



Town Council AGENDA

Monday, January 5, 2026 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

5:30 PM: Call to Order by President Abbatiello.

Opening remarks and Pledge of Allegiance by Councilmember Rev. Davis.

Approval of Minutes.

Meeting summary from 12/15 Attainable Task Force Report Meeting

Meeting summary from 12/15 Council Meeting

Municipal Official Items.

Items by Mayor Cook.

Approval of the re-election of Chief JR Dobson as Chief for EVFD.

Items by Town Manager.

Items by Town Attorney.

Public Hearings.

(cont'd.) Public Hearing to receive comments on Ordinance No. 848, "AN ORDINANCE OF THE TOWN OF EASTON REVISING THE PARKING PROVISIONS IN THE TOWN OF EASTON CODE" and Resolution No. 6215, "A RESOLUTION OF THE TOWN OF EASTON REVISING THE TOWNS LICENSE, APPLICATION, PERMITS, INSPECTIONS, CERTIFICATE AND OTHER FEES." *(for parking fees only)*

5:35PM PUBLIC HEARING to solicit public comment on Ordinance Number 850, which proposes a series of amendments to Chapter 28 of the Town Code (Zoning) and one amendment to Chapter 25 of the Town Code (Subdivision). Additionally, the Council will hear comments on Ordinance Number 851, a separate proposed amendment to the Zoning Code, which would revise the Town's Planned Redevelopment Overlay District by collectively clarifying and establishing a process outlining the thresholds of development types and intensities which can be reviewed administratively, by the Planning Commission, or, by implication, are not permitted through the PR process.

Legislation.

Ord. 848, "AN ORDINANCE OF THE TOWN OF EASTON REVISING THE PARKING PROVISIONS IN THE TOWN OF EASTON CODE."

Res. No. 6215, "A RESOLUTION OF THE TOWN OF EASTON REVISING THE TOWNS LICENSE, APPLICATION, PERMITS, INSPECTIONS, CERTIFICATE AND OTHER FEES." *(for parking fees only)*

Ord. 850, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING CHAPTERS 25 (SUBDIVISION) AND 28 (ZONING) OF THE TOWN OF EASTON."

Ord. 851, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING CHAPTER 28 (ZONING) OF THE TOWN CODE."

Public Participation/Comments.

Committee Reports by Members of the Council

Items by Members of the Council:

Adjournment.

The public can access the meeting as follows:

<https://www.eastonmd.gov/129/Agendas-Minutes>

If you are an Easton Velocity Cable TV subscriber, you can view the meeting live on Channel 98.

Please note: There is a possibility of all or part of the meeting may be held in Closed Session.

Easton Volunteer Fire Department, Inc.

SINCE 1808

"Service For Others"

315 LEONARD RIECK DRIVE
EASTON, MD 21601

TELEPHONE
(410) 822-4848

17 December 2025

Mayor Megan Cook
Mayor and Council Office
P.O. Box 520
Easton, MD. 21601

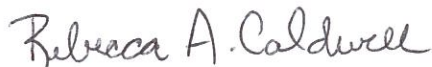
Dear Mayor Cook:

The officers and members of the Easton Volunteer Fire Department, Inc. wish to inform you that on December 1, 2025, at a regular meeting of the department, the membership did elect James R. Dobson to the office of Chief for 2026 via unanimous ballot.

J.R., as he is known to us, has been a member in good standing with this department since 2004. He has worked his way up through the ranks of the fire line officers and will continue his role of Chief with many years of leadership and experience.

We therefore wish to submit the name of James R. Dobson to the Fire Board and Town Council. We are very proud to inform you and the Council of our decision and look forward to working with all of you in the upcoming year.

Sincerely,



Rebecca A. Caldwell
Secretary
Easton Volunteer Fire Department, Inc.

ORDINANCE NO. 848

AN ORDINANCE OF THE TOWN OF EASTON REVISING THE
PARKING PROVISIONS IN THE TOWN OF EASTON CODE

INTRODUCED BY: _____

WHEREAS, Chapter 17, Article IV of the Town Code contains parking provisions
applicable throughout the Town of Easton; and

WHEREAS, the Town Council wishes modify the parking provisions.

NOW, THEREFORE, be it ordained by the Town of Easton that:

Section 1. The recitals set forth above are incorporated herein by reference and
made a part of this Ordinance.

Section 2. Section 17-24 of the Code of the Town of Easton is hereby amended to
modify the parking time limits:

Section 17-24. Parking time limits.

(a) Between the hours of ~~7:00~~ **8:00** A.M. and ~~7:00~~ **4:00** P.M. the parking of all vehicles shall
be limited in time on those streets as may be designated by the ~~t~~**Town** ~~e~~**Council**, by resolution,
and posted by signs ***or a digital parking interface*** setting forth the limits. (Ordinance 848,
effective_____, historical reference 3, 85, 460)

(b) No person shall park a vehicle for more than three cumulative hours in any one day in one
or more ~~free~~, time-controlled street parking spaces between the hours of ~~7:00~~ **8:00** A.M. and
~~7:00~~ **4:00** P.M. This regulation does not apply to ~~metered spaces or~~ spaces reserved for
permitted parking. (Ordinance 848, effective _____, historical reference 3, 460, 607)

Language to be deleted is shown in ~~**bold strikethrough**~~ text
Language to be added is shown in ***bold italics***

Section 3. Section 17-26.1 of the Code of the Town of Easton is hereby amended

to modify the reference to meters:

Section 17-226.1. Parking ~~Meter~~ rates.

On-street and off-street parking ~~meter~~ rates for the Town of Easton shall be established from time to time by the Town Council by resolution. (Ordinance 848 effective _____, historical reference 52, 67, 77, 108, 109)

Language to be deleted is shown in ~~**bold strikethrough**~~ text

Language to be added is shown in ***bold italics***

Section 4. Section 17-30 of the Code of the Town of Easton is hereby amended to modify the parking regulations:

Section 17-30. *Parking Regulations.*

(A) Parking in the lots shall be available to the public in accordance with the rules and regulations as may ~~not or~~ hereafter be promulgated by the ~~e~~**Council**, or by the police department. However, the ~~the~~**Town** shall not be responsible or liable for any loss, damage, or injury which may occur to any person or motor vehicle while on the lot.

(B) Parking in any municipally owned or operated parking lot shall be limited to 24 hours at any one time.

(C) Passenger vehicles and pickup trucks without overhanging loads are permitted, but no unlicensed motor vehicle and no trucks shall be parked in the lots.

(D) Motor vehicles permitted to park in the lots shall park within the marked lines and against the barriers with care.

(E) The speed limit in the municipally owned or operated parking lots shall be 10 miles per hour.

(F) All vehicles shall exit from the lots by the center lane only.

(G) All keys are to be removed from the locks of the vehicles while parked.

(H) Being rowdy, the throwing of bottles, cans, papers, or other trash is forbidden.

(I) All vehicles using the lots shall obey the traffic signs there placed and shall enter the lanes as directed. (Ordinance 39 effective 1/20/1953, historical reference 3, 31)

(J) Parking permits shall be available for purchase from the town ~~in those numbers, for these periods of time, and~~ at such fees as the Council shall by ~~motion~~ ***resolution*** provide. Said parking

permits ~~shall be permanently affixed and prominently displayed on the lower right corner of the rear window of the authorized vehicle and~~ shall authorize said vehicle to be parked at any municipally owned or operated parking lot without payment of *timed* parking ~~meter~~ charges. Use of Parking Permits is not authorized for on-street ~~metered~~ *paid* parking. Any vehicle having an Easton Parking Permit incurring three or more unpaid parking tickets during any six-month period shall result in revocation of said permit with no refund of fees paid. (Ordinance 848 effective _____, historical reference 69)

Upon the sale, transfer, or disposal of an authorized vehicle, *the payor of the Parking Permit is responsible for notifying the Town of cancellation of the permit.* ~~be surrendered to the Police Department or destroyed under their supervision. A nominal fee will be charged for the issuance of a replacement permit covering the unexpired term of the original.~~ (Ordinance 848 effective _____, historical reference 69)

(K) All motor vehicles parked in a lot owned by the ~~town~~ Town shall *be parked in a manner so that the license plate of the vehicle is visible from the travel lane of the parking lot.* ~~have the front end of the vehicle parked closest to the meter.~~ (Ordinance 848 effective _____, historical reference 265)

Language to be deleted is shown in ~~bold strikethrough~~ text
Language to be added is shown in *bold italics*

Section 5. In accordance with Article II Section 9 of the Easton Town Charter, this ordinance shall become effective twenty (20) calendar days after approval by the Mayor or passage of this ordinance by the Council over the Mayor's veto.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Ordinance was passed by a ye and nay vote of the Council this _____ day of _____, 2025.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2026.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____
Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2026.

RESOLUTION NO. 6215

A RESOLUTION OF THE TOWN OF EASTON REVISING THE TOWNS LICENSE, APPLICATION, PERMITS, INSPECTIONS, CERTIFICATE AND OTHER FEES

INTRODUCED BY: _____

WHEREAS, by Resolution 6188, the Town Council established a schedule for license, application, permits, inspection, certificates and other fees; and

WHEREAS, the Town Council wishes amend the schedule for licenses, applications, permits, inspections, certificates and other fees; and

NOW, THEREFORE, the Town of Easton hereby resolves as follows:

Section 1. The following amendments to the schedule of fees are hereby adopted:

TOWN OF EASTON – SCHEDULE OF FEES	
BUSINESS LICENSES The following enumerated license fees shall be paid to the Town by the person subject to the licensing provisions of this Code. Such license fee shall be paid annually unless otherwise specified herein.	
(a) Amusement Devices	\$10.00 per day (Including but not limited to carousels, merry-go-rounds, flying horses and gravity railroads)
(b) Billiards and Pool Parlors	
(i) First Table	\$5.00
(ii) Each Additional Table	\$2.50
(c) Bowling Alleys	
(i) One Alley	\$10.00
(ii) Two or More Alleys	\$20.00
(iii) One Box Ball Alley	\$5.00
(iv) Each Additional Box Ball Alley	\$2.50
(d) Circuses and Menagerie Show	\$75.00 per day
(e) Peddlers	
(i) Per Year	\$500.00 per person
(ii) Daily	\$100.00 per person
(f) Private Skating Rinks	
(i) Per Year	\$25.00
(ii) For Periods less than a Year	\$5.00 per month or fraction of a month
(g) Traveling Shows, Athletic Exhibitions, Concert Performances, Dramatic Performances, Motion Pictures and Vaudeville Shows	
(i) Non-Resident Performers	\$25.00 per performance
(ii) Performance is under management of regularly operating theater in Town or primarily for the benefit of and under the auspices of some local organization, business or charity	No Fee
(h) Transient Business	
(i) First two (2) Days	\$500.00 each day
(ii) Each Additional Day	\$150.00
OTHER LICENSES AND PERMITS	
(a) Cat and Dog Licenses	As prescribed by Talbot County
(b) Parking Permit	
(i.) Residential	No Charge
(ii.) Residential Additional Visitor	\$1.00
(c) Off Street Parking Permit	

