



# 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**  
*October 19, 2015 ~ 4:00 p.m.*

Attendees: Jack Candela, Member  
Laura Schultz, Member  
Christy Hollander, Member  
Heather Earhart, Member

Also in attendance were Mayor Dan Burris, Laschelle McKay, Town Administrator, Town Council member Leslie Roberts and Town staff members Teri Dimsey, Recording Secretary, and Cindy Williams, Planning & Zoning Assistant.

John Williams of MedStar St. Mary's Hospital, Billy Mehaffey of Mehaffey & Associates P.C., Rayner Blair, John O'Connell of Potomac LLC, Butch Bailey of VARC LLC, Dick Myers of The Bay Net and John Wharton of The Enterprise were also present.

Member Candela called the meeting to order at 4:00 p.m. The minutes of the September 21, 2015 meeting were presented for approval.

**Member Schultz moved to approve the September 21, 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 the Town Council addressed in its October 12, 2015 meeting.

**Old Business:**

**Case #2-15      MedStar St. Mary's Hospital Quad House, 41500 Doctors Crossing Road**  
Request for final site plan approval recommendation to Town Council

Owner:            St. Mary's Hospital of St. Mary's County, Inc.  
Engineer:        Billy Mehaffey of Mehaffey & Associates, P.C.  
Architect:       Todd Edwards of CR Goodman Associates, LLC  
Land Area:       .97 acres  
Project Size:     5,720 sq. ft.  
Zoning:           PUD

Ms. McKay provided an overview of the project, stating that the concept plan to build a quad house to serve as temporary housing for visiting doctors was originally presented to the Planning & Zoning Commission in January 2015 and received a favorable recommendation. In February 2015, Town Council held a public hearing at its regularly scheduled meeting, as required. No public comments were received, and Council approved the concept plan as presented with the addition of a pedestrian connection from the quad house to Moakley Street.

A few minor comments from Soil Conservation and the Department of Public Works have been addressed and we are just awaiting written approval. The Town has approved the utility plans. The required number of parking spaces has been provided. The architectural plans are complete and will be submitted to the Fire Marshal for approval prior to issuance of the building permit.

Ms. McKay introduced Billy Mehaffey, the engineer. Mr. Mehaffey said the project is very much the same as what was previously presented. Ms. McKay noted that the only significant change to the current site plan is the addition of a sidewalk that will extend down to Moakley Street. The developers of the Clark's Rest Subdivision have built the sidewalk leading from that neighborhood to Moakley Street.

Member Earhart asked if there would be lighting at the rear of the building that would affect the other residents of Singletree. Mr. Mehaffey responded that there will be some residential security and other low profile lighting.

**Member Candela entertained a motion to recommend approval of the final site plan for Case #2-15 MedStar St. Mary's Hospital Quad House to Town Council. Member Earhart made the motion; seconded by Member Hollander. There being no further discussion, the motion passed unanimously.**

**Case #6-15B Washington Street Retail Complex – Phase Two, 22845 Washington Street**  
Request for site plan approval

Applicant: John O’Connell of Potomac, LLC  
Owner: 22845 Washington Street, LLC  
Engineers: Butch Bailey of VARC, LLC and Patt Mudd of Mudd Engineering, LLC  
Architect: J.F. Jochum Architects, LLC  
Building Size: 9,840 sq. ft. (existing building)  
Zoning: C-B

Ms. McKay introduced the project. The concept plan for the entire site, to be completed in three phases, was approved on March 16, 2015. Phase One, which is the Dunkin Donuts pad site, received final site plan approval at last month’s Planning & Zoning meeting and the building permit has been issued.

The applicant is requesting final site plan approval of Phase Two at this time. A copy of the site plan for this Phase is attached. The only change to the site plan from the plan submitted in September is a request from Town staff to add the statement “Possible Future R/W (Variable Width)” on the alley connecting Washington Street to Lawrence Avenue. There is not enough property for a road at this time, but this language was added in the event the Town decides to add a road in the future to carry out recommendations from our Downtown Plan. Mr. Blair intends to keep that area open as an alley in the meantime to provide an entrance off of Lawrence Avenue as well as Washington Street.

Phase Two includes significant improvements to the exterior of the existing building. Approximately 18 feet is being removed from the front and renovations to the remainder of the building are being proposed. At this time, the applicant is requesting approval of the exterior changes as presented. Separate building permits will be issued for the interior as space is rented. The first building permits issued will most likely be for fit-outs to accommodate a restaurant and an insurance office.

The site plan provides more than the required number of parking spaces if retail is proposed. A new calculation will be done based on actual uses as the building permit applications are submitted to insure that there will be adequate parking.

**Member Candela entertained a motion to approve the final site plan for Case #6-15B Phase Two of the Washington Street Retail Complex. Member Earhart made the motion, which was seconded by Member Schultz. 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

**Member Candela entertained a motion to close the meeting. Member Earhart made the motion; seconded by Member Schultz. There being no further discussion, the motion passed unanimously. The meeting ended at approximately 4:15 p.m.**

Respectfully submitted:

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Cindy Williams

**Approved:**

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Jack Candela, Member

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Laura Schultz, Member

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Christy Hollander, Member

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Heather Earhart, Member

Absent

Jean Moulds, Chairperson