



# 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 February 20, 2024 ~ 4:00 p.m.

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

Also, in attendance were Town staff members Laschelle McKay, Town Administrator, Mike Bailey, Town Planner; Teri Dimsey, Executive Secretary, Emily Stagner, Main Street Manager, Yagya Oli, Engineering Consultant, Dan Slade, Resident, Cynthia Stead, Resident, Laura Clarke, Todd Whitaker, Resident, and Gene Burroughs, engineer from LSR. 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. Member Ponti made a motion to approve the minutes of December 18, 2023 and Vice Chairperson Schultz seconded. The motion passed by a 4-0 vote.*

### Town Administrator's Report:

Mrs. McKay gave an overview of the two recent Town Council meetings that were held on January 8, 2024 and February 12, 2024. Mrs. McKay communicated that the Council took over the final streets in Clark's Rest Phase 4. Town Council also approved an agreement with Think Big Networks to provide broadband services to the Town of Leonardtown. In the February meeting Ordinance 219 was introduced to the Council, which the Council will have a public hearing on March 11, 2024 which is the first step in the process to get our bond financing for the Meadows at Town Run Section 2, water tower project. Town Council had a public hearing on a rezoning case that the Planning Commission heard in December, that rezoning of 22675 Cedar Lane Court was approved through Ordinance No. 218. Town Council also had a public hearing on a franchise agreement with Comcast of Maryland. Both Comcast and Think Big would come to the area if agreement can be signed.

### New Business:

**Case No. 05-05 A      Splash-In Carwash – Lot 2 – Gordon Ragan Subdivision**  
Request for a Concept approval for site development plans for a 3,543 sq. ft. Car Wash.

Owner: NIVEA-NAGGENA, Inc.  
Engineer: TPS (The Plan Source, Inc. C/O Kaviraj Arya Prakash  
Property: 40874 Merchants Lane, Leonardtown  
SDAT: Tax Map 0120, Grid 0018, Parcel 394 (Lot 2 – Gordon Ragan Subdivision)  
Land Area: 1.50 Acres or 65,340 square feet  
Zoning: Commercial Business (C-B)

Mr. Bailey communicated that the property is described as being Lot 2 of the Gordon Ragan Subdivision as recorded in the St. Mary's County Plat Records in Plat Liber 39, page 78. The Lot was recorded on August 23, 1994.

The project was presented to the Planning Commission on September 18, 2023 meeting, requesting a favorable recommendation to the Board of Appeals for a Special Exception use within a Commercial Business zoning. The Planning Commission approved the recommendation to the Board of Appeals with a 5-0 vote.

The applicant received special exception approval from the Board of Appeals hearing on September 25, 2023 with a 5-0 vote in favor of granting the Special Exception based on Town Municipal Code Chapter 155-26. C. which allows for Automobile-related use within a Commercial Business zoning.

The project was presented to the Planning Commission on January 15, 2024 meeting, requesting concept approval for Tunnel-Carwash facility and site improvements.

Mr. Bailey communicated that the proposed site development plan is proposing a Tunnel-Carwash. The proposed building is 3,543 sq. ft. in size. The proposed plan will utilize the existing entrance and recorded access easement for access to the proposed development. The proposed parking area will consist of twenty-seven (27) parking spaces. Per Chapter 155-55 Chart B the required parking spaces for this type of use is one (1) per three hundred (300) sq. ft. of floor area. Based on Chart B of said Ordinance the site is required to have twelve (12) parking spaces. The current proposed design exceeds the ordinance requirement by fifteen (15) parking spaces.

Mr. Bailey communicated that Per Chapter 155-73. D, Per the Redevelopment section of the ordinance the property is required to treat 50% of the existing impervious surface or reduce the proposed impervious by 50% of the existing impervious surface. The proposed impervious surface of the site is 35,555 sq. ft.; therefore, the site plan must implement environmental site design (ESD) to the maximum extent practicable (MEP) for 50% of the existing site. The applicant has provided four (4) ESD devices which adequately treat the proposed impervious surfaces. Proposed plantings within the ESD devices also meet with the requirements of ESD design.

Mr. Bailey further communicated that Per Town Municipal Code the site is required to provide 10% of the site in landscaping which equals 6,534 sq. ft. The proposed site landscaping plan is providing 12,150 sq. ft of landscaping which equates to 28.5 % for the site. The landscaping proposed exceeds the landscape requirements by 4,267 sq. ft.

Based on uses of other carwashes within the Town it is estimated that the proposed Car wash will require six (6) additional EDU's prior to being issued a use & occupancy permit. The Town at this time does not have any available EDU's for this project, however the Towns existing waste water treatment plant is under construction to expand the facility. The estimated time frame to complete the waste water treatment facility upgrade is projected to be late summer. The project could proceed with final engineering and design during that time.

Mr. Bailey communicated that the project has received concept approval from St. Mary's County Public works & Transportation, St. Mary's County Soil Conservation District, Maryland State Highway, Town of Leonardtown Capital Projects Department and Town of Leonardtown Planning Department.