(i) January—December Monthly	\$175.00 \$30.00
(ii) Replacement	\$15.00
(d) Blue Parking Permit Off-Street Parking Permit—premium (Lots 1 & 2 and all other Lots)	
(i) January—December Monthly	\$300.00 \$50.00
(e) Hourly Parking Meter Rates	\$0.25 in Lots 3, 4 and 6 and \$0.50 in Lots 1, 2 and 5 <i>(i) Parking Lots \$2.50 per hour/\$10.00 day pass</i> <i>(ii) Street Parking – Additional hour over free time limit \$8.00</i>
(f) Smart Parking Application, Minimum Charge-Failure to Activate Parking Session	\$10.00
<i>(i) First Violation</i>	\$30.00
<i>(ii) Second Violation within one calendar Year</i>	\$55.00
<i>(iii) Third or Subsequent Violation within one calendar year</i>	\$105.00
(g) Parking Fines	
(i.) Expired Meter or Exceeding Posted Allowed Time Limit	
First Violation	\$25.00 \$30.00
Second Violation within one calendar year	\$50.00 \$55.00
Third or Subsequent Violation within one calendar year	\$100.00 \$105.00
(ii.) Vehicle Backed into Meter/Pole <i>Not Displaying License Plate to Center Lane of Parking Lot</i>	\$25.00
(iii) Parking Outside Designated Space	\$25.00
(iv) Other Violation (Resolution 6060)	\$25.00
(v) Fire Lane	\$50.00 \$100.00
(vi) Handicapped Parking	\$75.00 \$150.00
(vii) Fire Hydrant	\$50.00 \$100.00
(viii) Yellow Curb	\$50.00
(ix) Blocking/Obstructing Driveway	\$50.00
(x) Other Violation (Parking in Crosswalk, etc. - Resolution 6060)	\$50.00
(h) Sidewalk Cafes Permit	
(i) First time permit fee	\$75.00
(ii) Renewal fee	\$25.00
ZONING AND SUBDIVISION FEES Note items with an * and see information following the Schedule of Fees	
(a) Annexation*	\$15,000.00
(b) Zoning Map or Text Amendment*	\$5,000.00
(c) Subdivision*	
(i) Subdivisions Minor Review	\$400.00 Base fee plus \$200.00 per lot
(ii) Subdivision Major Review	\$600.00 Base fee plus \$400.00 per lot
(iii) Lot Line Revision	\$500.00
(d) Growth Allocation Review*	\$5,000.00
PLAN REVIEWS	
(a) Site Plan Review (5,000 Square Feet or greater GFA or addition of 10% or greater GFA)	\$2,700.00
(b) Planned Unit Development (PUD) - General or Planned Healthcare (HC)*	\$8,000.00
(i) Material Review	\$5,000.00
(ii) Non-Material Review	\$3,000.00
(c) PUD - Infill and Redevelopment	\$5,000.00
(i) Material Review	\$4,000.00

(ii) Non-Material Review	\$2,000.00
(d) MXW Zoning District Site Plan Review*	\$8,000.00
(e) Planned Redevelopment (PR) Review*	\$500.00 plus additional review fees as determined
(f) Forest Conservation Plan Review	
(i) Less than five (5) acre site	\$500.00
(ii) Greater than five (5) acre site	\$800.00
(iii) Fee-in-lieu	\$0.305 per square foot
(g) Critical Area Plan Review	
(i) Buffer Management Plan	\$150.00
(ii) Critical Area Vegetation Removal	\$100.00
(iii) Buffer Mitigation Fee-in-Lieu	\$1.50 per square foot
(iv) Outside the Buffer Fee-in-Lieu	\$0.30 per square foot
(h) Impact Fees	
(i) Residential Single Family	\$4,120.00
(ii) Multi Family	\$3,070.00
(iii) Retail - Commercial	\$2.48 per square foot
(iv) Office	\$1.49 per square foot
(v) Warehousing	\$0.42 per square foot
(vi) Industrial	\$0.68 per square foot
(vii) Institutional	\$1.57 per square foot
(viii) Medical	\$2.33 per square foot
(ix) Hotel	\$0.97 per square foot
MIXED-USE WATERFRONT DISTRICT	
(a) Bonus Provisions - Development Incentives	
(i) Residential	\$9.50 per square foot
(ii) Commercial or Mixed Use	\$7.60 per square foot
ADDITIONAL REVIEWS AND INSPECTIONS	
(a) Commercial As-Built Review and Inspection	\$300.00
(b) Critical Area Review and Inspection	\$125.00
(c) Pier or Shoreline Erosion Control Review and Inspection	\$150.00
(d) Traffic Impact Study Review*	\$500.00
(e) Signs	
(e) Tree Removal	\$75.00
(f) Waiver Request	\$50.00
(g) Family Day Care Review	\$100.00 (without Board of Appeals hearing)
(h) Zoning Verification, Temporary Use or Special Event	\$50.00
(i) Enterprise Zone	\$500.00
HISTORIC DISTRICT COMMISSION	
(a) Residential Applications	\$75.00
(b) Commercial Applications	\$200.00
(c) Commercial Sign Applications	\$75.00
(d) Consent Docket and Staff Approval Application	\$25.00
BOARD OF APPEALS FEES	
(a) Variances	\$250.00
(b) Special Exceptions	\$700.00
(c) Appeals	\$550.00 Refundable if appeal is successful
(d) Sign Replacement Fee (Non-Returned Signs)	\$40.00
PLANNING COMMISSION FEES	
(a) Concept, Use and Design Review	\$250.00

PUBLIC SAFETY LICENSES, PERMITS AND FEES	
(a) Bicycles, Permit-License	\$1.00 (Permanent)
(b) Public Assemblies Permit	\$100.00 (per each open air public meeting, rally, conference, assembly or similar gathering)
(c) Standard Billing Rate per Officer	\$65.00 per hour
(d) Standard Billing Rate per Meter Enforcement Officer	\$40.00 per hour
(e) Standard Billing Rate per Crossing Guard	\$35.00 per hour
(f) Standard Billing Rate	\$50.00 per hour per employee
ENGINEERING AND PUBLIC WORKS FEES	
(a) Curb Cuts	\$50.00 per linear foot
(b) Concrete Sidewalks	
(i.) 1-100 Square Feet	\$20.00 per square foot
(ii.) 101-500 Square Feet	\$17.00 per square foot
(iii.) >500 Square Feet	\$14.00 per square foot
(c) Driveway Apron Residential	\$20.00 per square foot
(d) Driveway Apron Commercial	\$20.00 per square foot
(e) Valley Gutter	\$65.00 per linear foot
(f) Pervious Paver Sidewalk	\$30.00 per square foot
(g) Brick Sidewalk	\$30.00 per square foot
(h) Street Patching (Asphalt)	\$24.00 per square foot
(i) Standard Billing Rate	\$50.00 per hour per employee
(j) Municipal Solid Waste Disposal	
(i.) Single Family Residence	\$240.00 per year
(ii.) Multi- Family	\$215.00 per unit per year
(iii.) Commercial	\$2,000.00 per existing 2 CY dumpster
(k) Municipal Recycling	
(i.) Single Family Residence	\$80.00 per unit per year
(ii.) Multi- Family	\$75.00 per unit per year
(iii.) Commercial	\$265.00 per existing unit per year
GRADING PERMITS	
Grading Permit fees are waived when a Building Permit is approved for the same project	
(a) Less than 5,000 sq. ft.	\$200.00
(b) 5,000 sq. ft. to 20,000 sq. ft.	\$250.00
(c) Over 20,000 sq. ft.	\$350.00
RIGHT OF WAY ACCESS (ROW) APPLICATIONS	
Town Legal Fees will be an additional expense to the Applicant when legal documents are required ROW Application Fees are waived when a Building Permit or Grading Permit is approved for the same project	
(a) Application Fee (Residential)	\$50.00
(b) Application Fee (Commercial/Industrial)	\$500.00
(c) Application Fee (Each Pole Mounted Device)	\$500.00
(d) Application Fee (Each New or Replacement Pole)	\$1,000.00
(e) Annual Fee per Pole Mounted Device	\$270.00
STORMWATER MANAGEMENT PLAN REVIEW	
(a) For projects up to one (1) acre	\$1,250.00
(b) For project over one (1) acre	\$3,000.00
ADDITIONAL REVIEWS AND INSPECTIONS	
(a) Commercial As-Built Review and Inspection	\$300.00

PARKS AND RECREATION FEES	
NORTH EASTON SPORT COMPLEX Nonrefundable, per field, per hour	
(a) Daytime use, without lights	
(i.) Easton/Talbot Recreational Organizations/Teams	\$0.00
(ii.) Out-of-Town/County Organizations/Teams	\$35.00
(iii) Travel Organization/Teams	\$35.00
(b) Evening use, with lights	
(i.) Easton/Talbot Recreational Organizations/Teams	\$0.00
(ii.) Out-of-Town/County Organizations/Teams	\$60.00
(iii) Travel Organization/Teams	\$60.00
CODE ENFORCEMENT & BUILDING INSPECTION LICENSES	
RENTAL HOUSING	
(a) Rental Housing License	\$25.00 per unit per year
BUILDING INSPECTION APPLICATIONS AND PERMITS	
APPLICATION REVIEW	
(a) Residential	\$125.00
(b) Commercial	\$225.00
(c) Residential Revision	\$60.00
(d) Commercial Revision	\$120.00
(e) Temporary Structures	\$50.00
BUILDING PERMITS** Building Permit fees are waived when less than the Application Review fee. Each Building Permit issued is inclusive of one non-refundable re-inspection. See endnote ** regarding fee waiver for affordable housing under certain circumstances.	
(a) New Construction and Additions	The Permit Fee is determined using the “Building Gross Area”, multiplied by the “Square Foot Construction Costs” (as published in the Building Safety Journal by the International Code Council, which is updated at six-month intervals), multiplied by a “Permit Fee Multiplier” of .0085
(b) Existing Buildings	
(i.) Repairs	20% of the Permit Fee for New Construction
(ii.) Alteration Level 1	40% of the Permit Fee for New Construction
(iii.) Alteration Level 1 – Reroofing	15% of the Permit Fee for New Construction (\$2,500 maximum)
(iv.) Alteration Level 1 – Residential Reroofing	\$200.00 (\$125.00 + \$75.00 Certificate of Completion)
(v) Alteration Level 2	60% of the Permit Fee for New Construction
(vi.) Alteration Level 3	80% of the Permit Fee for New Construction
(vii.) Change of Occupancy	80% of the Permit Fee for New Construction
(viii.) Historic Buildings	80% of the Permit Fee for New Construction
(ix) Relocated or Moved Buildings	60% of the Permit Fee for New Construction
(c) Temporary Structures	50% of the Application and Permit Fees
(d) Temporary Structures w/Building Permit	No Fee
MECHANICAL, PLUMBING/FUEL GAS AND ELECTRICAL TRADE PERMITS Each Trade Permit issued is per contractor and is inclusive of one non-refundable re-inspection.	
Commercial Trade Permit Fees are determined using the “Building Gross Area for New Construction and Additions and the Work Area for Existing Buildings and Site Systems”, multiplied by the “Square	

Foot Construction Costs” (as published in the Building Safety Journal by the International Code Council, which is updated at six-month intervals), multiplied by a “Permit Fee Multiplier” as indicated below;	
MECHANICAL PERMITS	
(a) Residential Mechanical Systems	\$125.00 per dwelling
(b) Residential Mechanical Systems	\$85.00 per dwelling (trade project only without building permits)
(c) Commercial Mechanical Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
PLUMBING/FUEL GAS PERMITS	
(a) Residential Plumbing Systems	\$75.00 per dwelling
(b) Residential Fuel Gas Systems	\$75.00 per dwelling
(c) Residential Fuel Gas Systems	\$75.00 per dwelling (trade project only without building permits)
(d) Commercial Plumbing or Fuel Gas Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
ELECTRICAL PERMITS	
(a) Residential Electrical Systems	\$125.00 per dwelling
(b) Residential Electrical Systems	\$75.00 per dwelling (trade project only without building permits)
(c) Residential Signaling Systems	\$75.00 per dwelling
(d) Swimming Pool, Spas & Hot Tub Electrical	\$95.00 each
(e) Commercial Electrical Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
(v) Signaling Systems	“Permit fee Multiplier” of .0003
ADDITIONAL PERMITS	
(a) Decks	\$75.00 per permit
(b) Demolition	\$200.00 plus \$2,500.00 bond or letter of credit
(c) Fences	\$75.00 per permit
(d) Signs	\$150.00 per sign
(e) Swimming Pool, Spa and Hot Tub	\$180.00 per permit
CODE ENFORCEMENT, BUILDING INSPECTION & ZONING INSPECTIONS AND CERTIFICATES	
INSPECTIONS	
Each Rental Unit Inspection is inclusive of one non-refundable re-inspection.	
(a) Added Inspection	\$150.00
(b) Property Maintenance Inspection	\$80.00
(c) Rental Unit Inspection	\$100.00 per unit
(d) Re-Inspections	
(i) Residential Building Permits	\$150.00
(ii) Commercial Building Permits	\$250.00
(iii) Residential Mechanical, Plumbing, Fuel Gas, Electrical, Grading and Additional Permits	\$75.00
(iv) Commercial Mechanical, Plumbing, Fuel Gas, Electrical, Grading and Additional Permits	\$125.00
(iv) Rental Unit	\$35.00 per unit

