



# Commissioners of Leonardtown

41660 Courthouse Drive  
P. O. Box 1, Leonardtown, Maryland 20650

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

J. HARRY NORRIS  
Mayor

LASCHELLE E. MILLER  
Town Administrator

Commissioners of Leonardtown  
**Leonardtown Planning and Zoning Commission Meeting**  
*June 16, 2008 ~ 2:30 p.m.*

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

Also in attendance were: Laschelle Miller, Town Administrator; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Jackie Post, Fiscal Clerk; Terry Bonnavier/Carol Serb, First Saints; Rick Shadwell, Resident; Christine Wray & Mark Boucet, SMH; Chuck Goodman, Goodman Assoc.; Bill Higgs, LSR; Joseph Mitchell, SMECO; Larry Day; LSA; Tom Russell & George Hayden, SMECO; Jerome DuVal, Resident. A complete list is available on file at the Leonardtown Town Office.

Chairperson Moulds called the meeting to order at 2:30 p.m.

The meeting minutes for the April 21, 2008 Planning and Zoning Commission meeting were presented for approval.

**Member Candela entertained a motion to approve the April 21, 2008 meeting minutes with this change; seconded by Member Fearn, no further discussion; motion passed unanimously.**

## NEW BUSINESS:

### **Case # 45-08 J. Louis Edwards Subdivision Request:**

**Applicant:** Mary Edwards Mattingly & J. Maguire Mattingly  
**Engineer:** LSR, Inc.  
**Location:** Tax Map 32, Grid 16, Parcel 176/ Off of Potato Hill Farm Lane  
**Zoning:** PUD-M

**Enclosed:** Survey/Subdivision Plat

Ms. Adler reported that the applicant is requesting a 3 ac. subdivision of a portion of a farm owned by Mrs. Mattingly. This new lot will be deeded to a family member. The utilities will be private well and septic as allowed by Leonardtown Code. The acreage of the original farm is 82 acres. **Mr. Rick Shadwell is here today to answer any questions.**

**COUNCIL:** WALTER WISE, *Vice President* DANIEL W. BURRIS  
THOMAS R. COLLIER. ROBERT C. COMBS LESLIE E. ROBERTS

**Action Needed Today:** The Planning and Zoning Commission can approve, approve with conditions, deny, or delay decision.

Member Candela inquired if the private well and septic were too close to the setback from the existing systems; what is the reason for the private well and septic?

Ms. Adler responded that they would be required to go under the road to connect and it is very far and prohibitively expensive for them to connect to the Town's system.

Chairperson Moulds clarified that this is a three-acre parcel and there are houses on the other two lots.

Mr. Shadwell replied yes and there is only one house on Lot 1.

**Member Candela moved to approve sub-dividing a three-acre lot on the family farm with private well and septic, Member Fearn's seconded, no further discussion, motion passed unanimously.**

**Case #48-08 SMECO Expansion - Concept Plan:**

**Applicant:** SMECO  
**Engineer:** CDS Associates, Inc.  
**Location:** 23365 Hollywood Road  
**Zoning:** