

Commissioners of Leonardtown
Leonardtown Planning and Zoning Commission Meeting
May 21, 2007 ~ 2:30 p.m.

Attendees: Jean Moulds, Chairperson
Frank Fearn, Vice Chair
Dan Burris, Member
Jack Candela, Member
Dave Frock, Member

Also in attendance were: Laschelle Miller, Town Administrator; Jackie Post, Fiscal Clerk; Wayne Davis, WM Davis; Rodney Gertz, Andy Bice, Quality Built Homes; A complete list is available on file at the Leonardtown Town Office.

Chairperson Moulds called the meeting to order at 2:30 p.m.

Chairperson Moulds remarked that last month's minutes were not included in their packets and asked that copies be distributed to the members to review.

Chairperson Moulds requested an amendment to today's agenda. Under New Business, after Breton Market Place, add Relax Inn, discussion only.

Town Administrator's Report – Laschelle Miller

Ordinance No. 130 - Introduced Ordinance No. 130 to Adopt FY08 Budget and Set the Tax Rate and held a Public Hearing for the FY08 Budget.

Budget Amendments – Four Budget Amendments were passed:

- BJ01-07 - Highway Use & Revenue Carry Forward
- BJ02-07 - Collection System Maintenance
- BJ03-07 - McIntosh Pump Station Repair
- BJ04-07 - Waste Disposal Funding

Introduction of Keitaro Tanaka- Mr. Tanaka, from Gifu City, Japan was visiting the United States to learn about the City Manager role in government and was introduced to the Town Council.

Award Lawn Care Contract- The contract was advertised for a three year term with two one year options. Two bids were received. Contract was awarded to Woodlawn Lawn Care.

Case No. 29-07 St. Mary's Hospital- Temporary Classroom Trailer- St. Mary's Hospital asked permission to place a temporary classroom trailer on the hospital site. Approval was given for up to 18 months.

Award Contract for Pt. of Leonardtown Park Design- An advertisement went out for a Request for Proposals to do the design work for the Port of Leonardtown public park. We received two bids and the contract was awarded to Crozier and Associates.

Old Business

CASE # 87-06: Breton Market Place Office Condominiums, 25480, 25482 & 25484 Pt. Lookout Road, Request for Condominium Plat Approval

Applicant: W.M. Davis
Engineer: Jonathan Blasco, Mehaffey and Associates.
Location: 25470 Pt. Lookout Road
Zoning: Commercial Business (C-B)

The applicant, Wayne Davis, received approval to construct 3 two story office buildings at the Breton Market Place site at the January 16, 2007 Planning and Zoning meeting. Today the request is plat approval for the condominium subdivision plats.

Ms. Miller stated that Mr. Higgs of LSR is present today to answer any questions. The only things missing are the case number which they will be adding to the original plats for signature.

The applicant is requesting Final Approval at this time. The Planning and Zoning Commission can approve, approve with conditions, or deny.

Councilmember Fearn moved on Case #87-06 to approve the condominium plat; Councilmember Candela seconded, no further discussion, motion passed unanimously.

CASE #100-06 Relax Inn – Discussion Only

Ms. Miller remarked that Mr. Wayne Davis was present today to brief the Board on the design plans for the Relax Inn. As this is such a large building in the middle of downtown it is important that he receive input from the Town regarding the direction of the building's design.

Mr. Davis presented the Board with a copy of the original design and how it had been recently modified. He explained the footprint of the building, bringing it forward to align with the Drury building and changing from a single story to a three-story building. There will be on-street parking, along with parallel parking in the rear. Presently, they are eight parking spaces short but there is considerable unused parking available in the public parking lots directly across from the building at night and on the weekend.

The Board members asked Mr. Davis questions regarding the parking, entrance into and out of the hotel, the number of hotel rooms, what type of brick work will be used on the exterior and if

it will look similar to the Drury Building. How will they screen the window air conditioning units, will there be any meeting rooms and what the signage will look like?