(e) Inspection Violations	
(i) Certificate Violation	\$500.00
(ii) Permit Violation	\$500.00
(iii) Stop Work Order Violation	\$500.00
(iv) Life Safety Violation	\$250.00
CERTIFICATES	
(a) Use and Occupancy	\$125.00
(b) Use and Occupancy – Update	\$25.00
(c) Completion	\$75.00
(d) Furniture, Fixture, Equipment (Stocking)	\$150.00
(e) Temporary Use	\$250.00
(f) Temporary Structures	\$50.00
(g) Temporary Structure Renewal	\$25.00
MARYLAND PERMIT FEES	
(a) Home Builder Guaranty Fund	\$50.00
OTHER FEES	
(a) Dishonored of NSF Check Charge	\$25.00 per check
(i) By Mortgage Company	\$25.00 per each property tax id account impacted
(b) Copy Charge	\$0.50 per page if paper, \$25.00 if provided on USB thumb drive or equivalent
(c) Large Format Copy Charge	\$0.75 per square foot
(d) Audio Tape Duplication Fee	\$20.00 per tape or CD (if digital format)
(e) Easton Utilities Charges	See Easton Utilities Tariffs
(f) Written Report for Real Property Taxes	\$5.00 per Property ID Number
(g) Digital Record for Real Property Taxes	
(i) 0 to 50 Accounts	\$25.00
(ii) 51 to 250 Accounts	\$100.00
(iii) Over 251 Accounts	\$200.00
(h) Convenience Charge	
(i) Credit Card	2.50%
(ii) Debit Card	\$3.95
(iii) Electronic Check	\$3.00
(i) Fire Department Room Rental	See Resolution No. 5680 for Terms and Conditions
(i) Less than Four (4) Hours	\$400.00
(ii) Four (4) to Six (6) Hours	\$450.00
(iii) Six (6) to Eight (8) Hours	\$500.00
(iv) Over Eight (8) Hours	\$600.00
(v) Custodian Charge	\$25.00 per hour

* The fees designated with asterisks represent the minimum fees. The Applicant shall reimburse the Town for the reasonable costs incurred by the Town from third parties (including Easton Utilities) who invoice the Town for their services rendered to the Town. All billing rates, fees, and out-of-pocket costs of all such third-party costs shall be billed at their rates otherwise charged to the Town or as otherwise agreed upon by the Town and the entity providing the service. Third party costs include, but are not limited to, legal fees, engineering fees, consulting fees, inspection fees, court reporting fees, advertisement costs for publishing and posting of public notices, etc. In addition to the fees and expenses from third parties, the Applicant shall reimburse the Town for the reasonable time spent by Town employees relating to the consideration, analysis and/or evaluation of the issues relating to, and/or the processing of, the application on behalf of the Town. Town employees will log their time spent on the application, and the Applicant shall reimburse the Town for this time at the rate of seventy-five dollars (\$75.00) per hour or portion thereof. The minimum base fee collected will be applied to all outstanding bills and the Applicant will be billed for all fees, costs, and expenses in excess of the minimum base fee. No final action will be taken on any application with an outstanding balance. At any time during the processing of an application that the Applicant is more than thirty (30) days in arrears, all action on the application will cease until the Town’s costs are reimbursed in full.

****Waiver of Building Permit fees for certain affordable housing units. The Town will waive payment of Building Permit fees under the following circumstances:**

- 1. The applicant is a tax exempt “charitable organization” under Internal Revenue Service Code Section 501C(3). The applicant shall provide a copy of the IRS’s determination letter that it is a charitable organization and shall certify in writing that the determination of charitable status has not been revoked;
- 2. The property will be initially offered to sale only to persons meeting the eligibility standards for participation in the Town of Easton’s Affordable Housing Program as those standards are determined from time to time by the Easton Affordable Housing Board; and
- 3. The property will be sold subject to a covenant that it will be owner-occupied

The Town may request further documentation from the applicant as to any of these matters and before waiving the building permit fee.

Language to be deleted is shown in ~~**bold strikethrough**~~ text
Language to be added is shown in ***bold italics***

Section 2. The list of fees set forth herein is not all-inclusive. There may be other fees which are in addition to the fees set forth above and which are included in other ordinances and resolutions of the Town.

Section 3. This Resolution shall become effective after adoption by the Town Council and approval by the Mayor.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Resolution was passed by a yea and nay vote of the Council this _____ day of _____, 2025.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2025.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____
Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2025

TOWN OF EASTON
NOTICE OF PUBLIC HEARING - ORDINANCES NO. 850 & NO. 851
PROPOSED AMENDMENTS TO CHAPTER 28 (ZONING)
AND CHAPTER 25 (SUBDIVISION) OF THE EASTON TOWN CODE

The Council of the Town of Easton will hold a public hearing on Monday, January 5, 2026 at 5:35 P.M. in the Council Meeting Room, 14 South Harrison Street. The purpose of this hearing is to solicit public comment on Ordinance Number 850, which proposes a series of amendments to Chapter 28 of the Town Code (Zoning) and one amendment to Chapter 25 of the Town Code (Subdivision). Additionally, the Council will hear comments on Ordinance Number 851, a separate proposed amendment to the Zoning Code, which would revise the Town's Planned Redevelopment Overlay District by collectively clarifying and establishing a process outlining the thresholds of development types and intensities which can be reviewed administratively, by the Planning Commission, or, by implication, are not permitted through the PR process.

The purpose of the proposed amendments proposed by Ordinance 850 are summarized as follows:

- Add definitions of the terms “shed,” “swimming pool,” “patio,” and “private spa” to the Zoning Code.
- Add a maximum size standard to the supplemental standards for the use “detached garage or shed.”
- Revise the exceptions to tree species list (Section 28-1014.3 B).
- Replace Section 28-1008 (Visibility at Intersections) with revised and updated provisions.
- Delete the Term “Parking District” from the Code (except for the still appropriate term, “Residential Parking District”).
- Add options for single-family detached homes to satisfy parking requirements.
- Increase the minimum aisle width between 90 degree parking spaces from 24 to 25 feet.
- Increase the length of time that a nonconforming use becomes abandoned from six months to one year.
- Make four corrections to the Zoning Map.
- Revise language to the MXW architectural standards regarding use types and percentage of first floor frontages that must be devoted to windows or doors in that Zoning District.
- Replace the term “LEED Bronze” with “LEED Certified.”
- Replace the term “Single-family attached” with “townhome.”
- Revise the internal illumination standards for signs.
- Update the language of the sign regulations that exempt gasoline price information from the provisions of those regulations.
- Create a definition and supplemental standards for a new use “Donation Centers” and revise supplemental standards associated with the use “Donation Bin.”
- Clarify what are considered acceptable driveway/parking lot materials.
- Increase the effective length of Historic District Commission Certificate of Appropriateness approvals from six months to two years.

- Add options for single-family detached and duplex uses to satisfy their offstreet parking requirements.
- Clarify the intent of Section 28-1001.2 D, which prohibits off-street parking arrangements which requires cars to back into streets to indicate that this shall be based on the type of street and not the use of the property.
- Clarify that exceptions to setbacks are not permitted when such an exception would encroach upon an easement.
- Provide more options for satisfying the single-family detached differentiation requirements (Section 28-1007.1 1 16 d)
- Amend the Table of Permissible Uses to change the treatment of the use “automotive repair garage” from a Prohibited use to a use permitted via Special Exception in the CB Zoning District.
- Reestablish a required plat note in Section 25-4009 (e) (1) j., of the Subdivision Regulations (Section 25 of the Town Code) that was inadvertently deleted pursuant to the previous comprehensive update of the regulations.

The public is hereby invited to comment on the proposed amendments. Such comments may be either submitted in writing at any time prior to the Hearing, or made in person at the Hearing. Ordinances 850 and 851 are available for public inspection on the Town of Easton’s website (www.Eastonmd.gov).

Persons wishing to attend or participate in the public hearing who require special accommodations or assistance because of a disability should contact the Town Clerk, Kathy Ruf at the Town Office, telephone number (410) 822-2525 during normal business hours by January 2, 2026.

Kathy M. Ruf
Town Clerk

Note to Star Democrat: Please publish the above ad in the December 21, 2025 and December 31, 2025 issues of the Star Democrat and send a Certificate of Publication to: Town Clerk, Town of Easton, P.O. Box 520, Easton, MD 21601.

ORDINANCE NO. 848

AN ORDINANCE OF THE TOWN OF EASTON REVISING THE
PARKING PROVISIONS IN THE TOWN OF EASTON CODE

INTRODUCED BY: _____

WHEREAS, Chapter 17, Article IV of the Town Code contains parking provisions
applicable throughout the Town of Easton; and

WHEREAS, the Town Council wishes modify the parking provisions.

NOW, THEREFORE, be it ordained by the Town of Easton that:

Section 1. The recitals set forth above are incorporated herein by reference and
made a part of this Ordinance.

Section 2. Section 17-24 of the Code of the Town of Easton is hereby amended to
modify the parking time limits:

Section 17-24. Parking time limits.

(a) Between the hours of ~~7:00~~ **8:00** A.M. and ~~7:00~~ **4:00** P.M. the parking of all vehicles shall
be limited in time on those streets as may be designated by the ~~t~~**Town** ~~e~~**Council**, by resolution,
and posted by signs *or a digital parking interface* setting forth the limits. (Ordinance 848,
effective_____, historical reference 3, 85, 460)

(b) No person shall park a vehicle for more than three cumulative hours in any one day in one
or more ~~free~~, time-controlled street parking spaces between the hours of ~~7:00~~ **8:00** A.M. and
~~7:00~~ **4:00** P.M. This regulation does not apply to ~~metered spaces or~~ spaces reserved for
permitted parking. (Ordinance 848, effective _____, historical reference 3, 460, 607)

Language to be deleted is shown in ~~bold strikethrough~~ text
Language to be added is shown in ***bold italics***

Section 3. Section 17-26.1 of the Code of the Town of Easton is hereby amended

to modify the reference to meters:

Section 17-226.1. Parking ~~Meter~~ rates.

On-street and off-street parking ~~meter~~ rates for the Town of Easton shall be established from time to time by the Town Council by resolution. (Ordinance 848 effective _____, historical reference 52, 67, 77, 108, 109)

Language to be deleted is shown in ~~**bold strikethrough**~~ text

Language to be added is shown in ***bold italics***

Section 4. Section 17-30 of the Code of the Town of Easton is hereby amended to modify the parking regulations:

Section 17-30. *Parking Regulations.*

(A) Parking in the lots shall be available to the public in accordance with the rules and regulations as may ~~not or~~ hereafter be promulgated by the ~~e~~**Council**, or by the police department. However, the ~~t~~**Town** shall not be responsible or liable for any loss, damage, or injury which may occur to any person or motor vehicle while on the lot.

(B) Parking in any municipally owned or operated parking lot shall be limited to 24 hours at any one time.

(C) Passenger vehicles and pickup trucks without overhanging loads are permitted, but no unlicensed motor vehicle and no trucks shall be parked in the lots.

(D) Motor vehicles permitted to park in the lots shall park within the marked lines and against the barriers with care.

(E) The speed limit in the municipally owned or operated parking lots shall be 10 miles per hour.

(F) All vehicles shall exit from the lots by the center lane only.

(G) All keys are to be removed from the locks of the vehicles while parked.

(H) Being rowdy, the throwing of bottles, cans, papers, or other trash is forbidden.

(I) All vehicles using the lots shall obey the traffic signs there placed and shall enter the lanes as directed. (Ordinance 39 effective 1/20/1953, historical reference 3, 31)

(J) Parking permits shall be available for purchase from the town ~~in those numbers, for these periods of time, and~~ at such fees as the Council shall by ~~motion~~ ***resolution*** provide. Said parking

permits ~~shall be permanently affixed and prominently displayed on the lower right corner of the rear window of the authorized vehicle and~~ shall authorize said vehicle to be parked at any municipally owned or operated parking lot without payment of *timed* parking ~~meter~~ charges. Use of Parking Permits is not authorized for on-street ~~metered~~ *paid* parking. Any vehicle having an Easton Parking Permit incurring three or more unpaid parking tickets during any six-month period shall result in revocation of said permit with no refund of fees paid. (Ordinance 848 effective _____, historical reference 69)

Upon the sale, transfer, or disposal of an authorized vehicle, *the payor of the Parking Permit is responsible for notifying the Town of cancellation of the permit.* ~~be surrendered to the Police Department or destroyed under their supervision. A nominal fee will be charged for the issuance of a replacement permit covering the unexpired term of the original.~~ (Ordinance 848 effective _____, historical reference 69)

(K) All motor vehicles parked in a lot owned by the ~~town~~ Town shall *be parked in a manner so that the license plate of the vehicle is visible from the travel lane of the parking lot.* ~~have the front end of the vehicle parked closest to the meter.~~ (Ordinance 848 effective _____, historical reference 265)

Language to be deleted is shown in ~~bold strikethrough~~ text
Language to be added is shown in *bold italics*

Section 5. In accordance with Article II Section 9 of the Easton Town Charter, this ordinance shall become effective twenty (20) calendar days after approval by the Mayor or passage of this ordinance by the Council over the Mayor's veto.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this _____ day of _____, 2025.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2026.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____
Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2026.

