



Commissioners of Leonardtown

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J. HARRY NORRIS
Mayor

LASCHELLE E. MILLER
Town Administrator

Commissioners of Leonardtown
Leonardtown Planning and Zoning Commission Meeting
February 19, 2008 ~ 2:30 p.m.

Attendees: Frank Fearn, Vice Chair
Dan Burris, Member
Jack Candela, Member

Absent: Jean Moulds, Chairperson

Also in attendance were: Laschelle Miller, Town Administrator; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Wayne Davis, WM Davis; Andy Bice, QBH. A complete list is available on file at the Leonardtown Town Office.

Vice Chair Fearn called the meeting to order at 2:35 p.m.

The meeting minutes for the December 17, 2007 Planning and Zoning Commission meeting are presented for approval.

Vice Chair Fearn entertained a motion to approve the December 17, 2007 meeting minutes.

Member Burris moved to approve the minutes; seconded by Member Candela, no further discussion; motion passed unanimously.

Town Administrator's Report – Laschelle Miller

Ryken Annexation- The annexation was finalized and a September 12, 2005 resolution of annexation was passed for Ryken High School. The motion stated that the annexation would be effective once a water meter was installed, Metcom agreed to the EDU's remaining on Metcom's list and the CAC issues were resolved. The only outstanding issue was the water meter. Representatives of the school asked for a one year extension until engineering of the new field and athletic center can be completed to know where to place the meter vault. It is a significant size and they don't want to have to move it later. Town council approved the extension and finalized the annexation.

Introduction of Ordinance No. 132- A draft ordinance outlining the process for EDU allocation during the time period until the expansion moves forward was introduced and would be voted on next month.

Leonardtown Wharf Parking/Traffic Study Update- Desman Associates meet with staff to kick off the study.

St. Aloysius Deed for Streetscape- The Archdiocese has signed the deed for the strip of land in front of the church and school needed to complete the streetscape project. Approval was given from the Council for the Mayor to sign the deed.

The streetscape bids were opened last week. Six bids were received; all were significantly under the estimates. The project will be moving forward this spring. We are awaiting word on award of the bid.

Rt. 245 Rezoning Committee Report- The committee drafted a vision statement for the area. The suggestion is to hold a public meeting for all neighbors in the area in March. Based on those comments if there is an interest in moving forward then a zoning ordinance can be drafted for the Residential/Commercial Conservation District zone. After that public hearings could begin for the rezoning process.

NEW BUSINESS

Case # 10-08 True Value Parking Lot Expansion at the Shops of Breton Bay - Request for Approval to Extend Parking Lot by Twenty Spaces

Applicant: Wayne Hunt (for Al Rudman)
Owner: Breton Bay, LLC
Engineer: LSR, Inc.
Location: Northern End of The Shops of Breton Bay, North of the True Value Hardware Store, West of the Auto Zone Store
Zoning: C-B
Enclosed: - Site Plan
- Portion of Original Concept Plan

Ms. Adler reported that the applicant is asking for approval to expand the parking lot at the North end of the Shops of Breton Bay by 20 spaces. This lot was shown on the original shopping center concept plan. All storm water management issues have been addressed. Plans have been submitted to DPW and Soil Conservation and we are awaiting comments from their offices.

Action Needed Today: Applicant is seeking site plan approval. The Planning and Zoning Commission can approve, approve with conditions, deny or delay.

Mr. Wayne Hunt with LSR came forward to represent the applicant and answer any questions the Board may have on the project.

Member Burris clarified that this was twenty additional spaces.

Ms. Adler stated that these parking spaces were marked for future spaces in the original plan and they wish to utilize those spaces at this time.

Member Burris commented that he is concerned about the fencing to make sure it conceals the storage area and Member Fearn noted that the area may need some additional lighting for security.

Mr. Hunt responded that they could do nice fencing with privacy slats.

Member Burris moved on Case #10-08 to approve the parking lot expansion for an additional twenty parking spaces to include additional lighting if necessary and provide fencing to conceal the storage facilities; Member Candela seconded, no further discussion, motion passed unanimously.

