



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, 2022 ~ 4:00 p.m.

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

Also, in attendance were Town staff members Laschelle McKay, Town Administrator, Mike Bailey, Town Planner; and Teri Dimsey, Executive Secretary. Billy Gibson, Representative for Gibson Steel & Powder Coating and Ken Held, resident, no other members of the public were present. 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 August 29, 2022 and Member Schultz seconded. The motion passed by a 4-0 vote.**

Town Administrator's Report:

Mrs. McKay gave an overview of recent meetings that have been held by the Town Council which included the vacancy by Tyler Alt, which was filled by Heather Earhart. The Town Council gave final site plan approval to Meadows at Town Run 2, based on the Planning and Zoning Commission recommendation of approval. Mrs. McKay informed the Planning Commission that the waste water treatment plant (WWTP) construction contract has been awarded to Michael Ronca & Sons, Inc. Mrs. McKay communicated that the impact fees for sewer would be increased to assist in the payment of said WWTP construction. Mrs. McKay communicated that the council approved the late fees associated with our water sewer billing services. Mrs. McKay reported that the Town accepted the water sewer and storm drain for Clark's Rest Phases 3, 4 and 4A. The Town also received an easement from John Deatrack who lives at Leonardtown Landing allowing us to extend the existing boardwalk in the future. The Town awarded the water, sewer maintenance contract to John Holcomb Landscaping. Holcomb Landscaping has been subcontracting under Bay Country to do all the Town's water / sewer repairs for the last few months. Mrs. McKay reported that the Town received a fourth facade grant from the community legacy in the amount of \$50,000. Mrs. McKay reported that the Town is submitting main street application to become a full-blown main street designee.

COUNCIL: HEATHER EARHART NICK COLVIN
CHRISTY HOLLANDER J. MAGUIRE MATTINGLY IV MARY MADAY SLADE

New Business:

- **Case No. 46-22 - Lots 1 & 2, Tudor Hall Estates, Section 1 – Plat 4@3 – Breton Bay Drive - Boundary Line Adjustment Plat** – Consolidate recorded Lots 1 & 2 into one buildable lot.

Owner: Bear Builders, LLC.
Engineer: Little Silences Rest
Property: Tudor Hall Estates, Lots 1 & 2, Section 1 – Plat 4-3
SDAT: Tax Map 133, Grid 0017, Parcel: 376
Land Area: 13,068 Square Feet +/-
Zoning: Residential Single Family (RSF)
Critical Area Overlay: Intense Development Area (IDA)

Mr. Bailey gave an overview and description of the property as being located on the east side of 22576 Breton Bay Drive, across the street from Tudor Hall Historical Society Building. Tudor Hall Subdivision was recorded November 11, 1959 in the Plat Records of St. Mary’s County, Maryland at Plat Liber 04, Page 03. Lot 1 consists of 0.14 Acres+/- and Lot 2 consists of 0.16 Acres+/- . Based on the current lot sizes, and existing slopes the lots individually would not accommodate a reasonably modest sized single-family dwelling. Other properties in the Tudor Hall Estates Subdivision have been approved for lot consolidation to allow development of single-family dwellings on the older recorded lots.

The property is surrounded to the north, south and east by modest sized single-family dwellings. Current public water and sewer utilities are readily accessible to the proposed lot. Existing public water service runs along Breton Bay Drive. Existing sewer service runs along the rear of the property in a recorded 15’ sewer utility easement as shown on the subdivision plat.

Bear Builders, LLC, is requesting approval of proposed boundary line adjustment of the said two (2) lots.

Member Ponti inquired if a home existed on the property and Mr. Bailey answered no, however there is an existing shed on the property. Chairperson Moulds communicated that she was glad only one house was to be constructed on the combined lots.

Member Schultz moved to make a motion to approve the request for Case No. 46-22 Lots 1 & 2, Tudor Hall Estates, Section 1 - Boundary Line Adjustment Plat and Member Ponti seconded. The motion passed by a 4-0 vote with member Isleib abstaining.

