



# 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 *November 21, 2016 ~ 4:00 p.m.*

Attendees: Jean Moulds, Chairperson  
Heather Earhart, Member  
Laura Schultz, Member  
Jack Candela, Member

Absent: Christy Hollander, Member  
Tyler Alt, Alternate Member

Also in attendance were Town Administrator, Laschelle McKay and Town staff members Teri Dimsey, Recording Secretary; Jackie Post, Fiscal Clerk; and Jada Stuckert, Planning & Zoning Assistant.

Other persons present were Casey Smith, Tom Spies, and Margaret Prichard of Hord | Coplan | Macht; Mary Joy Hurlburt of St. Mary's Ryken, Billy Mehaffey and Stacy Clements of Mehaffey & Associates; Marvin Oursler of Marrick Properties, Inc. 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. The minutes of October 17, 2016 meeting were presented for approval.

**Member Candela moved to approve the October 17, 2016 minutes as presented; seconded by member Schultz. There being no further discussion, the motion passed by a 4-0 vote.**

### **Town Administrator's Report:**

Ms. McKay gave an overview of the November 14<sup>th</sup> Town Council meeting indicating the Council reviewed the annual audit report from Murray, Wamsley & Schrader, LLC which went well, there were no issues to report. The Council also held two public hearings, one for the Bonnevier property PIRD overlay designation which was approved. The second was for Resolutions 6, 7, 8, and 9 for 2016 on the Disposition of Town Property which starts the process of selling the two condo units the Town Hall moved out of as well as a property in Singletree and the parcel where the old water tower used to be on Church Street. All these properties will receive appraisals before being put up for sale. The Council also awarded the annual Beacon Newsletter contract to Printing Press, and presented a gift congratulating Deputy Smolarsky on her retirement.

**New Business:**

**PUBLIC MEETING**

**Case No.**

**14-05.2A67-16 Clark's Rest Phase 2A Clubhouse & Pool**

Request for Architectural approval

Owner:	Calvert, LLC
Contractor:	Marrick Properties, Inc.
Engineer:	Collinson, Oliff & Associates, Inc.
Property:	Tax Map 127, Parcel 514
Total Land Area:	177.3 (entire property)
Zoning:	PUD-M

Ms. Stuckert gave an overview of the request for architectural review and approval for the community clubhouse. Clark's Rest Subdivision received final site plan approval in March 2012 to build 205 single family detached homes and 130 townhomes, for a total of 335 units on 177.3 acres. Phase two received revised site plan approval from Town Council to include additional amenities to the village green in September 2013. At this time, Marrick Properties would like to present architectural plans for what has traditionally been referred to as The Village Green or Parcel G in Phase 2A. This parcel will contain the clubhouse, pool, playground, basketball court and tennis court.

Mr. Stuckert indicated Marvin Oursler of Marrick Properties is here to answer any questions the board may have.

Mr. Oursler gave an overview of the Village Green which will include the pool with water feature, clubhouse, tennis court, basketball court, small playground, and open space. The pool will be almost the same size as Leonard's Grant. The playground size has increased in size compared to what was originally approved. Members inquired about the sidewalks, trees, and layout of the clubhouse. Mr. Oursler explained that the lot will be lined with sidewalks, there will be trees throughout the lot and the clubhouse is also set up similar to Leonard's Grant. Member Schultz asked if there will be a bike rack. Mr. Oursler stated there will be one added.

**Chairperson Moulds entertained a motion. Member Schultz made a motion to approve the final site plan and Member Earhart seconded. There being no further discussion, the motion passed by a 4-0 vote.**

**Case No.**

**14-05.5 Clark's Rest Phase 5 Commercial Record Plat**

Request for Record Plat approval

Owner:	Calvert, LLC
Contractor:	Marrick Properties, Inc.
Engineer:	Collinson, Oliff & Associates, Inc
Property:	Tax Map 127, Parcel 514
Land Area:	177.3 acres (Entire property)
Zoning:	PUD-M

Ms. Stuckert gave an overview of the request for record plat approval of a 5.856 acre commercial lot in the Clark's Rest PUD and introduced Marvin Oursler of Marrick Properties to answer any questions the board may have.

Ms. McKay indicated the idea is that there will be more than one pad site; right now you are just separating the commercial lot 1. Mr. Oursler indicated, as of now, there are no tenants lined up for the commercial lot. Ms. McKay stated the concept site plan will be presented once they have a tenant lined up.

Mr. Oursler gave the board an update on the Clark's Rest entrance indicating it is still a work in progress and will hopefully be opened in 2017.

**Chairperson Moulds entertained a motion. Member Earhart made a motion to approve the record plat for commercial lot 1 containing 5.856 acres and Member Candela seconded. There being no further discussion, the motion passed by a 4-0 vote.**

**Case No.**

**49-16**            **Ryken Athletic Center**  
Request for Concept Plan approval

Owner:	St. Mary's Ryken, Inc.
Engineer:	Mehaffey & Associates, PC
Architect:	Hord   Copland   Macht
Property:	Tax Map 41, Parcel 7
Land Area:	105.339 acres (Entire Property)
Zoning:	L-IO

Ms. Stuckert gave an overview of the request for concept plan approval of a 26,000 square foot athletic complex. The complex will include an entrance lobby, performance court, retractable bleachers, conference room, spirit store, concession stand, locker rooms, wrestling room, storage, and a stage. Ryken currently meets the parking regulations with the outdoor facility and uses/events will not be held at the same time therefore no additional parking is proposed.

The property at Ryken contains Critical Areas however, no development will take place in these areas. Public Works and Soil Conservation have reviewed the conceptual plans and have provided comments to be addressed. Seventeen hundred fifty (1,750) square feet of an existing Forest Conservation Easement will need to be abandoned and relocated to a separate portion of the property to accommodate new stormwater management. Ms. Stuckert introduced Casey Smith and Tom Spies of Hord | Copland | Macht, Mary Hurlburt of St. Mary's Ryken, and Billy Mehaffey of Mehaffey & Associates to answer any questions the board may have.

Tom Spies and Casey Smith gave a brief power point presentation. (Copies on file at the Town Hall). The presentation showed the existing campus, the new building design including footprint and interior layout, and the project schedule. The three story building will be tucked into the hillside, due to the slope of the site, access will be available from all three levels and ADA Accessibility was addressed.

Member Earhart asked if the building will be LEED certified. Mr. Spies indicated they are trying to get a LEED certification which was important to Ryken. Member Earhart asked about the Forest Conservation Easement. Ms. McKay explained that this is a rather easy process that we have done in the past for other projects. Basically, part of the Forest Conservation Easement is simply moved from one portion of the property to another. Ryken has enough land to easily move the easement.

**Chairperson Moulds entertained a motion. Member Candela made a motion to approve the concept plan for a 26,000 square foot athletic complex and Member Shultz seconded. There being no further discussion, the motion passed by a 4-0 vote.**

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

**Chairperson Moulds entertained a motion to adjourn the meeting. Member Schultz made the motion; seconded by Member Candela. There being no further discussion, the motion passed unanimously. The meeting was adjourned at approximately 4:48 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

ABSENT  
\_\_\_\_\_  
Christy Hollander, Member

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Heather Earhart, Member

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Jack Candela, Member