



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 *March 17, 2025 ~ 4:00 p.m.*

Attendees: Jean Moulds, Chairperson
Laura Schultz, Vice-Chair
Doug Isleib, Member
Andrew Ponti, Member
Sean Lawson, Member - Excused
Heather Earhart, Alternate Member, Excused

In attendance were Town staff members Laschelle McKay, Town Administrator, Jeanine Harrington, Town Assistant Administrator, Mike Bailey, Town Planner; Teri Dimsey, Town Executive Secretary, Jennifer Misner, Town Main Street Manager, Laura Clarke, Clarke Consulting, Carol Choporis, Realtor, Roger Mattingly, Leonardtown Volunteer Fire Department, Katie Folger, Owner of The Vault, Kirit Patel, Jay Mattingly, Town Council, George Hill, Nick Colvin, Town Council and Michael Reid, Southern Maryland News. Sign-in sheets for this meeting are on file at the Town Office.

Chairperson Moulds called the meeting to order at 4:00 p.m. Vice Chairperson, Laura Schultz made a motion to approve the minutes of January 21, 2025 and Member Isleib seconded. The motion passed by a 4-0 vote.

Town Administrator's Report:

Mrs. McKay gave an overview of the last two Town Council meetings that were held on February 10, 2025 and March 10, 2025. Mrs. McKay communicated that in the February meeting the Council passed a resolution of support for Cedar Lane Senior Living Community for a Community Development Block Application. McKay gave an update on the Meadows at Town Run Water Tower communicating the Water tower construction is on schedule. Mrs. McKay communicated in the March meeting that the FY2026 Budget Ordinance was introduced. Mrs. McKay communicated that the Town Council reviewed Maryland Heritage Grant for the restoration of the carousel that the Town has in storage. This grant would pay to have an expert to look at what needs to be done to restore and eventually placing the carousel down at the Town Wharf. Mrs. McKay communicated that Ordinance Number 227 which is the 2025 Comprehensive Plan was introduced and the Town Council will hold a public hearing in April 2025.

Review of Monthly In-House Permits *(January 2025 & February 2025.)*

Chairperson Moulds instructed to the participants in the meeting that if they wish to address the Planning Commission during the Public Hearing that they need to sign up on the signup sheet in the back of the meeting room.

Ms. Jeanine Harrington communicated that the Public Hearing was advertised in the County Times Newspaper on March 06th and March 13th editions so that it was properly publicized as required by the Town Ordinance. Ms. Harrington communicated that public comments were to be received by 3:00 pm March 17th, 2025.

Ms. Harrington gave an overview of the information that was included in the packets provided to the Planning Commission for the Public Hearing. Ms. Harrington also reviewed the timeline for the process required for reviewing the 2025 Comprehensive Plan. Ms. Harrington communicated that the kick off meeting for the 2025 Comprehensive plan started in June of 2024 with different public meetings as well as committee meetings held during the review process. The final draft review was completed in December 2024 and submitted to the State of Maryland and St. Mary's County Government for their official sixty (60) day review in January 2025. Ms. Harrington further communicated that we did receive back comments back from the State on March 11th 2025 and Town staff has proceeded forward with addressing the State's comments. The Town is in the process of holding the required public hearings required for the Town Planning Commission and the Town Council with our projected adoption date projected to be in June 2025.

Ms. Harrington communicated that the Town received four (4) written comments from the public which were included in the Planning Commission Packets, these comments were introduced into public record. The first letter was from the Main Street Advisory Council chair which was submitted on March 17th. The second letter was received from AV3, Inc. which was submitted on January 10th. The third letter was received from Eric Turner of Turner Development. The fourth was a phone call converted to letter form which was received from Mike Mummaugh of Paragon Properties on March 7th.

Chairperson Moulds entertained a motion to close the regular Planning Commission meeting and open the Public Hearing. Member Isleib made a motion to adjourn the regular planning Commission meeting and to open the Public Hearing, seconded by Member Ponti. There being no further discussion, the motion passed by a 4-0 vote.

