

Laurie Hogans
Chair
Gary Scheltz
Member
Shannon Piasecki
Member
Ethel Duhamell
Alternate



John T. Carroll, Jr.
Mayor
Tyler J. Carpenter
Council Member
Thomas N. Yeager
Attorney
Amber E. Englebach
Zoning Coordinator

Town of Galena
Board of Appeals
Thursday, May 15, , 2025
7:00 PM Meeting Agenda

1. Call to Order
2. Pledge of Allegiance
3. State who is and who is not present at the meeting
4. **Approval** of April 29, 2025, Planning Commission Meeting Record of Motions/Minutes
5. Discussion -Variance Request
 - a. **Setback-variance request**
 - b. 100 S. Main St. Com.Occ. (2025-16) set conditions for food truck on lot
 - i. Size of parcel restrictive with C1 to R1 setback requirements
6. Comments from the Chairperson(s)
7. Comments from the Attorney
8. Public Comments
9. **Approval** of tonight's, May 15, 2025, Audio Minutes
10. Adjournment

VACANT
Chair
Ethel Duhamell
Member
Gary Schelts.
Member
Laurie Hogans
Member



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Mayor
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Town of Galena Board of Appeals Meeting
Thursday, January 16, 2025
7:30 PM Meeting Agenda

January 16, 2025 Meeting called to order at 7:30p.m.

Those in attendance: Members: New Members Laurie Hogans, Gary Schelts, and Ethel Duhamell, Zoning Coordinator: Amber Englebach , Town Attorney: Tom Yeager,

Applicants: **Ellie Greenwell/George Haggerty** are requesting a special exception to allow a daycare center in the C1 district, and a variance of 250ft distance from underground fuel tanks, package stores and liquor stores.

Member **Gary Schelts** motioned to vote **Laurie Hogans as Chair, Ethel Duhamell**, 2nd the motion, all in favor.

Chair **Laurie Hogans** made a motion to approve the Dec 4, 2024 record of motions and minutes. Member **Gary Schelts** 2nd the motion, all in favor, motion carried.

Discussion for Special Exception and Variance request by Ellie Greenwell, Tenant, George Haggerty, Property Owner.
Attorney Tom Yeager explained the definition of both items.


Chair Laurie Hogans read the Public Notice aloud to the board and applicants.

Applicant provided a presentation stating the finding of facts that are required for the BOA to make their decision.

Chair Laurie Hogans, stated to adopt the finding of facts stated by the applicant, and made a motion to approve the Special Exception and Variance request, Member **Ethel Duhamell** 2nd the motion, all in favor, motion carried.

No comments from the Attorney or Members.

Motion to Adjourn by **Member Gary Schelts, Member Ethel Duhamell 2nd, all in favor, motioned carried. 8:05pm**


Amber Englebach
Zoning Coordinator

John T. Carroll, Jr.

Mayor

Sarah E. Merrell

Council Member

Justinian M. Dispenza.

Council Member

Tyler J. Carpenter

Council Member

Cheryl A. Richwine

Council Member



Marisa R. Pisapia

Finance & Administrative Clerk

Amber E. Englebach

Zoning & Historic Resource Coordinator

Chuck M. Woodall

Maintenance & Facilities Coordinator

Thomas N. Yeager

Attorney

Mayor and Council of Galena

101 S. Main Street, Galena, Maryland 21635

www.townofgalena.com • 410-648-5151 • info@townofgalena.com

Contact: Amber Englebach

Zoning Coordinator

(410) 648-5151 ext. 305

**PUBLIC HEARING NOTICE
PLANNING COMMISSION & BOARD OF APPEALS
VARIANCE & SPECIAL EXCEPTION REQUEST
TOWN OF GALENA**

The Planning Commission of the Town of Galena will hold a Special Meeting on Thursday, May 15, 2025, at 6:00 PM at Town Hall, located at 101 S. Main Street, Galena, MD 21635.

The Board of Appeals of the Town of Galena will hold a Public Hearing on a Variance Request for 100 South Main Street (Southeast Corner). This meeting is open to the public and will be held on Thursday, May 15, 2025, at 7:00 PM at Town Hall, located at 101 S. Main Street, Galena, MD 21635. A copy of the request is available for review during normal business hours at the Town Hall.

FOR THE BOARD OF APPEALS & PLANNING COMMISSION

Amber E. Englebach

Zoning Coordinator

John T. Carroll, Jr.
Mayor
Sarah E. Merrell
Council Member
Justinian M. Dispenza.
Council Member
Tyler J. Carpenter
Council Member
Cheryl Richwine
Council Member



Planning Commission of Galena

101 S. Main Street, Galena, Maryland 21635

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Warren S. Walters
Maintenance & Facilities Coordinator
Audrey M. Erschen
Grants & Technology
Amber Englebach
Zoning Coordinator
Chuck Woodall
Maintenance
Marisa Pisapia
Finance & Administrative Clerk
Thomas N. Yeager
Attorney

IN THE MATTER OF THE APPLICATION OF:

(Name and Address of Applicant)

Jacoby Smith
100 S. Main St.
Galena Md, 21635

FOR OFFICE ONLY: CASE NO.

2025-02

DATE FILED:

FILED BY:

Planning Commission

Applicant

TO THE **GALENA** BOARD OF APPEALS: In accordance with
ARTICLE _____ SECTION _____

Of the **GALENA Zoning Ordinance**, as amended, a request is hereby made for:

APPEALING DECISION OF **GALENA** Zoning Coordinator _____ Special Exception _____

Variance X Conditional Use _____ Interpretation _____

DESCRIPTION OF PROPERTY INVOLVED:

Location: 100 S. Main St.

Size of Lot or Parcel of Land: 5,303 Sq Ft.

List Building(s) currently on Property: House / Apartment upstairs
commercial space downstairs

If Subdivision, list Lot and Subdivision number: _____

PRESENT ZONING OF PROPERTY: (circle one) R1 R2 C1 C2 INS

DESCRIPTION OF RELIEF REQUESTED: (List in detail your request in making a change on your property that requires an Appeal Hearing).

Variance request based on size of lot restrictions

If appealing decision of the Zoning Coordinator, list date of decision here: _____

Present owner(s) of Property: [Signature]

Phone: 443-480-5962 Email: mdleclairproperties@gmail.com

If Applicant is not the owner, indicate your interest in the property: _____

Has the property involved ever been subject of previous application? NO

If yes, give Case Number and Date: _____

PLEASE FILL IN BELOW AND ATTACHED HERETO A SKETCH OF THIS PROPERTY

- List all property measurements and dimensions of any buildings currently on the property.
- Add the distance between buildings or proposed buildings and property lines.

NAMES OF ADJOINING PROPERTY OWNERS with LETTERS OF CONSENT

(These must be listed or the application cannot be processed)

Owner(s) of the North: State Roads

Phone: _____ Email: _____

Owner(s) of the East: _____

Phone: _____ Email: _____

Owner(s) of the West: 101 West. Lucy Otera 119 N. Main. ~~Kennedyville~~
Phone: 410 648 6970 Email: Bld B. Suite 2, Gakra

Owner(s) of the South: 102 E. Main Stephanie Picatti 1025 M
Phone: 667 365 0027 Email: slpt.doc@gmail.com

Signature of Applicant or agent or Attorney
[Signature]

Date
April 30/2025

Please file this form with the Zoning Coordinator, accompanied by the filing fee and a sketch of the subject property. The sketch should show the shape of the property, property dimensions, existing and proposed buildings, and setbacks from all property lines.

