

**Critical Area Commission
Chesapeake and Atlantic Coastal Bays**

February 26, 2025

Project Subcommittee Minutes

Subcommittee Members in Attendance: *Conway, Bradford, Gost, Grant, R. Hance, Morgan, Palma, Roberson, Roche, Young*

1. Call to Order and Quorum Verification

- Jen Esposito opened the meeting and confirmed the presence of a quorum. She also noted that the meeting was being recorded.
- Commissioner Conway read the standard statement for virtual meetings, noting that the meeting was being streamed live to the public and that captioned minutes would be made available on the Commission's website.

2. Approval of January 15, 2025 Minutes

- Motion to Approve: Commissioner Palma
- Seconded by: Commissioner Patel
- Vote: The minutes were approved, with one abstention (Roberson – not present at last meeting).

3. Project Approval Requested: Washington Suburban Sanitation Commission – Memorandum of Understanding for General Approval. Approval recommended.

Presenter: Annie Sekerak

Ms. Sekerak presented for vote and in accordance with the staff report, the contents of which are incorporated into and made part of the minutes. Staff from the Critical Area Commission and the Washington Suburban Sanitation Commission (WSSC) have worked together to update the existing General Approval Memorandum of Understanding (MOU) between WSSC and the Critical Area Commission. The draft MOU was presented to the Project Committee in February 2024 for preliminary review and WSSC is now requesting final Critical Area Commission approval.

Discussion:

Commissioner Roberson asked for clarification on Category 1 projects, specifically tree removal and permanent disturbance. Ms. Sekerak answered that Category 1 allows for removal of up to 5 trees, which must be mitigated. Commissioner Hance also asked about mitigation requirements for Category 1 and 2. Category 1 projects require an annual report for tree removal. Category 2 projects require staff review and mitigation if necessary.

Chair Conway opened the floor for a motion to approve.

Motion to approve: Commissioner Grant

Seconded by: Commissioner Roberson

Vote: **Motion passed unanimously.**