Architectural drawings to date have not been submitted or reviewed by the Town or the State Fire Marshal, this is not a requirement for concept approval by the Planning Commission at this time.

Action Needed Today: The applicant is requesting concept site plan approval for Case No. 05-05 A- Splash-In Carwash – Lot 2 – Gordon Ragan Subdivision. The Planning and Zoning Commission can vote to approve, approve with conditions, delay or deny a decision.

Member Isleib, asked why is the design for parking spaces exceeding the required number of parking spaces per the ordinance. Mr. Bailey responded that some of the parking spaces will have vacuum stations to be utilized by car wash customers.

Chairperson Moulds communicated that the board understands that architectural review is not part of the concept approval but want to let the consultant know that the exterior surfaces to be proposed need to represent the current facades surrounding the proposed development.

The Planned Source representative explained that the exterior of the proposed building would be white brick with a portion of the building being a beige metal siding.

Chairperson Moulds communicated that the existing buildings in the commercial business area are mostly red brick and suggested that the proposed building should be consistent with the surrounding buildings. The consultant communicated that they could design the proposed building façade to be more consistent with the surrounding buildings utilizing red brick.

*Chairperson Moulds entertained a motion for Case No. 05-05 A- Splash-In Carwash. Member Ponti, made the motion to approve request for concept site plan for Case No. 05-05 A- Splash-In Carwash, pending fire marshal approval; seconded by Member Isleib. There being no further discussion, the motion passed by a 4-0 vote.*

- **Case No. 70-16 - Dogwood Development – Lot 1, Map 32, Parcel 0402 – Part of Academy Hills PUD**  
Request for final site plan, architectural façade and record plat approval recommendation to Town Council.

Owner: Dogwood Development LLC.  
Owner Name: Amanda and Quintin Wood  
Surveyor: Little Silences Rest, Inc. C/O Steve Abell  
Property: Cedar Lane and Route 5 Intersection  
SDAT: Tax Map 0032, Grid 0023, Parcel 0402, Lot 1  
Land Area: 2.00 acres  
Zoning: Planned Unit Development (PUD)

Mr. Bailey communicated the applicant is requesting Final Approval for a six (6) lot single-family home site development plan at the corner of Cedar Lane and Route 5. The subdivision is proposed to contain six one-story homes on a Cedar Lane Road extension to be named at a future date.

The property was recommended to Town Council for review and approval on December 20, 2021. Town Council on January 10, 2022, approved the project to change the use designated for Academy Hills PUD, Parcel 1, from commercial to single family homes. Additionally, Town Council approved 6 EDUs as an infill project for the six single family homes being proposed.

The Leonardtown Planning Department and Capital Projects Department have reviewed the most recent plans and have approved the plans with very minor comments.

The project has been submitted to Soil Conservation District and Department of Public Works, Leonardtown Volunteer Fire Department, and State Highway Administration which the client has received approvals from all agencies.

Action Needed Today: The applicant is requesting recommendation to Town Council for final site plan, architectural façade, and record plat approval for Case No. 70-16 - Dogwood Development – Lot 1, Map 32, Parcel 0402 – Part of Academy Hills PUD. The Planning and Zoning Commission can vote to approve, approve with conditions, delay or deny a decision.

*Chairperson Moulds entertained a motion for Case No. 70-16 – Dogwood Development, Vice Chairperson Schultz, made the motion for final recommendation to Town Council for final site plan, and architectural façade, approval for Case No. 70-16 - Dogwood Development – Lot 1, Map 32, Parcel 0402 – Part of Academy Hills PUD pending fire marshal approval; seconded by Member Ponti. There being no further discussion, the motion passed by a 4-0 vote.*

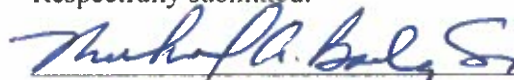
*Chairperson Moulds entertained a motion for Case No. 70-16 – Dogwood Development, Vice Chairperson Schultz, made the motion for final recommendation to Town Council for final record plat approval for Case No. 70-16 - Dogwood Development – Lot 1, Map 32, Parcel 0402 – Part of Academy Hills PUD pending fire marshal approval; seconded by Member Isleib, there being no further discussion, the motion passed by a 4-0 vote.*

**Review of In-House Permits:**

- Review of Monthly In-House Permits (December 2023 & January 2024)

*Chairperson Moulds entertained a motion to adjourn the meeting. Member Isleib, made the motion to adjourn meeting; seconded by Vice Chairperson Schultz. There being no further discussion, the motion passed by a 4-0 vote. The meeting was adjourned at approximately 4:28 p.m.*

Respectfully submitted:

  
Michael A. Bailey, Planning & Zoning

Approved:

  
Jean Moulds, Chairperson

  
Laura Schultz, Vice Chairperson

  
Andrew Ponti, Member

Excused  
Sean Lawson, Member

  
Doug Isleib, Member