



Monday, October 6, 2025
Charles County Planning Commission Meeting

This agenda is tentative and subject to change without notice.

A portion of this meeting may be held in Closed Session.

The Planning Commission will be holding this public meeting as a "Hybrid meeting" which means it will be both virtual and limited in-person. The public can watch this meeting on Comcast 95 (SD), Verizon FIOS 10, Roku or Apple TV streaming devices (Charles County Government), and the web at <https://www.charlescountymd.gov/services/media-services/charles-county-government-television/ccgtv-live-stream>. Residents without internet service can listen to the meeting at 301-645-0500.

1. Call to Order/Roll Call

2. APPROVAL OF THE AGENDA - no public comments

3. APPROVAL OF THE MINUTES

3.a September 15, 2025 Minutes

4. CHAIRPERSON'S COMMENTS - no public comments

5. PERSONAL APPEARANCES (items not on the agenda): PUBLIC COMMENTS

6. PUBLIC HEARING: PUBLIC COMMENTS

6.a

Zoning Text Amendment (ZTA) #25-188, Regulatory Enforcement of Encroachments onto County-Owned Land

The Planning Commission will conduct a Public Hearing on staff's request for Amendments to the Charles County Zoning Ordinance to

to provide a regulatory framework for enforcing the property rights of the County by amending §§ 297-3, 297-37, and 297-49, which speak to the applicability of the Charles County Zoning Ordinance, the manner in which land located within Charles County is used and how that use may be changed, and definitions of certain words found within the Charles County Zoning Ordinance.

Staff:

Sarah Guy, Chief of Property Acquisitions
Marc R. Potter, Associate County Attorney

Public Participation:

The Hearing is open to the public and may be attended in person or viewed on [CCGTV](#) (Comcast: 95 and Verizon FIOS: 10).

Written Public Comments can be submitted online by using the webform located [HERE](#). Written comments must be received by **4:30 p.m. on Friday October 3, 2025** in order to allow the Planning Commission time to review them prior to the Hearing. Written comments received after this time and before the closing of the record will be included in the record, but are not guaranteed to be reviewed.

Those wishing to provide comments by speaking during the Public Comment portion of the Hearing may choose to either speak virtually or attend the Hearing in person. Virtual speaker registration forms can be submitted online by using the webform located [HERE](#). Virtual speaker registration forms must be received by **4:30 p.m. on Friday, October 3, 2025**.

[ZTA 25-188 Draft Bill](#)
[ZTA 25-188 Public Notice](#)

7. PUBLIC MEETING: PUBLIC COMMENTS

7.a Affordable Housing Workgroup Report

The Planning Commission will hold a Public Meeting to solicit comments on the draft Affordable Housing Workgroup report, which outlines strategies and recommendations for alleviating Charles County's affordable housing shortage. Feedback from the public is sought before the report and recommendations are forwarded to the Charles County Board of Commissioners.

Staff:

Joel Binkley, AICP, Planning Supervisor

Public Participation:

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[A. CPAT-Charles-County-Maryland-final-report](#)
[B. Charles County Housing Programs](#)

C. HRA Affordable Housing Strategy Guide 2024
CC AH Strategy Exec Summary
CC AH Strategy Volume 1
CC AH Strategy Volume 2
D. 2024 Sentiment Survey Open-Ended Comments
D. Summary of Responses to 2024 Sentiment Survey
E. CPAT Affordable Unit Estimate
F. Affordable Housing PILOT Program 2025.07.01 DRAFT SOP
G. Responses to Policy Options Survey 2025
H. Policy Output Estimates

7.b Acton Sun Land, LLC Recycling Facility (Phase 1) Adequate Public Facilities Findings, Site Development Plan (SDP-220032)

The Planning Commission will consider the Adequate Public Facilities findings for a proposed Site Development Plan. Review and approval of a Site Development Plan is an internal staff function (does not require Planning Commission approval); however, in accordance with § 297-256A, approval of a Major Site Plan does first require the Planning Commission to determine that the proposed project will not adversely affect the adequacy of public facilities serving the area, project, or development.

Applicant (Agent):

Acton Sun Land, LLC (Soltesz, Inc.)