Case No. 86-03 H – Town Market – 22675 Washington Street (Old Bell Motor Co. Building Southern Parking Lot Area – Request Concept Approval for a Market Area utilizing 8’ x 20’ modernized containers (twenty-four (24) units).

Owner: Bell Family, LLC.
Client: Gibson Steel & Powder Coating
Property: **22675 Washington Street (Old Bell Motor Co. Building) Plat 76-112**
SDAT: Tax Map 133, Grid 0010, Parcel: 309
Land Area: 1.4970 Acres +/-
Zoning: Commercial Business (L-CB)

The subject property is located 22675 Washington Street. The property consists of 1.497 acres. The existing building is approximately 27,721 square feet in size to include a 5,240 square foot canopy covered area which currently is permitted for a market area. The property includes an existing asphalt area which is approximately 42,950 square feet in size. The property has been home to multiple car dealerships and is now occupied with

several retail vendors, a fitness business occupying 7,588 square foot of space and a market area outside under the large canopy utilizing 5,240 square feet of space.

The client is proposing the existing 42,950 square foot existing asphalt area as market/retail and parking area. The existing asphalt parking area is proposed to utilize a total of twenty-two (22) retail units which consists of seventeen (17) 8' x 20' and five (5) 8' x 40' modernized containers. Total square footage of the proposed market place is to be 4,320 square feet. Per the Leonardtown Zoning Code Chapter 155-55. Chart B, the proposed retail area will require one parking space per 200 square feet of retail floor area. This will require twenty-two (22) parking spaces be provided. The parking for the proposed vendor units will be to the west of the retail space and consist of twenty-seven (27) 9'x 19' standard parking spots and two (2) handicap parking spaces. The proposed parking spaces exceed the Code requirement by seven spaces. Access lanes will be sixteen feet wide around the perimeter of the proposed parking spaces for easy ingress and egress. Access to the proposed parking area will be from the existing public right-of-way known as Park Avenue. The proposed containers would be angled along the southern property line of the existing asphalt area. The proposed containers would potentially house artisan vendors, crafters and other small retail businesses at a substantially lower cost for retail space.

The client is proposing the project to be a phased project.

Phase 1

The first phase of the project would place eleven (11) 8' x 20' modernized containers along the southern property line of the property at an angle to allow for each unit to have access on the side with a 6-foot door and windows on the ends of each unit. The proposed units will have separate electrical feeds with lighting, heating and air conditioning only. All units will be tied into an electrical building that will monitor and record the use of each unit separately. Phase one will provide portable bathrooms for retail customers. The proposed bathrooms will be serviced on a regular maintenance cycle that meets with all local and Health Department requirements.

Phase 2

The second phase of the project will place the remaining eleven (11) modernized containers along the southern property line, eastern parking striping and then easterly to the existing building. Phase two will consist of six (6) 8' x 20' units and five (5) 8' x 40' units which includes an 8' x 40' unit that will be utilized as bathrooms with a built-in pump station for water and sewer. Prior to approval of the bathroom unit Leonardtown water sewer capacity will be evaluated for use and the client will be required to apply for additional EDU's if necessary.

Chairperson Moulds inquired as to the location of any proposed bathroom facilities. Mr. Gibson communicated that as part of phase one, the temporary bathroom facilities would be located in the same area where the phase two, 8' x 40' more permanent bathroom facility is shown on the concept plan.

Member Schultz inquired about access from Washington Street and whether it would be closed. Mr. Gibson communicated that access from Washington Street would be open to foot traffic only. Potential customers would be able to still park on Washington Street as well as the additional proposed parking area shown on the site development plan at the rear of the property.

Member Isleib inquired as to what the large open space would be used for between the proposed containers and the existing building. Mr. Gibson communicated that this area would be utilized for activities such as a large chess gaming area or some type of activities to promote foot traffic and also to keep the non-shoppers entertained while shopping customers walked through the different shops. Member Isleib inquired about whether Mr. Gibson had any interested vendors for the potential market. Mr. Gibson communicated that he had

three different business's ready to move in now and that several others have shown great interest in utilizing this type of market. Member Isleib asked what type of businesses are interested in utilizing these shops. Mr. Gibson communicated that a shirt company, the Healing Crystal Company and the Simply Southern Apparel vendor. Mr. Gibson further stated that not all starting small business can afford a 3,000 square foot retail space and this would be ideal for that small business because the rent / lease fee would be approximately \$650 to \$800 depending on the size.

