



Commissioners of Leonardtown

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J. HARRY NORRIS
Mayor

LASCHELLE E. MILLER
Town Administrator

Commissioners of Leonardtown
Leonardtown Planning and Zoning Commission Meeting
December 17, 2007 ~ 2:30 p.m.

Attendees: Jean Moulds, Chairperson
Frank Fearn, Vice Chair
Dan Burris, Member
Jack Candela, Member

Also in attendance were: Laschelle Miller, Town Administrator; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Jackie Post, Fiscal Clerk. A complete list is available on file at the Leonardtown Town Office.

Chairperson Moulds called the meeting to order at 2:35 p.m.

The meeting minutes for the October 15, 2007 Planning and Zoning Commission meeting are presented for approval.

Chairperson Moulds entertained a motion to approve the October 15, 2007 meeting minutes and noted that the minutes did not have a motion to close the Public Meeting and asked Ms. Dimsey to listen to the tapes and correct as necessary.

Member Candela moved to approve the minutes as corrected, seconded by Member Burris, no further discussion; motion passed unanimously.

Town Administrator's Report – Laschelle Miller

Videotaping- Mr. Howard Wathen, CSM student is here today and has volunteered to videotape the Town Council and Planning and Zoning Commission meetings.

County Seat Request for Liquor License Letter of Support- County Seat is under new management and they are now serving dinner on Thursday, Friday and Saturday evenings. Town Council approved their request for a letter of support to obtain a liquor license for on site sales only to offer this additional service to their customers.

State Highway Administration MOU for Streetscape- The streetscape project will go out to bid the middle of December. The work will begin spring of 2008. Town Council authorized the signing of the MOU between SHA and the Town before the project could get out to bid.

COUNCIL: WALTER WISE, *Vice President* THOMAS R. COLLIER
ROBERT C. COMBS LESLIE E. ROBERTS J. MAGUIRE MATTINGLY, III

RFP for Parking Lot Design- As part of the streetscape MOU above, the Town will be improving the public parking lot beside Hair Company on Washington St. as mitigation for the Critical Areas impacts of the streetscape project. SHA will be paying for the improvements. Town Council approved the awarding of the bid to Bay Land Consultants for design.

NEW BUSINESS

Case # 86-07: Branden & Stacey Farthing – Request for 5' Rear Setback Variance to Construct a 10' x 23' Deck

Applicant: Branden & Stacey Farthing, owners
Location: 41889 Miles Court, Academy Hills, Lot 55
Zoning: PUD

Enclosed: Application, Site Plan (showing deck location), Deck Construction Plan, House Elevation Plan

The owners, Braden and Stacey Farthing, are requesting a 5' rear setback variance so that they will be able to construct the proposed 10' x 23' deck. Their rear building restriction line is 5' from the back of their house, which does not leave them room to build the deck that they'd like. The Farthing's have spoken to all of their adjacent neighbors and no one has any objections. They previously tried (at considerable expense) to erect a deck on the side of their house without going over the BR line, but were unable to do so because of the instability of the soil on the side of their house. They consequently had to tear down this deck.

Action Needed: Recommendation, favorable or unfavorable, to Board of Appeals, scheduled for Jan 22, 2008.

Member Fearn moved to approve sending a favorable recommendation to the Board of Appeals due to the exceptional hardship of the limitations of the BRL; seconded by Member Burris, no further discussion, motion passed unanimously.

Case # 92-07 Dr. Luke Office Building Expansion – Request for concept plan approval to expand an existing medical office at 26220 Point Lookout Road.

Owner/Developer: Thachara, LLC
Contractor/Applicant: W.M. Davis, Inc.
Engineer: Mehaffey & Assoc., PC
Zoning: C-B

Enclosed please find:

- Proposed site plan
- Elevation of project (for comments)

This is a 1.031 acre site that is presently being used as a 1,880 square foot professional medical office building. The applicant is proposing an expansion of this building, making it a one story, 8,242 square feet building. It would remain medical offices. There are 9 existing parking spaces

on site and 19 new spaces are proposed, giving them 28 parking spaces total. Water would be provided by an existing onsite well. The property is connected to public sewer.

Staff Comments:

- Case # needs to be added to all future plans.
- For each 10 spaces, in a row of parking, an interior planting bed island is required as per Leonardtown Code section 155-54(3). This is not provided on this site plan.

Action Needed: Applicant is seeking concept site plan approval. The Planning and Zoning Commission can approve, approve with conditions or deny.

Mr. Wayne Davis, contractor for Dr. Luke, who could not be here today, came forward to brief the Members on the project and answer any questions.

Mr. Davis explained that Dr. Luke wants to increase the square footage of his existing building for more space for his practice and also add additional space for future needs.

The Members asked a few questions but agreed they would all like to see more architectural elements to lessen the huge look of the roof and break up the long horizontal look of the building. They suggested changing the size of the dormers, adding windows, shutters or other architectural elements to break up the long look. Also, add parking islands and landscaping.

Mr. Davis will return to present the changes to the Members as the project moves to final site plan.