Old Business:

Case # 64-04 Leonard's Grant Phase I –

Applicant: Quality Built Homes
Engineer: Loiederman Soltesz Associated, Inc.
Location: Rt. 245
Zoning: PUD-M

Enclosed: - Portion of Original Approved Plat
- New Proposed Plat with changes highlighted

Ms. Adler reported that the applicant received final plat approval for Phase I on July 16, 2007. They are now asking for approval to make minor changes to the Confirmatory Plat. Those changes include taking out a small road, Pine Bluff Lane, and adding that land for the road into Lot #12. There was also a minor change to the location of the access easement leading to the Pump Station.

Action Needed Today: Applicant is seeking approval for changes in the confirmatory plat. The Planning and Zoning Commission can approve, approve with conditions, deny or delay.

Mr. Andy Bice with Quality Built Homes provided a brief explanation of the change requests.

Board members asked a few questions for clarification.

Member Candela moved on Case #64-04 to approve the two proposed changes, enlarging Lot #12 and changing the access easement to the Pump Station; Member Burris seconded, no further discussion, motion passed unanimously.

Case # 4-05 McIntosh Run-Request for Re-Approval of Concept Plan

Applicant: W. M. Davis
Location: Point Lookout Road at the old Pennies Bar Location
Zoning: Commercial Highway (C-H)

Enclosed: - Site Plan
-Architecturals
-Copies of P & Z minutes – Feb. 22, 2005
- April 25, 2005

Ms. Adler reported that the applicant, Mr. Davis, is requesting re-approval of the concept plan for the McIntosh Run Shopping Center because his original approval has expired. Nothing has changed on this new request. Concept approval was granted on April 25, 2005.

Action Needed Today: Applicant is seeking re-approval for the McIntosh Run Shopping Center project concept plan. The Planning and Zoning Commission can approve, approve with conditions, deny or delay.

Mr. Davis came forward and provided a quick refresher of the project for the Board and the future plans to move ahead once all the approvals have been obtained.

The Board members asked a few questions and stated they would like Mr. Davis to consider adding a back entrance leading to Fenwick Street to limit the amount of traffic along the main entrance at Route 5.

Mr. Davis responded that they have been seriously looking at this option and hope to incorporate that into the plan.

Member Burris moved on Case #4-05 to re-approve the prior Concept Plan to consider information from the Town's Comprehensive Plan to include an entrance for a back access to limit traffic onto Rt. 5; Member Candela seconded, no further discussion, motion passed unanimously.

Monthly In-House Permits – No Questions

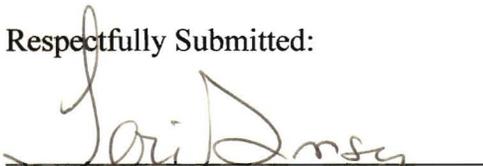
Town Council Minutes – No Questions

Member Burris remarked that Councilmember Collier had mentioned Task # 8 in regards to the traffic study and asked for clarification of the task.

Ms. Miller responded that the Desman Associates broke their bid proposal down in tasks and when Councilmember Collier first reviewed the bid he did not feel that three of the tasks, #8, 9 and 10, were something that we wanted to do at this time but could add later on. When the contract was awarded and we met with the consultants and they explained task #8 in more detail, Councilmember Collier determined this task was very important to the study and task #8 was necessary to be added back.

Ms. Adler commented that she has finished her review of all the expired and about to expire approved projects and building permits. Letters of notice have been sent out to the owners. This month I will be working on compiling a list of zoning text amendments for any changes we may want to make to our zoning code. If you have any changes you would like considered, please send them to me by the next Town Council meeting.

Member Burris moved to adjourn the meeting at 2.53 p.m., seconded by Member Candela, no further discussion, motion passed unanimously.

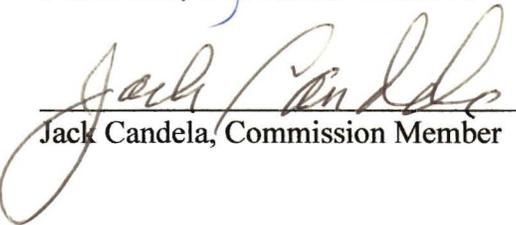
Respectfully Submitted:

Teri Dimsey, Recording Secretary

Approved:

Absent
Jean Moulds, Chairperson


Frank Fearn, Vice Chair


Dan Burris, Commission Member


Jack Candela, Commission Member