



# Commissioners of Leonardtown

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DANIEL W. BURRIS  
Mayor

LASCHELLE E. MCKAY  
Town Administrator

**Commissioners of Leonardtown**  
**Leonardtown Planning and Zoning Commission Meeting**  
*February 16, 2016 ~ 4:00 p.m.*

Attendees: Jean Moulds, Chairperson  
Heather Earhart, Member  
Christy Hollander, Member  
Laura Schultz, Member

Absent: Jack Candela, Member

Also in attendance were Mayor Dan Burris, Councilmembers Leslie Roberts and Roger Mattingly, Town Administrator Laschelle McKay and Town staff members Teri Dimsey, Recording Secretary, and Cindy Williams and Jada Stuckert, Planning & Zoning Assistants.

Wayne Hunt of Little Silences Rest, Larry Abell of Abell & Associates, Thomas Mattingly of the Leonardtown Volunteer Fire Department, Theresa Dent and Gordon Stellway of St. Aloysius Church were also present. Several Town residents were also in attendance. A complete list of attendees is on file at the Town Office.

Chairperson Moulds called the meeting to order at 4:10 p.m. The minutes of October 19, 2015 meeting were presented for approval.

**Member Schultz moved to approve the October 19, 2015 minutes as submitted; seconded by Member Hollander. There being no further discussion, the motion passed unanimously.**

**Town Administrator's Report:**

Ms. McKay reported on several items Town Council had addressed in its February 8, 2016 meeting, which included a brief overview of proposed changes to the critical area boundaries and designations within Town limits. The Critical Areas Commission will hold a public meeting at the Town office in March or April to address any concerns, and approved mapping changes will be adopted in 2017.

**New Business:**

**Case #2-16 St. Aloysius Church, 22800 Washington Street**

Request for concept plan approval

Owner: Donald W. Wuerl, Roman Catholic Archbishop of Washington  
Total Land Area: 51.261 acres  
Project Size: 9,202 sq. ft.  
Zoning: R-SF

Ms. McKay gave an overview of the request for concept plan approval, stating the request is for an addition to the existing church building. The addition will serve multiple purposes, including an adoration chapel, fellowship hall, conference room, music room, youth activity space, a warming kitchen and restrooms. There will also be a partial basement to be used for storage. The facility will be for members of the church and is not intended to be a used as rental hall. There has been a net increase of 27 parking spaces.

The owner will be installing a larger water line to accommodate installation of a sprinkler system in the existing buildings in the future. A utility plan review will be conducted as part of the final site plan review process.

We are awaiting approval of the concept stormwater management plan from DPW and Soil conservation; however, the plan appears to adequately address those issues.

Engineer Wayne Hunt of Little Silences Rest gave a brief overview of the concept plan, explaining that the proposed addition will connect to the existing building. The traffic pattern has been changed to allow for a better flow of bus and vehicle traffic. Chairperson Moulds inquired about the warming kitchen. Architect Larry Abell of Abell & Associates indicated the warming kitchen would include a microwave and warming appliances, stating it is not meant to be a full commercial style kitchen.

Member Hollander referred to the ordinance landscape requirements and asked if these requirements would be met. Wayne Hunt indicated the landscaping plan is shown on pages 3 of 5 of the concept site plan, indicating additional plantings would be done along Washington Street. Ms. McKay stated the project has met the requirements for landscaping.

Member Hollander asked if a bike rack could be incorporated into the plan. Wayne Hunt indicated this could be easily added to the proposed and/or existing buildings and it would be addressed at the final stage of approval.

**Chairperson Moulds entertained a motion to approve the concept site plan for Case #2-16 – St. Aloysius Catholic Church. Member Earhart made the motion, which was seconded by Member Shultz. There being no further discussion, the motion passed unanimously.**

**Case #5-16 Leonardtown Volunteer Fire Department Inc., Map 133 Parcels 250 & 490**  
Request for boundary line adjustment plat approval

Applicant: Leonardtown Volunteer Fire Department  
Engineer: Wayne Hunt, Little Silences Rest, Inc.  
Adj. Land Area: 1.70 acres  
Zoning: C-B

Ms. McKay indicated that this case is relative to Case #4-16, as it combines the existing carnival lot with a neighboring residential property and the combined parcel is shown for the proposed project. She asked that both cases be reviewed together; however, separate motions will be required with this case being voted on first.

**Chairperson Moulds entertained a motion to approve Case #5-16 Leonardtown Volunteer Fire Department Inc. - boundary line adjustment plat. Member Shultz made the motion, which was seconded by Member Hollander. There being no further discussion, the motion passed unanimously.**

**Case #4-16 Leonardtown Firefighters Museum, Map 133 Adjusted Parcel 490**  
Request for concept plan approval

Applicant: Leonardtown Volunteer Fire Department  
Engineer: Wayne Hunt, Little Silences Rest, Inc.  
Contractor: CMI General Contractors, Inc.  
Land Area: 1.70 acres (after boundary line adjustment)  
Project Size: 10,072 sq. ft.  
Zoning: C-B

Ms. McKay gave a brief overview of the request for approval to construct a museum of 6,500 sq. ft. and garage of 3,572 sq. ft. to be located on the property that once served as the carnival lot at the corner of Shadrick Street and Lawrence Avenue. The number of parking spaces provided will far exceed the number of spaces that are required. The additional spaces will be used as overflow parking for firehouse functions, as well as additional parking for Town events.

We are awaiting approval of the concept stormwater management plan by DPW and Soil Conservation, but the plan appears to adequately address those issues. Utility plan review will be conducted as part of the final site plan review process.

Wayne Hunt addressed Member Hollander's concerns regarding the lack of landscaped islands. He said the islands had to be omitted to allow maneuverability of the fire engines. Ms. McKay stated that this property abuts residential property. Mr. Hunt indicated there is a fence separating the two properties and that there will be a rather large buffer area with additional landscaping.

Thomas Mattingly gave a brief overview of items to be displayed at the museum including the carousel and antique fire engine. Mr. Mattingly indicated other fire departments would also be invited

to display their artifacts. With the additional space they will be able to complete their own vehicle maintenance, as well as store the raft and other equipment. Member Earhart asked if events would be hosted at this location, and Mr. Mattingly said events will continue to be held at the firehouse.

Member Hollander inquired about additional lighting. Mr. Hunt responded that the existing light fixture will most likely be removed and used elsewhere on the property, and replaced with adequate lighting that will be pointed away from neighboring homes.

**Chairperson Moulds entertained a motion to approve the concept plan for Case #4-16 Leonardtown Firefighters Museum. Member Shultz made the motion, which was seconded by Member Hollander. There being no further discussion, the motion passed unanimously.**

**Review of Monthly In-House Permits** – No comments

**Review of Approved Town Council Meeting Minutes** – No comments

**Chairperson Moulds entertained a motion to close the meeting. Member Earhart made the motion; seconded by Member Hollander. There being no further discussion, the motion passed unanimously. The meeting was adjourned at approximately 4:29 p.m.**

Respectfully submitted:

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Jada Stuckert, Planning & Zoning Assistant

Approved:

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Jean Moulds, Chairperson

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Laura Schultz, Member

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Heather Earhart, Member

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Christy Hollander, Member

*Absent*

Jack Candela, Member