



Commissioners of Leonardtown

22670 Washington Street
P. O. Box 1, Leonardtown, Maryland 20650

301-475-9791 • FAX 301-475-5350
leonardtown.somd.com

DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown Leonardtown Planning and Zoning Commission Meeting July 15, 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, and Laura Clarke. 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 May 20, 2024 and Member 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 June 10, 2024, and July 8, 2024. Mrs. McKay communicated that in June meeting the Council had two public hearings for the annexation of three parcels owned by Cedar Lane Senior Living Community into the Town and the annexation of 19.51 acres of real property by Alfred S. and Joan C. Mattingly into the Town. Mrs. McKay communicated at the July 8, 2024 meeting, Ordinance 224 was presented to amend the zoning map to add the four additional parcels being annexed into the Town Municipal Boundary, which is being presented to the Planning Commission today to make recommendation to the Town Council. Mrs. McKay gave an update on the construction of the waste water treatment plant upgrade and the projected schedule of construction.

New Business:

Ordinance No. 224 – Amendment to Zoning Map

Mr. Bailey communicated that the Commissioners of Leonardtown on June 10, 2024, approved Resolution 2-24, the annexation of three parcels of real property owned by Cedar Lane Senior Living Community into the Town. Notifications were sent to Maryland Dept. of Planning, Commissioners of St. Mary's County and Tri County Council on April 29, 2024 as required. The public hearing was advertised in the County Times on May 23rd and May 30th as well as the Town website. The property was posted and the adjacent neighbors were notified by certified mail. The parcels are shown on Tax map 40, Grid 6, Parcel 71, Tax Map 41 Grid 1 Parcel 220 and Tax Map 40 Grid 6 Parcel 133.

COUNCIL: NICK COLVIN HEATHER M. EARHART

CHRISTY HOLLANDER J. MAGUIRE MATTINGLY IV MARY MADAY SLADE

Mr. Bailey further communicated that the Commissioners of Leonardtown on June 10, 2024, approved Resolution 3-24, the annexation of 19.51 acres of real property by Alfred S. and Joan C. Mattingly into the

Town. Notifications were sent to Maryland Dept. of Planning, Commissioners of St. Mary's County and Tri County Council on April 29, 2024 as required. The public hearing was advertised in the County Times on May 23rd and May 30th as well as the Town website. The property was posted and the adjacent neighbors were notified by certified mail. The property is located on Tax Map 41, Grid 1, Parcel 195.

Mr. Bailey communicated that the next step in the finalization of the annexation is to update the zoning map with the annexed properties, and the properties being zoned, as agreed to by the Town Council and the Commissioners of St. Mary's County.

Ordinance No. 224 was introduced at the July 8, 2024 Town Council meeting. Following a recommendation from the Planning Commission a public Hearing will be held on August 12, 2024 to adopt the Ordinance.

Mr. Bailey communicated that the Town Planning & Zoning Department is requesting a favorable recommendation to Town Council to amended the Leonardtown Zoning Map to add four properties into the municipal boundary. The parcels include, Cedar Lane Senior Living Community as shown on Tax map 40, Grid 6, Parcel 71, Tax Map 41 Grid 1 Parcel 220 and Tax Map 40 Grid 6 Parcel 133, as Residential Multi Family zoning and 19.51 acres of real property owned by Alfred S. and Joan C. Mattingly as shown on Tax Map 41, Grid 1, Parcel 195, as Institutional Office zoning.

Mrs. McKay communicated that all zoning of the properties has been agreed to by the Commissioners of St. Mary's County during annexation into the Town.

Chairperson Moulds entertained a motion for recommendation of Ordinance No. 224. Member Isleib, made the motion to recommend to Town Council, to amend the Leonardtown Zoning Map to add the four properties into the municipal boundary; seconded by Member Ponti. There being no further discussion, the motion passed by a 4-0 vote.

New Business Continued:

Mr. Bailey gave an overview of the 2023 Maryland Department of Planning (MDP) Annual Report to the Planning Commission for review.

Mr. Bailey communicated that the Town Planning & Zoning Department is requesting approval of the 2023 Maryland Department of Planning Annual Report.

Member Ponti inquired if there were any significant differences from 2022 report and the 2023 report. Mr. Bailey communicated that new home construction permitting was down from previous years, but also explained that the two major subdivisions which were having a great impact on permitting are coming to completion. Mr. Bailey further communicated that the Town has another major subdivision that site infrastructure construction was almost complete and would anticipate that the new home permitting will pick back up once the infrastructure is completed.

Chairperson Moulds entertained a motion for approval of the 2023 Maryland Department of Planning Annual Report. Member Schultz made a motion to approve the 2023 Maryland Department of Planning Annual Report and allow Mr. Bailey to finalize paperwork to send to the State; 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 for May 2024 & June 2024.

Chairperson Moulds entertained a motion to adjourn the meeting. Member Ponti, made the motion to adjourn meeting; seconded by Member Isleib, there being no further discussion, the motion passed by a 4-0 vote. The meeting was adjourned at approximately 4:14 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