



**STAFF REPORT**  
**Planning and Zoning Commission**  
**August 19, 2024 at 4:00 p.m.**

*Video of Meeting Available on YouTube Channel: Town of Leonardtown*

**Old Business:**

**Case No. 56-23            Child Care Facility– Governmental Center Complex.**

Request for a Final approval for site development plans for a 6,347 sq. ft modular building.

Owner:                    St. Mary's County Commissioners  
Surveyor:                Soltesz, Inc.  
Property:                St. Mary's County Governmental Center  
SDAT:                    Tax Map 0127, Grid 0005, Parcel 503  
Land Area:              85.36 Acres  
Zoning:                  Institutional / Office District (IO)

Concept approval was granted by the Planning Commission on May 20, 2024.

The proposed modular unit is to be placed on piers as a permanent foundation in between the existing Drill Hall facility and Leonard Hall Drive. The facility is to be served by Leonardtown public water and sewer. The modular Childcare Facility will have a Hardi panel stucco siding that will be painted to match the existing brick and trim colors of the other existing buildings around the governmental center property. The proposed building will be a single story, sprinkled facility that will be entered by a ramp and staircase from the front facing the Patuxent Building.

The proposed parking area will consist of twenty-three (23) parking spaces. Per Chapter 155-55 Chart B the required parking spaces for this type of use is one (1) per employee and one (1) per six (6) children. Based on Chart B of said Ordinance the site is required to have twenty-seven (27) parking spaces. The current proposed design is short of the ordinance requirement by four (4) parking spaces. However, if the facility is to be used by County employees, the employees may be utilizing already allocated required parking spaces in another part of the governmental center complex.

The proposed site landscaping plan is providing 400 sq. ft of landscaping. The landscaping proposed is short of the landscape requirements by 235 sq. ft. To date architectural building plans have not been provided to the Town Planning Department or the Fire Marshal for review.

The applicant has received Final Site Development Plan Approval from St. Mary's County Soil Conservation District and St. Mary's County Department of Public Works & Transportation. No

building plans have been provided to either the Town Planning Department or the State Fire Marshal for review.

**Action Needed Today:**

The applicant is requesting Final Site Plan Approval for Case No. 56-23- Child Care Facility– Governmental Center Complex. The Planning and Zoning Commission can vote to approve, approve with conditions, delay or deny a decision.

***Sample Motion: I move to (approve, approve with conditions, delay or deny) the request for Final Site Plan Approval for Case No. 56-23, Child Care Facility located in Governmental Center Complex, pending Fire Marshal approval.***

**Attachments:**

P&Z May 20, 2024 Minutes  
Building Exterior Drawing  
Final Site Development Plan

**Review of Monthly In-House Permits (July 2024)**

Respectfully Submitted,

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Michael A. Bailey, Sr.  
Town Planning Coordinator