Open Public Hearing @ 4:14 pm:

Public Hearing for Ordinance # 227 - Leonardtown 2025 Comprehensive Plan Update with Recommendation to Town Council. (The Leonardtown Draft 2025 Comprehensive Plan is located at: <https://leonardtown.somd.com/docs/CompPlan2025.pdf>)

Ms. Harrington gave a presentation of the requirements of The Land Use Article of the State of Maryland's Annotated Code which requires the Planning Commission in each jurisdiction to review their comprehensive plan every ten (10) years. The Comprehensive Plan (The Plan) lays out the Town's vision and guides development and redevelopment through a series of recommendations, goals, and policies. The Plan helps set the framework for investments in public infrastructure and facilities that should be planned and sets the long-term vision that will direct community's expectations while identifying opportunities. The Town's current Comprehensive Plan was adopted in 2010 and is therefore required to be updated as part of the 10- year review cycle. The Town, along with our consultant, Mahan Rykiel Associates, Inc., has held public forums and stakeholder meetings to obtain input from the public on the Comprehensive Plan.

Maryland law requires that local jurisdictions forward copies of the Comprehensive Plan (or amendments to the plan) to relevant state agencies and adjoining local jurisdictions for their review at least 60 days prior to the planning commission public hearing (§3.07.c). Staff provided copies of the draft Comprehensive Plan to relevant agencies on January 10, 2025, and received comments on March 11, 2025, included as attachment #3. The Town Council introduced the Comprehensive Plan as Ordinance No. 227 on March 10, 2025, and their public hearing is scheduled for April 14, 2025, at 4:30 pm.

Ms. Harrington presented a power point presentation to the Planning Commission and members of the meeting. Ms. Harrington reviewed a summary of the significant accomplishments of items completed by the Town since adoption of the 2010 Comprehensive Plan. Ms. Harrington gave an introduction and overview of the main elements for the 2025 Comprehensive Plan which is dictated by the State. These elements include land use, housing, transportation, community facilities, sensitive areas, municipal growth, water resources, mineral resources and fisheries as well as a description of how the Town plans to implement and achieve the goals and objectives of the 2025 Comprehensive Plan.

Staff Recommendation: In accordance with the Maryland Land Use Article, the Planning and Zoning Commission must hold at least one public hearing and recommend adoption of the plan to the Town Council. The Town Council may adopt, modify, remand, or disapprove the draft that the Planning Commission sends to them. The legislative body does not need to send it back to the Planning Commission if it decides to amend it, but if it does send it back, the Planning Commission needs to work on it and hold another public hearing.

Chairperson Moulds asked if there are any comments or questions from the audience, with no comments or questions from the audience, ***Chairperson Moulds entertained a motion to close the Public Hearing and open the regular Planning Commission meeting at 4:38 pm. Member Isleib made a motion to close the Public Hearing and open the regular Planning Commission meeting, Member Ponti seconded the motion. There being no further discussion, the motion passed by a 4-0 vote.***

Chairperson Moulds entertained a motion for the recommendation of the 2025 Comprehensive Plan to Town Council. Member Shultz made a motion to recommend to Town Council for the adoption of the 2025 Leonardtown Comprehensive Plan Update in accordance with the Land Use Article of the State of Maryland Annotated Code, Member Ponti seconded the motion. There being no further discussion, the motion passed by a 4-0 vote.

Chairperson Moulds entertained a motion to adjourn the meeting. Member Isleib, made the motion to adjourn meeting; seconded by Member Schultz, there being no further discussion, the motion passed by a 4-0 vote. The meeting was adjourned at approximately 4:44 p.m.

Respectfully submitted:

Michael A. Bailey, Planning & Zoning Coordinator

Approved:

Jean Moulds, Chairperson

Laura Schultz, Vice Chairperson

Andrew Ponti, Member

Excused

Sean Lawson, Member

Doug Isleib, Member

Excused

Heather Earhart, Alternate Member