

**ADEQUATE PUBLIC FACILITIES
STUDY COMMITTEE**

ACTION MINUTES

MEETING OF JANUARY 27, 2011

The meeting was convened at 7:00 p.m. The following members were present: Jason Anthony, Dennis Cain, Julie Palakovich Carr, Tom Gibney, Soo Lee-Cho, Charles Littlefield, Roald Schrack, Eric Siegel. Sean Hart was absent.

Ms. Waxman, the Senior Assistant City Attorney briefed the committee on the laws regarding open meetings. Since the law applies to this committee, any meeting involving a quorum must have prior notice. The Maryland Public Information Act (MPIA) also applies – any e-mails involving committee business must be preserved.

A motion to use Robert's Rules of Order to govern meetings was passed by a vote of 7-0-1 (Charles Littlefield abstained).

The committee will decide later how they wish to take public comments.

The committee will be supplied with information on projects that may not have even filed due to the APFO. Also, the pipeline of approved but unbuilt and pending projects will be provided.

The next meeting will focus on Article 20 of the zoning ordinance and on the standards manual, while the second meeting will focus on demographic projections and the context of the APFO.

The committee voted 8-0 to meet generally weekly beginning on February 10. There will be a break every third Thursday when the Historic District Commission meets. The staff will send out materials for each meeting on the Friday preceding.

The committee also agreed by consensus to defer election of a chair to a future meeting.

The meeting was adjourned at 9:30 p.m.