RESOLUTION NO. 6215

A RESOLUTION OF THE TOWN OF EASTON REVISING THE TOWNS LICENSE, APPLICATION, PERMITS, INSPECTIONS, CERTIFICATE AND OTHER FEES

INTRODUCED BY: _____

WHEREAS, by Resolution 6188, the Town Council established a schedule for license, application, permits, inspection, certificates and other fees; and

WHEREAS, the Town Council wishes amend the schedule for licenses, applications, permits, inspections, certificates and other fees; and

NOW, THEREFORE, the Town of Easton hereby resolves as follows:

Section 1. The following amendments to the schedule of fees are hereby adopted:

TOWN OF EASTON – SCHEDULE OF FEES	
BUSINESS LICENSES The following enumerated license fees shall be paid to the Town person subject to the licensing provisions of this Code. Such license fee shall be paid annually unless otherwise specified herein.	
(a) Amusement Devices	\$10.00 per day (Including but not limited to carousels, merry-go-rounds, flying horses and gravity railroads)
(b) Billiards and Pool Parlors	
(i) First Table	\$5.00
(ii) Each Additional Table	\$2.50
(c) Bowling Alleys	
(i) One Alley	\$10.00
(ii) Two or More Alleys	\$20.00
(iii) One Box Ball Alley	\$5.00
(iv) Each Additional Box Ball Alley	\$2.50
(d) Circuses and Menagerie Show	\$75.00 per day
(e) Peddlers	
(i) Per Year	\$500.00 per person
(ii) Daily	\$100.00 per person
(f) Private Skating Rinks	
(i) Per Year	\$25.00
(ii) For Periods less than a Year	\$5.00 per month or fraction of a month
(g) Traveling Shows, Athletic Exhibitions, Concert Performances, Dramatic Performances, Motion Pictures and Vaudeville Shows	
(i) Non-Resident Performers	\$25.00 per performance
(ii) Performance is under management of regularly operating theater in Town or primarily for the benefit of and under the auspices of some local organization, business or charity	No Fee
(h) Transient Business	
(i) First two (2) Days	\$500.00 each day
(ii) Each Additional Day	\$150.00
OTHER LICENSES AND PERMITS	
(a) Cat and Dog Licenses	As prescribed by Talbot County
(b) Parking Permit	
(i.) Residential	No Charge
(ii.) Residential Additional Visitor	\$1.00
(c) Off Street Parking Permit	

(i) January—December Monthly	\$175.00 \$30.00
(ii) Replacement	\$15.00
(d) Blue Parking Permit Off-Street Parking Permit—premium (Lots 1 & 2 and all other Lots)	
(i) January—December Monthly	\$300.00 \$50.00
(e) Hourly Parking Meter Rates	\$0.25 in Lots 3, 4 and 6 and \$0.50 in Lots 1, 2 and 5 <i>(i) Parking Lots \$2.50 per hour/\$10.00 day pass</i> <i>(ii) Street Parking – Additional hour over free time limit \$8.00</i>
(f) Smart Parking Application, Minimum Charge-Failure to Activate Parking Session	\$10.00 <i>(i) First Violation \$30.00</i> <i>(ii) Second Violation within one calendar Year \$55.00</i> <i>(iii) Third or Subsequent Violation within one calendar year \$105.00</i>
(g) Parking Fines	
(i.) Expired Meter or Exceeding Posted Allowed Time Limit	
First Violation	\$25.00 \$30.00
Second Violation within one calendar year	\$50.00 \$55.00
Third or Subsequent Violation within one calendar year	\$100.00 \$105.00
(ii.) Vehicle Backed into Meter/Pole <i>Not Displaying License Plate to Center Lane of Parking Lot</i>	\$25.00
(iii) Parking Outside Designated Space	\$25.00
(iv) Other Violation (Resolution 6060)	\$25.00
(v) Fire Lane	\$50.00 \$100.00
(vi) Handicapped Parking	\$75.00 \$150.00
(vii) Fire Hydrant	\$50.00 \$100.00
(viii) Yellow Curb	\$50.00
(ix) Blocking/Obstructing Driveway	\$50.00
(x) Other Violation (Parking in Crosswalk, etc. - Resolution 6060)	\$50.00
(h) Sidewalk Cafes Permit	
(i) First time permit fee	\$75.00
(ii) Renewal fee	\$25.00
ZONING AND SUBDIVISION FEES Note items with an * and see information following the Schedule of Fees	
(a) Annexation*	\$15,000.00
(b) Zoning Map or Text Amendment*	\$5,000.00
(c) Subdivision*	
(i) Subdivisions Minor Review	\$400.00 Base fee plus \$200.00 per lot
(ii) Subdivision Major Review	\$600.00 Base fee plus \$400.00 per lot
(iii) Lot Line Revision	\$500.00
(d) Growth Allocation Review*	\$5,000.00
PLAN REVIEWS	
(a) Site Plan Review (5,000 Square Feet or greater GFA or addition of 10% or greater GFA)	\$2,700.00
(b) Planned Unit Development (PUD) - General or Planned Healthcare (HC)*	\$8,000.00
(i) Material Review	\$5,000.00
(ii) Non-Material Review	\$3,000.00
(c) PUD - Infill and Redevelopment	\$5,000.00
(i) Material Review	\$4,000.00

(ii) Non-Material Review	\$2,000.00
(d) MXW Zoning District Site Plan Review*	\$8,000.00
(e) Planned Redevelopment (PR) Review*	\$500.00 plus additional review fees as determined
(f) Forest Conservation Plan Review	
(i) Less than five (5) acre site	\$500.00
(ii) Greater than five (5) acre site	\$800.00
(iii) Fee-in-lieu	\$0.305 per square foot
(g) Critical Area Plan Review	
(i) Buffer Management Plan	\$150.00
(ii) Critical Area Vegetation Removal	\$100.00
(iii) Buffer Mitigation Fee-in-Lieu	\$1.50 per square foot
(iv) Outside the Buffer Fee-in-Lieu	\$0.30 per square foot
(h) Impact Fees	
(i) Residential Single Family	\$4,120.00
(ii) Multi Family	\$3,070.00
(iii) Retail - Commercial	\$2.48 per square foot
(iv) Office	\$1.49 per square foot
(v) Warehousing	\$0.42 per square foot
(vi) Industrial	\$0.68 per square foot
(vii) Institutional	\$1.57 per square foot
(viii) Medical	\$2.33 per square foot
(ix) Hotel	\$0.97 per square foot
MIXED-USE WATERFRONT DISTRICT	
(a) Bonus Provisions - Development Incentives	
(i) Residential	\$9.50 per square foot
(ii) Commercial or Mixed Use	\$7.60 per square foot
ADDITIONAL REVIEWS AND INSPECTIONS	
(a) Commercial As-Built Review and Inspection	\$300.00
(b) Critical Area Review and Inspection	\$125.00
(c) Pier or Shoreline Erosion Control Review and Inspection	\$150.00
(d) Traffic Impact Study Review*	\$500.00
(e) Signs	
(e) Tree Removal	\$75.00
(f) Waiver Request	\$50.00
(g) Family Day Care Review	\$100.00 (without Board of Appeals hearing)
(h) Zoning Verification, Temporary Use or Special Event	\$50.00
(i) Enterprise Zone	\$500.00
HISTORIC DISTRICT COMMISSION	
(a) Residential Applications	\$75.00
(b) Commercial Applications	\$200.00
(c) Commercial Sign Applications	\$75.00
(d) Consent Docket and Staff Approval Application	\$25.00
BOARD OF APPEALS FEES	
(a) Variances	\$250.00
(b) Special Exceptions	\$700.00
(c) Appeals	\$550.00 Refundable if appeal is successful
(d) Sign Replacement Fee (Non-Returned Signs)	\$40.00
PLANNING COMMISSION FEES	
(a) Concept, Use and Design Review	\$250.00

PUBLIC SAFETY LICENSES, PERMITS AND FEES	
(a) Bicycles, Permit-License	\$1.00 (Permanent)
(b) Public Assemblies Permit	\$100.00 (per each open air public meeting, rally, conference, assembly or similar gathering)
(c) Standard Billing Rate per Officer	\$65.00 per hour
(d) Standard Billing Rate per Meter Enforcement Officer	\$40.00 per hour
(e) Standard Billing Rate per Crossing Guard	\$35.00 per hour
(f) Standard Billing Rate	\$50.00 per hour per employee
ENGINEERING AND PUBLIC WORKS FEES	
(a) Curb Cuts	\$50.00 per linear foot
(b) Concrete Sidewalks	
(i.) 1-100 Square Feet	\$20.00 per square foot
(ii.) 101-500 Square Feet	\$17.00 per square foot
(iii.) >500 Square Feet	\$14.00 per square foot
(c) Driveway Apron Residential	\$20.00 per square foot
(d) Driveway Apron Commercial	\$20.00 per square foot
(e) Valley Gutter	\$65.00 per linear foot
(f) Pervious Paver Sidewalk	\$30.00 per square foot
(g) Brick Sidewalk	\$30.00 per square foot
(h) Street Patching (Asphalt)	\$24.00 per square foot
(i) Standard Billing Rate	\$50.00 per hour per employee
(j) Municipal Solid Waste Disposal	
(i.) Single Family Residence	\$240.00 per year
(ii.) Multi- Family	\$215.00 per unit per year
(iii.) Commercial	\$2,000.00 per existing 2 CY dumpster
(k) Municipal Recycling	
(i.) Single Family Residence	\$80.00 per unit per year
(ii.) Multi- Family	\$75.00 per unit per year
(iii.) Commercial	\$265.00 per existing unit per year
GRADING PERMITS	
Grading Permit fees are waived when a Building Permit is approved for the same project	
(a) Less than 5,000 sq. ft.	\$200.00
(b) 5,000 sq. ft. to 20,000 sq. ft.	\$250.00
(c) Over 20,000 sq. ft.	\$350.00
RIGHT OF WAY ACCESS (ROW) APPLICATIONS	
Town Legal Fees will be an additional expense to the Applicant when legal documents are required ROW Application Fees are waived when a Building Permit or Grading Permit is approved for the same project	
(a) Application Fee (Residential)	\$50.00
(b) Application Fee (Commercial/Industrial)	\$500.00
(c) Application Fee (Each Pole Mounted Device)	\$500.00
(d) Application Fee (Each New or Replacement Pole)	\$1,000.00
(e) Annual Fee per Pole Mounted Device	\$270.00
STORMWATER MANAGEMENT PLAN REVIEW	
(a) For projects up to one (1) acre	\$1,250.00
(b) For project over one (1) acre	\$3,000.00
ADDITIONAL REVIEWS AND INSPECTIONS	
(a) Commercial As-Built Review and Inspection	\$300.00