Member Ponti agreed that the Town needs to provide more opportunity for small business in the downtown area and this has a nice location and is also gated. Mr. Gibson communicated that they have several small businesses that currently utilize the current market area and the vendors are doing well and keep coming back every weekend.

Mrs. McKay communicated that this project would give the ability for a wide range of business to be available to the Town residents as well as opportunity for small businesses to utilize these facilities at a relatively low cost.

Chairperson Moulds inquired about signage on Washington Street to point potential customers to the market place. Mr. Gibson communicated that a sign would be custom made based on the sign ordinance for the Town. Mr. Bailey communicated that maybe a A-frame style sign that Mr. Gibson could change vendors names as needed and that the sign would be removed at the end of the business day. Chairperson Moulds asked about who would be moving the sign in and out. Mr. Gibson communicated that his wife would be removing the sign at the close of the business day. Mrs. McKay communicated that the Town may be able to come up with a directional sign like the Town has done for other businesses within the town.

Chairperson Moulds inquired whether the sign could be more permanent so the owner would not have to remove the sign every day. Mrs. McKay communicated that the Town would work with the client to come up with a more permanent directional sign to point customers in the direction of the market. Member Ponti suggested maybe it could be included in with some of the facade improvements. Mrs. McKay communicated that the Town would make sure that whatever the Town was doing for signage would tie into the new planned market.

Member Ponti inquired about the fabrication of the proposed market units and whether Gibson Steel would construct them or would they be constructed by others. Mr. Gibson communicated that an outside company would make the modifications to the containers, then the containers would be placed on site and connected to service utilities such as electric and communications cabling.

Member Schultz inquired whether the containers would look like the presented exhibits. Mr. Gibson communicated that they would in fact be black with silver windows on the end facing the open area with silver six-foot doors on the side. Mr. Gibson further communicated that the units would all have energy efficient LED lighting and would be insulated. Mrs. Shultz inquired whether the units are subdividable. Mr. Gibson communicated that yes, they could be divided to accommodate a specific use or need for different vendors.

Mr. Held communicated that when he was in Las Vegas they had an opportunity to visit a market setup like what was being proposed and it was very well done and offered opportunities to a variety of small business vendors. Mr. Held communicated that in the short time he has known about the market that there is a lot of excitement and interest with the proposed new market.

Member Ponti made a motion to approve the request for Case No. 86-03 H – Town Market – 22675 Washington Street (Old Bell Motor Co. Building Southern Parking Lot Area) and Member Isleib, seconded the motion. The motion passed by a 4-0 vote.

Review of Monthly In-House Permits – No questions.

Member Ponti inquired about the time line for Shepard’s Old Field Market (SOF) construction addition and estimated completion date. Mr. Bailey communicated that the right-of-way sewer construction is almost completed and the owner would have to tie into the new utility.

Chairperson Moulds inquired about the status of the Social Coffee House in Town. Mrs. McKay communicated that the owner was injured but anticipated completion in the first couple months in the new year. The owner still has a few inspections to complete prior to receiving a use and occupancy permit.

Member Ponti inquired about the status of The Rex. Mrs. McKay communicated that The Rex is anticipating opening up possibly the first of the year.

Chairperson Moulds entertained a motion to adjourn the meeting. Member Schultz made the motion; seconded by Member Isleib. There being no further discussion, the motion passed by a 4-0 vote. The meeting was adjourned at approximately 4:43 p.m.

Respectfully submitted:

Michael A. Bailey, Planning & Zoning

Approved:

Jean Moulds, Chairperson

Laura Schultz, Member

Andrew Ponti, Member

Vacant, Member

Doug Isleib, Member