF STORM WATER MANAGEMENT SYSTEM, AND CURB, GUTTERS AND PARKING AREA FOR 5-OWNER OCCUPIED HOMES AT 233 PORT STREET, EASTON; A DEVELOPMENT OF HABITAT FOR HUMANITY CHOPTANK.**

At 7:43 p.m., President Ford opened the Public Hearing on the Community Development Block Grant.

Mr. Thomas stated that this is a procedural requirement. He stated that this is the second public hearing of the two required.

Mr. Thomas introduced Ms. Nancy Andrews from Habitat Choptank.

President Ford stated that he supported grant.

Ms. Nancy Andrew, Executive Director Habitat Choptank stated that the grant has provided funds to pay for stormwater management system and curbing.

Ms. Andrew stated that Habitat Choptank will be breaking ground for construction of a duplex in 60 days.

President Ford closed the public hearing at 7:48 p.m. He stated that the record would remain open for written comments until close of business Friday.

**DISCUSSION OF PUD DENSITY IN THE CR ZONE.**

Mr. Thomas stated that this item was placed on the council's agenda at the request of Mr. Bill Stagg that is currently working on a project in the CR Zone. He discussed the project not being permitted under the current density provisions.

Mr. Stagg addressed the council regarding a proposed project and the possibility of entertaining an increase of density in the CR Zone. He discussed the Shireton and the possibility of pursuing a similar project. Mr. Stagg stated that he is present to ask the council to consider changing the density in the CR Zone.

Ms. Malone discussed the problem of parking and the impact of putting that amount of people in a small space. She stated that it makes sense to examine each project on a case by case basis.

President Ford stated that the council should look at making it less difficult for applicants to achieve projects in the town center.

Mr. Stagg agreed with President Ford to take the situation to the Planning Commission for consideration.

**ITEMS BY MEMBERS OF THE COUNCIL.**

Ms. Malone invited everyone to the Academy Art Museum for the National Poetry Out loud Contest Wednesday at 5:30 p.m.

Mr. Wendowski encouraged everyone to take normal precautions in this weather.

Mrs. Cook wished everyone a Happy New Year. She discussed the Martin Luther King Basketball tournament with 15 games on January 20.

**ORDINANCE NO. 635, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING THE TOWN OF EASTON ZONING ORDINANCE."**

President Ford introduced Ordinance No. 635 for a first reading.

**ADJOURN.**

At 8:14 p.m., upon motion by Ms. Malone seconded by Mrs. Cook and carried unanimously, President Ford adjourned the regularly scheduled meeting.

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Kathy M. Ruf, Town Clerk