PARKS AND RECREATION FEES	
NORTH EASTON SPORT COMPLEX Nonrefundable, per field, per hour	
(a) Daytime use, without lights	
(i.) Easton/Talbot Recreational Organizations/Teams	\$0.00
(ii.) Out-of-Town/County Organizations/Teams	\$35.00
(iii) Travel Organization/Teams	\$35.00
(b) Evening use, with lights	
(i.) Easton/Talbot Recreational Organizations/Teams	\$0.00
(ii.) Out-of-Town/County Organizations/Teams	\$60.00
(iii) Travel Organization/Teams	\$60.00
CODE ENFORCEMENT & BUILDING INSPECTION LICENSES	
RENTAL HOUSING	
(a) Rental Housing License	\$25.00 per unit per year
BUILDING INSPECTION APPLICATIONS AND PERMITS	
APPLICATION REVIEW	
(a) Residential	\$125.00
(b) Commercial	\$225.00
(c) Residential Revision	\$60.00
(d) Commercial Revision	\$120.00
(e) Temporary Structures	\$50.00
BUILDING PERMITS** Building Permit fees are waived when less than the Application Review fee. Each Building Permit issued is inclusive of one non-refundable re-inspection. See endnote ** regarding fee waiver for affordable housing under certain circumstances.	
(a) New Construction and Additions	The Permit Fee is determined using the “Building Gross Area”, multiplied by the “Square Foot Construction Costs” (as published in the Building Safety Journal by the International Code Council, which is updated at six-month intervals), multiplied by a “Permit Fee Multiplier” of .0085
(b) Existing Buildings	
(i.) Repairs	20% of the Permit Fee for New Construction
(ii.) Alteration Level 1	40% of the Permit Fee for New Construction
(iii.) Alteration Level 1 – Reroofing	15% of the Permit Fee for New Construction (\$2,500 maximum)
(iv.) Alteration Level 1 – Residential Reroofing	\$200.00 (\$125.00 + \$75.00 Certificate of Completion)
(v) Alteration Level 2	60% of the Permit Fee for New Construction
(vi.) Alteration Level 3	80% of the Permit Fee for New Construction
(vii.) Change of Occupancy	80% of the Permit Fee for New Construction
(viii.) Historic Buildings	80% of the Permit Fee for New Construction
(ix) Relocated or Moved Buildings	60% of the Permit Fee for New Construction
(c) Temporary Structures	50% of the Application and Permit Fees
(d) Temporary Structures w/Building Permit	No Fee
MECHANICAL, PLUMBING/FUEL GAS AND ELECTRICAL TRADE PERMITS Each Trade Permit issued is per contractor and is inclusive of one non-refundable re-inspection. Commercial Trade Permit Fees are determined using the “Building Gross Area for New Construction and Additions and the Work Area for Existing Buildings and Site Systems”, multiplied by the “Square	

Foot Construction Costs” (as published in the Building Safety Journal by the International Code Council, which is updated at six-month intervals), multiplied by a “Permit Fee Multiplier” as indicated below;	
MECHANICAL PERMITS	
(a) Residential Mechanical Systems	\$125.00 per dwelling
(b) Residential Mechanical Systems	\$85.00 per dwelling (trade project only without building permits)
(c) Commercial Mechanical Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
PLUMBING/FUEL GAS PERMITS	
(a) Residential Plumbing Systems	\$75.00 per dwelling
(b) Residential Fuel Gas Systems	\$75.00 per dwelling
(c) Residential Fuel Gas Systems	\$75.00 per dwelling (trade project only without building permits)
(d) Commercial Plumbing or Fuel Gas Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
ELECTRICAL PERMITS	
(a) Residential Electrical Systems	\$125.00 per dwelling
(b) Residential Electrical Systems	\$75.00 per dwelling (trade project only without building permits)
(c) Residential Signaling Systems	\$75.00 per dwelling
(d) Swimming Pool, Spas & Hot Tub Electrical	\$95.00 each
(e) Commercial Electrical Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
(v) Signaling Systems	“Permit fee Multiplier” of .0003
ADDITIONAL PERMITS	
(a) Decks	\$75.00 per permit
(b) Demolition	\$200.00 plus \$2,500.00 bond or letter of credit
(c) Fences	\$75.00 per permit
(d) Signs	\$150.00 per sign
(e) Swimming Pool, Spa and Hot Tub	\$180.00 per permit
CODE ENFORCEMENT, BUILDING INSPECTION & ZONING INSPECTIONS AND CERTIFICATES	
INSPECTIONS	
Each Rental Unit Inspection is inclusive of one non-refundable re-inspection.	
(a) Added Inspection	\$150.00
(b) Property Maintenance Inspection	\$80.00
(c) Rental Unit Inspection	\$100.00 per unit
(d) Re-Inspections	
(i) Residential Building Permits	\$150.00
(ii) Commercial Building Permits	\$250.00
(iii) Residential Mechanical, Plumbing, Fuel Gas, Electrical, Grading and Additional Permits	\$75.00
(iv) Commercial Mechanical, Plumbing, Fuel Gas, Electrical, Grading and Additional Permits	\$125.00
(iv) Rental Unit	\$35.00 per unit

(e) Inspection Violations	
(i) Certificate Violation	\$500.00
(ii) Permit Violation	\$500.00
(iii) Stop Work Order Violation	\$500.00
(iv) Life Safety Violation	\$250.00
CERTIFICATES	
(a) Use and Occupancy	\$125.00
(b) Use and Occupancy – Update	\$25.00
(c) Completion	\$75.00
(d) Furniture, Fixture, Equipment (Stocking)	\$150.00
(e) Temporary Use	\$250.00
(f) Temporary Structures	\$50.00
(g) Temporary Structure Renewal	\$25.00
MARYLAND PERMIT FEES	
(a) Home Builder Guaranty Fund	\$50.00
OTHER FEES	
(a) Dishonored of NSF Check Charge	\$25.00 per check
(i) By Mortgage Company	\$25.00 per each property tax id account impacted
(b) Copy Charge	\$0.50 per page if paper, \$25.00 if provided on USB thumb drive or equivalent
(c) Large Format Copy Charge	\$0.75 per square foot
(d) Audio Tape Duplication Fee	\$20.00 per tape or CD (if digital format)
(e) Easton Utilities Charges	See Easton Utilities Tariffs
(f) Written Report for Real Property Taxes	\$5.00 per Property ID Number
(g) Digital Record for Real Property Taxes	
(i) 0 to 50 Accounts	\$25.00
(ii) 51 to 250 Accounts	\$100.00
(iii) Over 251 Accounts	\$200.00
(h) Convenience Charge	
(i) Credit Card	2.50%
(ii) Debit Card	\$3.95
(iii) Electronic Check	\$3.00
(i) Fire Department Room Rental	See Resolution No. 5680 for Terms and Conditions
(i) Less than Four (4) Hours	\$400.00
(ii) Four (4) to Six (6) Hours	\$450.00
(iii) Six (6) to Eight (8) Hours	\$500.00
(iv) Over Eight (8) Hours	\$600.00
(v) Custodian Charge	\$25.00 per hour

* The fees designated with asterisks represent the minimum fees. The Applicant shall reimburse the Town for the reasonable costs incurred by the Town from third parties (including Easton Utilities) who invoice the Town for their services rendered to the Town. All billing rates, fees, and out-of-pocket costs of all such third-party costs shall be billed at their rates otherwise charged to the Town or as otherwise agreed upon by the Town and the entity providing the service. Third party costs include, but are not limited to, legal fees, engineering fees, consulting fees, inspection fees, court reporting fees, advertisement costs for publishing and posting of public notices, etc. In addition to the fees and expenses from third parties, the Applicant shall reimburse the Town for the reasonable time spent by Town employees relating to the consideration, analysis and/or evaluation of the issues relating to, and/or the processing of, the application on behalf of the Town. Town employees will log their time spent on the application, and the Applicant shall reimburse the Town for this time at the rate of seventy-five dollars (\$75.00) per hour or portion thereof. The minimum base fee collected will be applied to all outstanding bills and the Applicant will be billed for all fees, costs, and expenses in excess of the minimum base fee. No final action will be taken on any application with an outstanding balance. At any time during the processing of an application that the Applicant is more than thirty (30) days in arrears, all action on the application will cease until the Town’s costs are reimbursed in full.

****Waiver of Building Permit fees for certain affordable housing units. The Town will waive payment of Building Permit fees under the following circumstances:**

- 1. The applicant is a tax exempt “charitable organization” under Internal Revenue Service Code Section 501C(3). The applicant shall provide a copy of the IRS’s determination letter that it is a charitable organization and shall certify in writing that the determination of charitable status has not been revoked;
- 2. The property will be initially offered to sale only to persons meeting the eligibility standards for participation in the Town of Easton’s Affordable Housing Program as those standards are determined from time to time by the Easton Affordable Housing Board; and
- 3. The property will be sold subject to a covenant that it will be owner-occupied

The Town may request further documentation from the applicant as to any of these matters and before waiving the building permit fee.

Language to be deleted is shown in ~~**bold strikethrough**~~ text
Language to be added is shown in ***bold italics***

Section 2. The list of fees set forth herein is not all-inclusive. There may be other fees which are in addition to the fees set forth above and which are included in other ordinances and resolutions of the Town.

Section 3. This Resolution shall become effective after adoption by the Town Council and approval by the Mayor.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Resolution was passed by a yea and nay vote of the Council this _____ day of _____, 2025.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2025.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____
Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2025

ORDINANCE NO. 850

AN ORDINANCE OF THE TOWN OF EASTON AMENDING
CHAPTERS 25 (SUBDIVISION) AND 28 (ZONING) OF THE TOWN
CODE

INTRODUCED BY _____

WHEREAS, the Town of Easton is authorized by § 4-102 of the Land Use Article of the Maryland Annotated Code (the “Code”) to enact a comprehensive zoning ordinance, which ordinance is codified as Chapter 28 of the Code of the Town of Easton;

WHEREAS, the Town of Easton is authorized by § 4-204 of the Land Use Article of the Code and § 28-1401 of Chapter 28 of the Code of the Town of Easton to amend, supplement, change or repeal zoning regulations;

WHEREAS, the Easton Town Council approved and enacted a comprehensively revised new Zoning Code which became effective on December 5, 2021;

WHEREAS, in the due course of monitoring and evaluating this new Zoning Code for Easton, the Planning and Zoning Commission of the Town of Easton determined that certain amendments to the Code were appropriate to better insure that it guide and regulate development activities as originally intended;

WHEREAS, the Easton Planning and Zoning Commission considered the matter at a series of meetings and via a unanimous vote, the actions of which were transmitted to the Easton Town Council via a letter dated August 27, 2025, the Commission recommended that the Town Council adopt a number of amendments to the Zoning Code as contained in the document attached hereto as Exhibit A; and

WHEREAS, the Easton Town Council held a duly noticed public hearing on this Ordinance on January 5, 2026.

NOW, THEREFORE, the Town of Easton hereby ordains:

Section 1. The relevant sections of Chapters 25 and 28 of the Code of the Town of Easton are hereby repealed and reenacted with amendments to read as shown on the attached Exhibit A:

Section 2. In accordance with Article II, Section 9 of the Easton Town Charter, this ordinance shall become effective on the later of twenty (20) calendar days after approval by the Mayor or passage of this ordinance by the Council over the Mayor's veto.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this _____ day of _____, 2026.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2026.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____, 2026

Megan JM Cook, Mayor

EFFECTIVE DATE: _____, 2026.

EXHIBIT A

Zoning Code Amendments Attachment 1

1. Amend Section 28-114 by adding the following definitions:

A. **Shed** - an accessory structure used to store items related to or used in connection with a residence, excluding portable storage units.

B. **Swimming pool** - any artificial structure, basin, chamber or tank, except a private spa, either above or below ground, which is used or intended to be used for the primary purpose of swimming, diving, wading or recreational bathing. A swimming pool includes all associated equipment, structures and facilities located within a common enclosure. A unit used in conjunction with the private practice of a physician or physical therapist is not a swimming pool.

C. **Patio** - an unenclosed horizontal structure with a surface height, at any point, no greater than two feet (2') above grade, intended for use as an outdoor amenity space.

D. **Private spa** - A hydromassage pool or tub for recreational and therapeutic use, installed outside a home and typically equipped with jets, a heater, and a filter system.

2. Also , in conjunction with item 1 A above, revise Section 28-1007.1 6 to add a new supplemental standard (d) for sheds, as follows:

d. The maximum footprint of any detached garage or shed shall be the lesser of 10% of the lot area or 1,000 square feet.

3. **Revise the exceptions to acceptable tree species list found in Section 28-1014.3 B as follows:**

A. **Species Selection:** Acceptable plant species shall include most plant material native to the region (consult the Chesapeake Bay Native Plant Center for Guidance), or successfully introduced and available in the Mid-Atlantic region with the following exceptions:

1.	Pyrus calleryana ‘Bradfordi’	Bradford Pear	Not Suitable in any location
2.	Ginkgo biloba (female)		Not Suitable in any location
3.	Ailanthus altissima	Tree of Heaven	Suitable as street trees only Not Suitable in any location
4.	Sorbus acuparia	Mountain Ash	Suitable as street trees only
5.	Acer rubrum ‘October Glory’	Red Maple	Suitable as street trees only
6.	Hybrid Poplar		Limit to buffers, open spaces
7.	Lombardy Poplar		Not suitable in any location
8.	White Birch		Suitable as street trees only
9.	Morus alba	Mulberry	Not Suitable in any location
10.	Osage Orange		Suitable as street trees only Not Suitable in any location
11.	Black and Honey Locust(species only)		Not suitable in any location
12.	Saw Toothed Oak (Quercus Accutisima		Not Suitable in any location

4. Replace Section 28-1008 (Visibility at Intersections) with the a new and more context-sensitive set of standards, as follows:

SECTION 28 – 1008 VISIBILITY AT INTERSECTIONS

28 – 1008.1 PURPOSE

As an aid to the safe movement of vehicles at and near street intersections and in order to promote adequate protection of pedestrians, the following provisions shall apply to all corner lots. On all such lots, there shall be limitations on the height of fences, walls, gateways, ornamental structures, hedges, shrubbery and other fixtures, construction and plantings.