Member Candela moved on Case #92-07 for concept approval of the expansion of the existing building from 1,880 sq. ft. to 8,242 sq. ft. subject to addressing the concerns of the Members today that some consideration be given to making the roof more aesthetically appealing; seconded by Member Fearn, no further discussion, motion passed unanimously.

OLD BUSINESS

Case # 45-05 Ellenborough Ridge – Medical Office Park – Request for Revised Concept Approval

Owner/Developer: Ellenborough Ridge, LLC
Contractor/Applicant: Mr. Wayne Davis
Engineer: Mehaffey & Assoc., PC
Zoning: PUD (Part of Academy Hills PUD)

Enclosed please find:

- Historical information regarding this project:
 - 9/20/04 P & Z Minutes for Proposed Hotel on the Site
 - 10/11/04 Town Council Minutes for Proposed Hotel – denied

- Written Concept Plan for a Proposed 2 Building Medical Office Site – proposed in 2005
- 4/25/05 P & Z Minutes
- 5/9/05 Town Council Minutes - approved
- New proposed site plan - concept drawing
- Elevation plan proposed for the new building (for Comment)

This is a 2-acre commercial site, with quite steep slopes, located on the southerly most corner at the intersection of Cedar Lane Road and the Leonardtown bypass. It was part of the original Academy Hills PUD plan and always designated as a future commercial site. In May of 2005 Town Council approved a concept plan for this parcel. This concept plan consisted of two phases in which two office buildings would be built. The first was to be a medical office building, essentially a one-story brick and frame structure, but with a small second floor library (700 s.f.) and a half basement (3,000 s.f. – unfinished, for storage), the main floor footprint was to have been 3,800 s.f. The second building was to be a two-story brick and frame structure of about 8,000 s.f. total. The total square footage for the project was to be 12,500 s.f. of finished space and 3,000 s.f. of unfinished basement (located in the first building). The buildings were to have architecture similar to their neighbor, Ellenborough, which is a historic site. The buildings were to have a residential look, with a covered front porch and monument windows with brick similar to the Leonardtown Courthouse of the 1930's.

The applicant has now brought a new concept plan for review. This plan consists of one building, 13,200 s.f., with 44 parking spaces as required. (See the site plan and elevations enclosed). The 50' Point Lookout Rd. buffer will be maintained.

I included a section in your packet of the Town's Code, Section ~155-23, regarding Mixed-Use PUDs for your review.

Staff Comments:

- Case # needs to be added to all future plans.
- As the 10/11/04 Town Council minutes reflect, having a use on this parcel that was residential in character was important to the adjacent neighbors. Also the architecture of the original Ellenborough Ridge approved concept plan matched that residential character.
- For each 10 spaces, in a row of parking, an interior planting bed island is required as per Leonardtown Code section 155-54 (3). This is not provided on this site plan.

Action Needed: Recommendation, favorable or unfavorable, to Town Council. A public hearing has been scheduled for the Town Council meeting on January 14, 2008 for this project.

Mr. Wayne Davis, contractor, came forward to brief the Members on the changes in the project. He explained that there have been a number of changes. The concept of the two buildings the way it was done earlier, did not take into account some of the easement issues that have since been found on the site. Also, the business has grown considerably and doubled, which facilitates building a much larger building than previously planned.

The Members asked a few questions regarding the PUD, the size of the building and maintaining a residential look.

Chairperson Moulds remarked that her main concern is that it looks like a big medical building similar to those around the hospital whereas this sits more in a residential area and it would be nice to have it blend in better.

Member Fearn noted that if they could change the roof from an architectural roof to a shingle roof that may blend in better.

Member Candela agreed that he would prefer it to have a more residential look than a commercial building.

Ms. Adler stated, that as with Dr. Luke's case, the architectural comments need to be addressed when the plan comes back for final site approval.

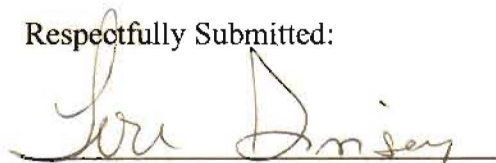
Member Fearn moved on Case #45-05 to forward a favorable recommendation to the Town Council; Member Burris seconded, no further discussion, motion passed unanimously.

Monthly In-House Permits – No Questions

Town Council Minutes – No Questions

Member Fearn moved to adjourn the meeting at 3:15 p.m., seconded by Member Candela, no further discussion, motion passed unanimously.

Respectfully Submitted:


Teri Dimsey, Recording Secretary

Approved:

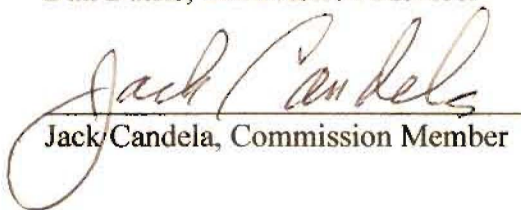
Jean Moulds, Chairperson



Frank Fearn, Vice Chair



Dan Burris, Commission Member



Jack Candela, Commission Member

Absent
Dave Frock, Commission Member