Staff:

Melissa Hively, Planner II

Public Participation:

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1. Staff Report
2. Location Map
3. Zoning Map
4. Aerial Map
5. Site Development Plan (draft)
6. Attachment A - Acton Lane Improvements

8. WORK SESSIONS: No Public Comments

8.a Villages at Swan Point, XPN 07-0010 - Request for Extension of Preliminary Subdivision Plan

Approval and Conformity Review

The Planning Commission will hold a Work Session to consider an Applicant's request for an extension of the approval for the Preliminary Subdivision Plan for The Villages at Swan Point, XPN 07-0010. If granted, this request will extend the approval to August 5, 2028, which is the maximum extension that this Preliminary Subdivision Plan is eligible for. This request required a Conformity Review and an updated Traffic Impact Study to ensure the plan meets the current applicable regulations.

The Planning Commission originally considered this application during a Public Meeting held on [September 15, 2025](#). They deferred their decision and extended the public comment period until 4:30 p.m. on Tuesday, September 30, 2025. The comments received during this time will be provided below no later than Wednesday, October 1, 2025.

Click here to submit written comment: [COMMENT FORM](#) (until 4:30 p.m. Tuesday September 30, 2025 only)

Applicant (Agent):

Swan Point Development Co. LLC (Dewberry)

Staff:

Heather Kelley, AICP, Planning Supervisor

[Public Comment - Christopher Strybing.pdf](#)
[Public Comment - Jacqueline Moore.pdf](#)
[Public Comment - Jason Nawrot.pdf](#)
[Public Comment - Michael Hibler.pdf](#)
[Public Comment - Beth Pence.pdf](#)
[Public Comment - Shane Alley.pdf](#)
[Public Comment - Virginia Douglas.pdf](#)
[Public Comment - Karen Huffman.pdf](#)
[PC_Swan_Point_Comments_Ostwalt_09-25-25.pdf](#)
[PC_Swan_Point_Comments_Reinke_09-25-25.pdf](#)
[PC_Swan_Point_Comments_Brinjak_09-26-25.pdf](#)
[PC_Swan_Point_Comments_JKBilmanis_09-26-25.pdf](#)
[PC_Swan_Point_Comments_Fenton_09-26-25.pdf](#)
[PC_Swan_Point_Comments_Jarboe11995_09-28-25.pdf](#)
[PC_Swan_Point_Comments_Jarboe12015_09-28-25.pdf](#)
[PC_Swan_Point_Comments_Lundegard_09-28-25.pdf](#)
[PC_Swan_Point_Comments_Marson_09-29-25.pdf](#)
[PC_Swan_Point_Comments_Demas_09-25-25.pdf](#)
[PC_Swan_Point_Comments_WG_Jarboe_09-25-25.pdf](#)
[Public Comment - Bilmanis \(B\).pdf](#)
[Public Comment - Bilmanis \(A\).pdf](#)
[Public Comment - Lester Thompson Jr.pdf](#)
[Public Comment - William Tierney.pdf](#)
[Public Comment - Debra McKern.pdf](#)
[Public Comment - Paul Reinke.pdf](#)
[Public Comment - Anne Machetto.pdf](#)
[Public Comment - Nancy Schertler.pdf](#)
[Public Comment - Melanie Tierney.pdf](#)
[PC_Swan_Point_Comments_GLeymeister_09-30-25.pdf](#)
[PC_Swan_Point_Comments_TLeymeister_09-30-25.pdf](#)

[Public Comment - Howard Dent.pdf](#)
[Public Comment - Cathryn Szmurlo.pdf](#)
[Public Comment - Stephen Thompson.pdf](#)
[Applicant Response - Docket250Revised.Recorded.L13544f308.pdf](#)
[Applicant Response - RecordedSwan Point Shoreline AccessEasement.PDF](#)
[Applicant Response - RecordedSwanPointshorelineaccessagreement.pdf](#)
[Applicant Response - 9.30.25Planningcommizsionltr.pdf](#)
[Applicant Response - 20250930_Planning Commission Memo XPN 07-0010.pdf](#)
[Applicant Response \(REVISED\) - 20250930_Planning Commission Memo XPN 07-0010.updated.pdf](#)

9. UNFINISHED BUSINESS: No Public Comments

10. NEW BUSINESS: No Public Comments

10.a Adoption of the 2026 Planning Commission Meeting Schedule

10.b Poll of the Planning Commission Members for New Business

11. DIRECTOR'S REPORT: No Public Comments

12. ADJOURNMENT

13. VIRTUAL MEETING INFORMATION

14. Signed Minutes