28 – 1008.2 STANDARDS

~~Such barriers to clear unobstructed visions at intersecting streets shall be limited to a height of not over three feet above the established elevation of the nearest curb, for a distance of forty (40) feet along both flowlines of curb, measured from the point of intersection of the projected flowline of curb of said intersecting flowlines. No natural plantings or construction shall be permitted at a height over three (3) feet within the isosecles triangle formed by connecting the ends of the respective forty (40) foot distances. The unobstructed view shall be maintained for all spaces between three (3) and ten (10) feet in height. When curb and gutter is not present, all measurements shall be from edge of pavement, or edge of gravel when pavement is not present.~~

~~Within the said triangle, and in cases where front yards are terraced, the ground elevation of such front yards shall not exceed three (3) feet above the established curb elevation at the said intersecting streets.~~

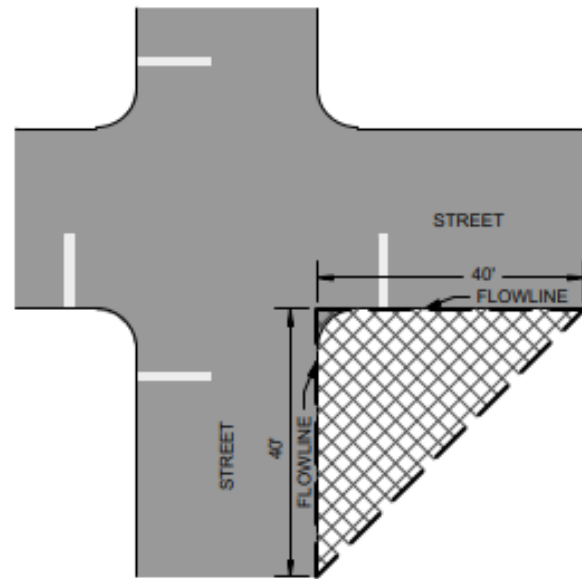
28-1008.3 VISIBILITY TRIANGLE DESCRIPTION AND DIAGRAMS

A. Street Intersection

The visibility triangle for a street intersection is a triangle with 40-foot sides, starting at the corner where two curb lines intersect and extending out away from this corner intersection, but still following curb lines, as illustrated in the Standard Detail below.

VISIBILITY TRIANGLE REQUIREMENTS:

1. NO STRUCTURES OR IMPROVEMENTS CAN BE PLACED IN THE VISIBILITY TRIANGLE EXCEPT FENCES, WALLS OR BERMS NOT HIGHER THAN 3 FEET.
2. NO MOTOR VEHICLE, TRAILER OR OTHER EQUIPMENT IS ALLOWED TO PARK, STAND, OR STOP IN THE VISIBILITY TRIANGLE.
3. NO VEGETATION CAN BE PLANTED OR ALLOWED TO GROW HIGHER THAN 3 FEET, EXCEPT FOR STREET TREES IN THE TOWN RIGHT-OF-WAY WITH BRANCHES NO LOWER THAN 8 FEET FROM GROUND LEVEL.
4. VISIBILITY TRIANGLE EXEMPTIONS INCLUDE:
 - TOWN OF EASTON SIGNS AND SIGN POSTS
 - TOWN OF EASTON TRAFFIC CONTROL DEVICES
 - UTILITY POLES
 - BENCHES
 - FIRE HYDRANTS



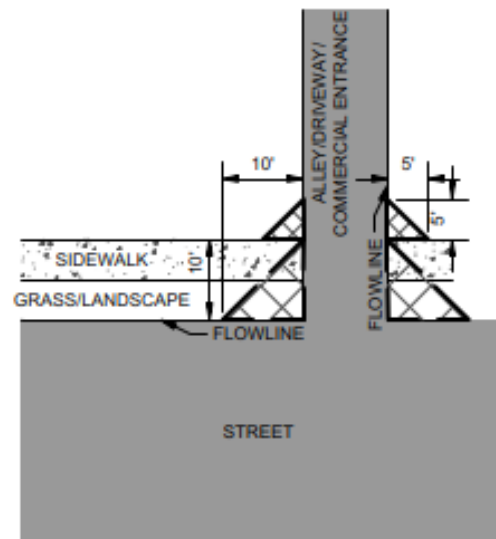
STREET INTERSECTION

NOTES:

THE VISIBILITY TRIANGLE FOR A STREET INTERSECTION IS A TRIANGLE WITH 40' SIDES, STARTING AT THE CORNER WHERE TWO FLOW LINES INTERSECT AND EXTENDING OUT AWAY FROM THIS CORNER INTERSECTION BUT STILL FOLLOWING THE FLOW/CURB LINES.

THE VISIBILITY TRIANGLE FOR INTERSECTIONS OF ALLEYS, DRIVEWAYS, OR COMMERCIAL ENTRANCES WITH STREETS IS A TRIANGLE WITH 10' SIDES EXTENDING FROM THE INTERSECTION OF THE FLOW LINE BUT FOLLOWING THE EDGE OF THE ALLEY, DRIVEWAY OR COMMERCIAL ENTRANCE.

THE VISIBILITY TRIANGLE FOR INTERSECTIONS OF ALLEYS, DRIVEWAYS OR COMMERCIAL ENTRANCES WITH SIDEWALKS IS A TRIANGLE WITH 5' SIDES EXTENDING FROM THE INTERSECTION FORMED USING THE EDGE OF THE SIDEWALK FURTHEST FROM THE STREET AND THE EDGE OF THE ALLEY, DRIVEWAY, OR COMMERCIAL ENTRANCES.



INTERSECTION OF ALLEY, DRIVEWAY OR COMMERCIAL ENTRANCE W/ STREET OR SIDEWALK



APPROVED

Rick Van Emburgh
TOWN ENGINEER

ISSUED: JANUARY, 2025

TOWN OF EASTON STANDARD DETAILS

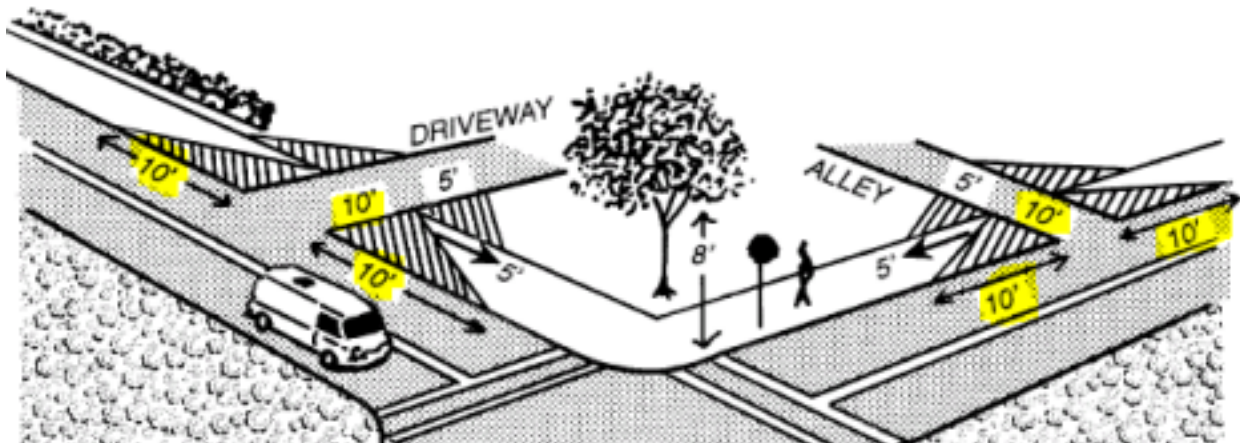
VISIBILITY TRIANGLE

STANDARD NO: TOE-R-2.05

G:\Shared drives\Engineering\101 - TOE CAD Standard Details\CADMASTER.Road.dwg

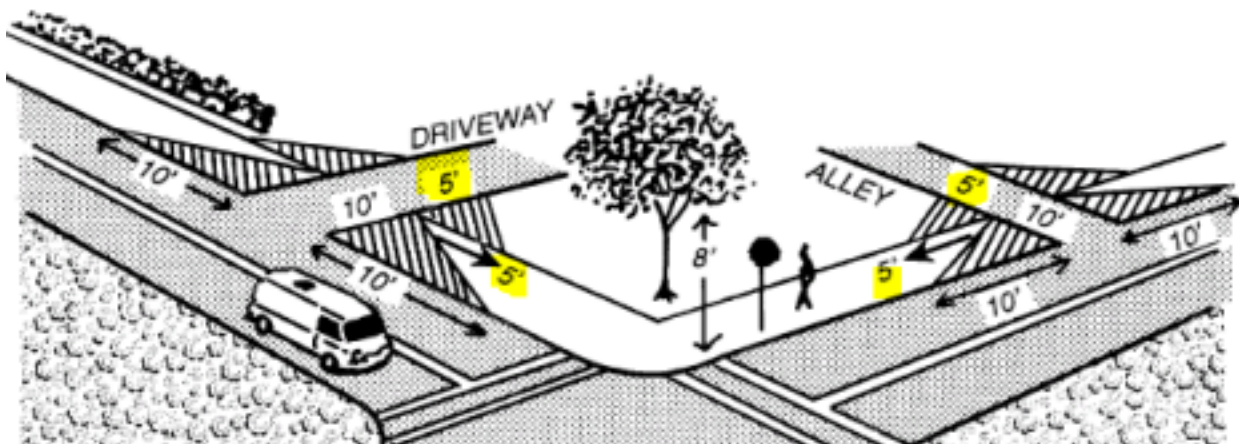
B. Intersection of Alleys or Driveways with Streets

The visibility triangle for intersections of alleys or driveways with streets is a triangle with ten foot sides extending from the intersection of the curb line but following the edge of the alley or driveway.



C. Intersection of Alleys or Driveways with Sidewalks

The visibility triangle for intersections of alleys or driveways with sidewalks is a triangle with five foot sides extending from the intersection formed using the edge of the sidewalk furthest from the street and the edge of the alley or driveway.



5. Delete all occurrences of the term “Parking District” from the Code (other than appropriate use of “Residential Parking Districts”).

6. Revise certain aspects of Section 28-1001 (Off-Street Parking Requirements) as follows:

A. Revise the Parking Requirements as established in the Table in Section 28-1001.3 A, as follows:

	Use/Activity	Minimum Vehicle Spaces	Maximum Vehicle Spaces	Minimum Bicycle Spaces	Notes
	Residential Buildings				
1	Single-Family Detached	2 per du	--	--	
2	Single-Family Attached	2 per du	--	--	Off-street parking areas may be grouped in bays, either adjacent to streets or in the interior of the lot.
3	Any Middle Housing Type (except single-family attached/Townhome)	0.75 per du	1.0 per du		
4	Multifamily	1 per du	2 per du	0.5 per du	
5	Retirement Community	1 per 3 du	1.5 per du	--	Plus 1 space for any facility vehicles and plus parking for any offices, community centers, etc., per schedule below
6	Nursing Home/Domiciliary Care	0.3 per room	1 per room	--	

B. Revise the Parking Dimensional Requirements as established in Table 10.1, as follows:

Table 10.1

Angle	Minimum Stall Width (W)	Minimum Stall Length (L)	Minimum Aisle Width (Maneuvering Space) (A)
90°	9 feet	18 feet **	24 25 feet
60°	9 feet	18 feet **	18 feet one-way 22 feet two-way
45°	9 feet	18 feet **	16 feet one-way 22 feet two-way
30°	9 feet	18 feet **	14 feet one-way 22 feet two-way
Parallel	8 feet	22 feet	16 feet one-way 22 feet two-way

*** - Vehicle Overhang: Up to two (2) feet of vehicle overhang into any planter area is allowed provided the planter is a minimum of six feet wide, in this situation the minimum required depth of the parking stall may be reduced by up to two 2 feet When utilizing this option, curbing shall be utilized at the edge of the paved area, rather than wheel stops.*

7. Increase the length of time that a nonconforming use becomes abandoned unless said use is disrupted due to repair or remodeling, per the following revision to Section 28-1201 E:

E. Any non-conforming use, including the non-conforming use of a lot, parcel or structure that is discontinued or abandoned for a period of ~~six (6) months~~, **one (1) year**, shall not be resumed thereafter and any future use of lot, parcel, or structure shall conform to the provisions of this Ordinance. Any structure that is moved for any reason for any distance by the owner, shall be required to conform to the regulations for the zoning district in which it is located after it is moved. In the case of any dispute as to whether a non-conforming use is abandoned or discontinued, the burden of proof shall be upon the property owner.