Mr. Davis responded to those questions, many of which are still in the design/planning phase. His goal today was to get the Board's thoughts, ideas and suggestions as to the direction he should take in the design/planning of the new hotel, along with the owners ideas and move forward with the plan.

Mr. Davis thanked the Board for their time.

CASE # 64-04: Leonard's Grant- Phase 1- Final Site Plan Approval

Applicant: Quality Built Homes
Engineer: Loiederman Soltesz Associates, Inc
Location: Rt. 245
Zoning: Planned Unit Development- PUD-M

The applicant received concept approval January 10, 2005. In September of 2006 the applicant received final site plan approval for the entrance road and sewer force main construction. A building permit has been issued for the road and sewer force main. At this time the applicant is requesting final site plan approval for Phase 1 of the homes. Phase 1 includes 76 lots and the Town green.

Included:

- Revised Site Plan
- December 20, 2004 Planning and Zoning meeting
- Minutes of January 10, 2005 Town Council meeting
- Minutes of September 18, 2006 Planning and Zoning meeting
- March 5, 2007 DPW Comment letter
- LSA Transmittal dated 5/16/07
- SCD letter dated 5/11/07

Minimal comments are pending from the review. Staff will finalize all review approvals prior to issuance of permits if final site plan approval is received. Below is a list of review items completed or near completion.

- DPW- 4 outstanding items to be addressed with Town. (See LSA Transmittal dated 5/16/07)
- Fire Dept- Comments received
- Utilities- Comments received
- Soil Conservation- Minor revisions pending (see 5/11/07 letter)
- SHA- Minimum comments pending
- Environmental Agencies (DNR, MDE, FCA)- Pending finalization of approvals
- Architecturals - Updated drawings provided at meeting from previous comments

The applicant is requesting Final Approval of Phase 1 at this time. The Planning and Zoning Commission can approve, approve with conditions, or deny.

Mr. Rodney Gertz and Mr. Andy Bice of Quality Built are present today to provide an update of the project and answer any questions.

Mr. Bice introduced himself and briefed the Board on Phase I of the project, mainly the construction of the swm pond.

Councilmember Candela stressed his concern regarding swm pond safety especially in regard to young children playing around the ponds.

Mr. Mike Pierce came forward and described the pond in engineering detail to reassure Board Member Candela that this system will not hold water at a high depth for any considerable time and is surrounded with certain plantings to discourage entering the pond.

Mr. Bice thanked the Board for their time and looked forward to moving forward on the project to completion.

Mr. Gertz came forward and introduced Ms. Lauren Sullivan, a senior at Calverton High School. She will be working with Quality Built homes as a summer intern, becoming familiar with their business practices.

Mr. Gertz remarked that they are still working on varying some of the architectural details of the homes to create a neighborhood of homes that are very distinct.

The Board members asked a few questions and thanked Mr. Gertz, Mr. Bice and Mr. Pierce for bringing them up-to-date.

Ms. Miller stated that there are a few minor items that can be worked through with staff. They are requesting final site plan approval for Phase I, which is for 76 lots.

Councilmember Candela moved on Case #64-04 to approve the final site plans for Phase I with the proviso that Soil Conservation, DPW and other regulatory agencies requirements are met; Councilmember Fearn seconded, no further discussion, motion passed unanimously.

Monthly In-House Permits – No Questions

Town Council Minutes – No Questions

Chairperson Moulds asked the board members to take a moment to review the April minutes and entertained a motion to approve the April 16, 2007 meeting minutes; Member Burris moved to approve the minutes, seconded by Member Fearn, no further discussion; motion passed unanimously.

Member Fearns moved to adjourn the meeting at 3:35 p.m., seconded by Member Candela, no further discussion, motion passed unanimously.

Respectfully Submitted:

Teri Dimsey, Recording Secretary

Approved:

Jean Moulds, Chairperson

Frank Fearn

s, Vice Chair

Dan Burris, Commission Member

Jack Candela, Commission Member

Dave Frock, Commission Member