8. Make the following updates/corrections to the Zoning Map:
 - a. Waterside Village is indicated as CG rather than PUD
 - b. Parcel on Creamery and another on Wrightson behind the Seafood Market/Deli are both shown as CG but should have been changed to CB in 2021 Update.
 - c. Elliott Road Apartment site in now PUD
 - d. Gannon Range site is now PUD
9. Fix confusing/conflicting language in one of the MW Architectural standards found in Section 28-312.4.4, as follows:

The **Retail** uses on the ground floor shall be visible from and/or accessible to the street through the use of windows and doors on at least 50% of the length of the first floor street frontage. At least **50%** ~~or~~ **but not** more than 90% of the total surface area of the front elevation shall be in public entrances and windows (including retail display windows).
10. Update the reference in the MXW from the term LEED Bronze to LEED Certified, wherever it occurs.
11. Replace the term “Single-family attached” with the term “townhome.”

12. Revise the internal illumination standards for signs as found in Section 28-1101.55 4 d, as follows:

d. Internally illuminated signs are permitted in certain circumstances as follows:

- i. Individual backlit letters which are silhouetted against a softly illuminated wall;
- ii. Individual letters with translucent faces, containing soft lighting elements inside each letter and/or the company's logo; and
- iii. Metal or faced box signs with cut-out letters and soft-glow fluorescent tubes.
- iv. Translucent panel signs that are non rectangular in shape.

13. Update the sign provision regarding fuel prices, as found in Section 28-1101.6 H per the following:

H. Signs affixed to the top or sides of an operable fuel dispensing pump shall not exceed three (3) square feet in area, per the standards of MD Code Business Regulation Section 10-315, provided such sign and shall only display instructional or price information, and shall not include advertising copy pertaining to any product, sale or promotion.

14. Add provisions to allow for Donation Centers (in addition to the Donation Bins currently permitted) as follows:

A. Define Donation Centers in Section 28-114 as:

Donation Center – A variation of a Donation Bin that is larger, equipped with lights and monitored via security camera 24 hours per day, seven days per week.

B. Revise the Supplemental Standards for Donation Bins (section 28-1007.4 A 3) as follows:

- a. No person or other legal entity shall place or maintain any Donation Bin on the premises open to the public except when issued a permit by the Building Inspection Division in accordance with this section.
- b. All Donation Bins shall be appropriately located so as not to interfere with sight

triangles, on-site circulation, required setbacks, landscaping, parking and any other requirements that have been imposed as part of the site plan approval for the property, and shall be placed on a concrete or paved surface.

c. The Donation Bin shall be of a type that is enclosed by use of a receiving door and locked so that the contents of the bin may not be accessed by anyone other than those responsible for the retrieval of the contents.

d. The Donation Bin shall not cover a ground surface area in excess of thirty-one (31) square feet, nor be more than seven (7) feet in height.

e. Donation Bins must be maintained and kept in good repair. The Donation Bins area shall be maintained in a safe, orderly condition. Donation bins shall have no rust, peeling paint or graffiti. The areas around the Donation Bin must be kept clean and free of garbage and debris on the premises where the Donation Bin is located. Each Donation Bin shall be regularly emptied of its contents so that it does not overflow.

f. There shall be no more than two Donation Bins per property.

g. A permit for a Donation Bin shall be required. The permit shall be issued by the Building Inspection Division, but can only be granted in compliance with the following:

- i. The Donation Bin is owned by a duly registered organization in good standing in the State of Maryland. The applicant shall submit a statement of declaration of whether the organization is “for profit” or “not for profit”. A “not for profit” must submit proof of the organization’s 501 c (3) designation and a “for profit” must submit proof of the organization’s tax ID as well as name and address of the owner;
- ii. Each **for profit or** duly registered non profit organization shall be permitted to have a maximum of eight (8) Donation Bins within the Town of Easton;
- iii. The type, size and location of the Donation Bin comply with this subsection;
- iv. The applicant submits a letter of authority/permission from the property owners upon which the Donation Bin is proposed to be located;
- v. The name, address and telephone number of the organization is displayed on each Donation Bin;
- vi. The general use of any donations or funds raised from the sale of the donations are displayed on each Donation Bin. If the organization is “for profit” the Donation Bin shall be labeled “For Profit” and “Not

Tax Deductible”; and

vii. All information required to be displayed on the Donation Bin shall be in lettering not smaller than one and a half (1.5) inches tall and must be in contrasting color with the background.

h. Applications for donation bins shall include contact information for the individual or organization responsible for addressing any maintenance issues.

i. The Donation Bin shall be sufficiently lit to provide a safe environment for any citizen who wishes to donate items after dark.

C. Add Supplemental Standards for the newly created use, Donation Centers as Section 28-1007.4 A 4 (and renumber subsequent sections) as follows:

4. Donation Centers

a. Except as hereby modified, Donation Centers shall comply with all Supplemental Standards applicable to Donation Bins.

b. Donation Centers shall not cover a ground surface area in excess of one hundred sixty (160) square feet, nor be more than eight (8) feet in height, exclusive of equipment installed on top of the Donation Center.

c. The Donation Center shall be equipped with lights to provide a safe environment for any citizen who wishes to donate items after dark.

d. The Donation Center shall be equipped and maintained in working condition with 24/7 video monitoring.

e. The Donation Center shall be attended and/or serviced by the organization operating the Donation Center at least three times per week.

f. The Donation Center may not occupy more than four off-street parking spaces.

g. Donation Centers shall be placed on the property of vacant businesses or the parking area of businesses with a clearly demonstrable excess of parking. Such Centers may also be located outside of parking lots on such sites. In either case, such Centers shall be located so as to not interfere with traffic and circulation of the establishment.

h. Donation Centers established at the site of vacant businesses shall cease to operate at said site within 30 days of the Application of a Use and Occupancy permit for the property, unless the new business owner agrees to the continuation of the Donation Center and can demonstrate that the locational criteria specified

in item g above will continue to be satisfied.

i. There shall be no more than one (1) Donation Center within a one (1) mile radius.

j. Any given property may have one (1) Donation Center or two (2) Donation Bins.

D. Amend the Table of Permissible Uses to add new use 604 (and renumber subsequent uses), Donation Center*, and specify that it is a use permitted via Special Exception in the CB, CG, CL, BC, and I Zoning Districts and prohibited in all remaining Zoning Districts.

15. Clarify acceptable driveway/parking materials by revising Section 28-1001.2 E., as follows:

E. All off-street parking facilities shall be constructed of dust-free materials, have a surface resistant to erosion, drained so as to prevent damage to abutting properties or public streets, and maintained properly by the owner. Dust free material shall include concrete or bituminous surface.

Semi-pervious materials, such as permeable pavers, porous asphalt, porous concrete, grass-crete, or gravel-crete may be used for:

- residential driveways
- vehicle storage areas
- designated employee parking areas
- parking spaces provided in excess of the maximum parking requirement (subject to an approved Parking waiver).
- Any other parking or maneuvering space may utilize semi-pervious materials subject to Planning Commission approval.

All off-street parking areas shall be constructed in accordance with the construction specifications as may be developed and maintained by the Town Engineer. Surfaces in areas designated as accessible parking and/or accessible pedestrian paths shall meet all applicable federal and State of Maryland standards.

16. Change the effective length of approval of Historic District Certificates of Appropriateness from six months to two years, specified in Section 28-601 E 3 ii and iii as follows:

ii. For applications that require a building permit but for which none is issued, this Certificate of Appropriateness shall lapse ~~six (6) months~~ **two (2) years** after its issuance.

iii. In the event a Building Permit is not required, the Certificate of Appropriateness shall lapse ~~six (6) months~~ **two (2) years** from its issuance if substantial work is not underway. For good cause shown, this period may be extended by the Commission.

17. Expand the options available for single family detached and duplex units to satisfy their off-street parking requirements by modifying Section 28-1001.2 J, as follows:

J. Single-family and duplex units may satisfy their off-street parking requirements utilizing any combination of the following options:

(1) A driveway ten (10) feet wide and thirty-five (35) feet long shall be deemed sufficient parking space, for single family or each unit in a duplex.

(2) Space within a structure (e.g., a garage or carport) may be used towards the satisfaction of the parking requirement provided that a parking apron that is at least as wide as the structure and extends a minimum of 20' away from the structure, is constructed immediately adjacent to said structure.

(3) A parking pad of at least 9' x 18' per space is provided on-site.

(4) Any other arrangement deemed acceptable by the Planning Commission and requested and approved by the applicant at the time of Site Plan or Subdivision approval.

18. Clarify the intent of Section 28-1001. 2 D that generally prohibits off-street parking which requires cars to back onto a public street, to indicate that it is based on the street type rather than the use, as follows:

D. All off-street parking spaces, ~~other than for a single family or duplex dwelling,~~ which requires vehicles to back into any public road, street or highway, other than a residential street (as classified by the Easton Subdivision Regulations) are prohibited.

19. Clarify that the exceptions to setback requirements are not permitted when such an exception would also permit an intrusion upon an easement by adding prefatory language to Section 28-1006, per:

SECTION 28 – 1006 OTHER EXCEPTIONS TO SETBACK REQUIREMENTS

Provided they do not encroach upon any recorded easements, the following features may project into required setbacks as hereinafter set forth.

20. **Provide additional differentiation criteria for single family homes** - Revise the current Supplemental Standards for Single Family Detached home differentiation (Section 28-1007.1 1 16 c and d) to allow for more options for satisfying the standard, as follows:

- c. Calculations of Differences in Appearance

1. Differences in bulk and massing shall be reviewed for two (2) lots on either side of the proposed unit on the same side of the street.
 2. Where lots are interrupted by an intervening street, parkland or similar feature of at least fifty (50) feet in width, no review shall be necessary.
 3. The proposed unit shall be considered different from any vacant lot for which no building permit has been issued without requiring further documentation.

- d. Differentiation

The proposed unit shall differ from each other house in at least ~~two (2) of the five~~ **four (4) of the ten (10)** criteria listed below, unless the units differ with respect to the number of full stories (#2) then only #2 is required.

1. The unit is a different housing type.
 - a. Single-family detached;
 - b. Zero lot line (where allowed);
 - c. Single-family attached; or

- d. Single-family detached rotated ninety (90) degrees (i.e. the narrower façade fronts the street as opposed to the wider façade).
- 2. The unit differs in the number of full stories.
- 3. The unit is served by a different type of garage.
 - a. Front-load garage;
 - b. Side-load garage;
 - c. Rear-load garage;
 - d. Detached garage;
 - e. Carport; or
 - f. No Garage.
- 4. The unit has a different roof type
 - a. Gable
 - b. Hip;
 - c. Gambrel
 - d. Mansard;
 - e. Roof types a through d rotated ninety (90) degrees; or
 - f. Flat.

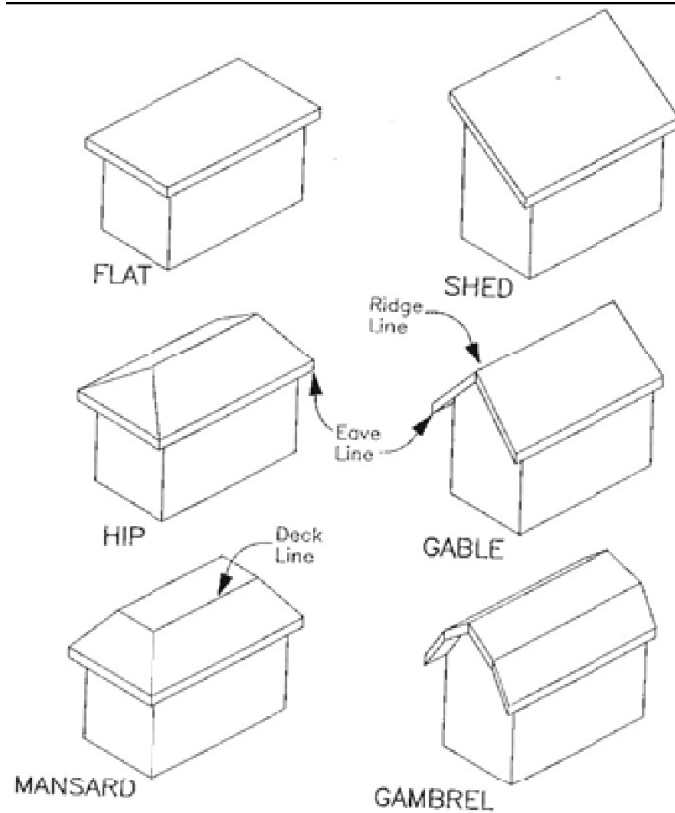


Figure 10.1 Sample Roof Types

5. The unit has variation in the articulation of the front façade.
 - a. Garage setback from the front façade of at least four (4) feet;
 - b. Covered, open walled porch of at least six (6) feet in depth extending at least thirty-three (33) percent of the width of the front façade; or
 - c. Other articulation of the front façade at least four (4) feet in depth, extending at least thirty-three (33) percent of the width of the front façade.
6. The units have different cladding materials.
7. The units utilize different window sizing and groupings.
8. The units differ in the number of dormers.

9. The unit includes the addition of a bay window that projects a minimum of one foot from the front wall, as measured from the ground up.
10. There is a change of roof pitch of at least two units of change as measured by a roof's vertical rise over its horizontal span (e., 6/12 pitch to 8/12 pitch) between units.
11. Although not required, differentiation in color between adjacent homes is strongly encouraged.

21. Revise the Table of Permissible Uses to change the use “automotive repair garage*” from a Prohibited Use (--) to a use permitted via Special Exception (SE) in the CB Zoning District.

22. Re-establish a required plat note that was inadvertently deleted from the most recently adopted Subdivision Regulations by adding the following provision to Section 25-409 (e) (1) of the Subdivision Regulations:

j. A UTILITIES DISTRIBUTION RIGHT-OF-WAY AND EASEMENT IS HEREBY DEDICATED TO THE TOWN OF EASTON IN AND OVER STRIPS OF LAND TEN (10) FEET IN WIDTH ALONG THOSE BOUNDARY LINES CONTIGUOUS TO ANY STREET OR ALLEY AND FIVE (5) FEET IN WIDTH ON EACH SIDE OF SIDE LOT LINES.

ORDINANCE NO. 851

AN ORDINANCE OF THE TOWN OF EASTON AMENDING
CHAPTER 28 (ZONING) OF THE TOWN CODE

INTRODUCED BY _____

WHEREAS, the Town of Easton is authorized by § 4-102 of the Land Use Article of the Maryland Annotated Code (the “Code”) to enact a comprehensive zoning ordinance, which ordinance is codified as Chapter 28 of the Code of the Town of Easton;

WHEREAS, the Town of Easton is authorized by § 4-204 of the Land Use Article of the Code and § 28-1401 of Chapter 28 of the Code of the Town of Easton to amend, supplement, change or repeal zoning regulations;

WHEREAS, the Easton Town Council approved and enacted a comprehensively revised new Zoning Code which became effective on December 5, 2021;

WHEREAS, in the due course of monitoring and evaluating this new Zoning Code for Easton, the Easton Town Council requested that the Planning and Zoning Commission of the Town of Easton reexamine the standards and procedures of the Planned Redevelopment (PR) Overlay District to better insure that they guide and regulate development activities as originally intended in this district;

WHEREAS, the Easton Planning and Zoning Commission considered the matter at a series of meetings and via a unanimous vote, the actions of which were transmitted to the Easton Town Council via a letter dated December 8, 2025, the Commission recommended that the Town Council adopt a number of amendments to the Section 28-501 of the Zoning Code as contained in the document attached hereto as Exhibit A; and

WHEREAS, the Easton Town Council held a duly noticed public hearing on this Ordinance on January 5, 2026.

NOW, THEREFORE, the Town of Easton hereby ordains:

Section 1. The relevant sections of Chapter 28 of the Code of the Town of Easton are hereby repealed and reenacted with amendments to read as shown on the attached Exhibit A:

Section 2. In accordance with Article II, Section 9 of the Easton Town Charter, this ordinance shall become effective on the later of twenty (20) calendar days after approval by the Mayor or passage of this ordinance by the Council over the Mayor's veto.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this _____ day of _____, 2026.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2026.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____, 2026

Megan JM Cook, Mayor

EFFECTIVE DATE: _____, 2026.

EXHIBIT A

SECTION 28 – 501 PLANNED REDEVELOPMENT (PR) OVERLAY DISTRICT

A. PURPOSE

The purpose of the Planned Redevelopment Overlay District (PR) is to incentivize infill development, redevelopment, and adaptive reuse projects by streamlining the review of certain qualifying small scale developments of former industrial sites and older areas within the Town of Easton. ~~provide a mechanism for the redevelopment, rehabilitation, and general improvement of certain older areas within the Town of Easton that have fallen into a somewhat neglected or dilapidated state or have simply been used for a purpose that no longer serves the health, safety or general welfare of the neighborhood.~~ PR applications may be submitted only if the project is located within the Planned Redevelopment Overlay District. However, this mechanism is optional and shall not be required of all projects located within this zone. Projects not being developed in accordance with PR District standards shall be developed in accordance with the development standards of the underlying base zoning district.

The nature, size, scale or intensity of a proposed use may cause a particular site not to be suitable for a specific PR proposal. Therefore, there is no general presumption that an application for such a use at a particular location is valid, inures to the general benefit of the Town, is compatible with surrounding uses, or is in compliance with the Town's Comprehensive Plan or applicable Small Area Plans. Instead, each application will be evaluated according to its particular location and the degree to which the developer is willing or able to propose a development plan which ameliorates possible adverse impacts and furthers the goals and objectives of this Section and the Ordinance generally. Projects exceeding a certain scope and scale shall require an enhanced level of review and scrutiny to ensure that they remain compatible within the neighborhood in which they are proposed. Projects which exceed this threshold shall not be eligible for consideration as a PR project and may only be considered by other review options (e.g., a Zoning Map Amendment and site plan review or a Planned Unit Development).

B. APPLICABILITY

1. The following projects are eligible to be reviewed and approved administratively by staff but may be referred to the Planning Commission for review:
 - a. Residential Projects
 - i. Construction of a single-family detached home on any recorded lot
 - ii. Construction of a duplex (Stacked or Side by Side)
 - iii. Construction of a stacked triplex
 - iv. Construction of a stacked fourplex
 - v. Construction of a live-work unit
 - vi. Construction of an accessory dwelling unit
 - vii. Additions, renovations, and alterations to existing residential structures that violate the setback requirements of the underlying zoning district, but are no closer to the property line than the existing structure
 - b. Commercial Projects

- i. Changes of use within an existing structure to a use that is permitted either by right or by special exception within the underlying Zoning District
 - ii. Additions to existing commercial buildings that do not exceed 5,000 square feet or 10% of the existing building footprint
- 2. The following projects are eligible to be reviewed and approved by the Planning Commission
 - a. Residential Projects
 - i. Construction of any middle housing type containing between five (5) and twelve (12) dwelling units.
 - ii. Residential development not exceeding twenty (20) dwelling units.
 - b. Commercial Projects
 - i. Construction of non-residential uses that do not exceed 10,000 square feet of gross floor area.
 - ii. Changes of use within an existing structure to a use that is prohibited within the underlying zoning district where the underlying zoning is not R-7A or R-10A.
 - iii. Additions to existing commercial buildings that exceed 10% of the existing building's footprint but are less than 10,000 square feet of gross floor area.
 - c. Mixed-Use/Other
 - i. Development which consists of a commercial use on the ground floor and residential uses on subsequent floors provided the project does not exceed 7,500 square feet of commercial space and 15 dwelling units. Such development may not exceed three stories or forty-five (45) feet in height.
 - ii. Requests to operate a Mobile Food Use on a longer-term basis than otherwise permitted (i.e., as a Temporary Use) may be considered and approved by the Planning and Zoning Commission. Such requests shall only be permitted if the proposed use (i) is owned, operated or controlled by the entity that is entitled to the otherwise lawfully permitted use of the property where the mobile food use is located; and (ii) is operated as an expansion of or complement to a business operating an otherwise lawfully permitted use on said property. Any such request shall be made to the Planning and Zoning Commission and include a site plan indicating the proposed location of the mobile food use, a picture or sketch which accurately depicts the appearance of the proposed structure, a statement indicating the expected impact of the proposed addition in terms of parking (including the expected additional demand and the existing and proposed supply), neighborhood impacts (e.g. traffic, noise, odor, lighting, etc.), and any other such information which the Town Planner reasonably determines would be necessary for the Planning and Zoning Commission to reach an informed conclusion as to the merits and impacts of the proposed addition.

C. REVIEW PROCESS

- 1. For all projects to be reviewed administratively, the review shall be conducted pursuant to the building permit review process.
- 2. All projects requiring Planning Commission review shall be reviewed in accordance with the Site Plan Review Process as specified in Article IX.
- 3. Approval Criteria

- a. Adequate parking has been provided.
- b. The project complies with any applicable design guidelines.
- c. The project is consistent with the Comprehensive Plan and any applicable small area plans.
- d. The development is harmonious with the character of the surrounding neighborhood.
- e. Pedestrian and bicycle facilities are provided.
- f. Sensitive environmental features are preserved.
- g. All landscape improvements as specified in Article X are either provided or have obtained a waiver from the applicable provisions by the Planning Commission.
- h. Adequate open space is provided on-site or a public park (including rails to trails) is located within ¼ mile of the site and is accessible from the subject property (by, for example, connection via a public sidewalk).

4. Exemptions

- a. Any project located within the Historic Overlay District shall continue to require the approval of the Historic District Commission via the applicable process.
- b. No variance may be granted from any of the standards listed in subsection B.

D. AMENDMENTS TO APPROVED APPLICATIONS

Amendments to approved PR applications shall be reviewed under the same standards prescribed above for new projects.

E. DESIGNATION OF FUTURE PLANNED REDEVELOPMENT OVERLAY DISTRICTS

In the future, additional lands may be designated as Planned Redevelopment Overlay. The process for so doing is as follows:

1. An application for Planned Redevelopment Overlay District Zoning shall be filed with the Town Planner and forwarded to the Planning and Zoning Commission for a recommendation before proceeding to the Town Council.
2. The application for PR Overlay District Zoning shall include a map of the area proposed for the designation and shall be accompanied by a metes and bounds description of the proposed zoning boundaries as well as a complete listing of the names and addresses of all property owners within the proposed PR Overlay District.
3. The area proposed for PR Overlay District Zoning shall be contiguous and at least five (5) acres in size unless the proposed PR Overlay District is an extension of an existing PR Overlay District.
4. The application for establishing a new PR Overlay District shall be accompanied by a land use and housing/building survey which analyzes the appropriateness of the existing zoning, the conditions of the housing or commercial or industrial buildings within the proposed PR zone, etc.
5. The application shall include a petition or similar device indicating the support of the owners of at least fifty-one (51%) percent of the lots within the proposed PR District.
6. The Planning and Zoning Commission may require whatever additional studies or reports it deems necessary to adequately analyze the application.
7. The Planning and Zoning Commission shall make and forward a recommendation to the Town Council who shall schedule and hold a Public Hearing on the application in accordance with the provisions of Section 28 – 1403 of this Ordinance.

8. The Town Council shall vote as to whether or not to approve the proposed PR Overlay District. Before approving a request, the Town Council must make the following findings.

- a. The structures within the proposed PR District are predominately in need of rehabilitation, deteriorated, or built to zoning (or before any zoning) that no longer is appropriate for the area.
- b. The creation of the PR Overlay will allow for the rehabilitation and redevelopment of an area of the Town of Easton that is in need of such action.
- c. The creation of the PR Overlay District will not cause undue traffic nor overburden the Town's community facilities (water, sewer, solid waste, etc.).

If the Town Council makes an affirmative finding of fact as to each of the criteria listed above, the Council may enact an ordinance granting the proposed PR district creation or expansion. The fact that an application for a PR district creation or expansion complies with the specific requirements listed above shall not require the Town Council to grant the application. The ordinance shall be subject to approval by the Mayor in accordance with the provisions of the Town Charter relating to mayoral vetoes.

The "change/mistake" rule, as codified in Maryland Annotated Code Land Use Article Section 4.05 is not applicable to the creation or expansion of PR districts nor to any project submitted in accordance with the regulations of this subsection.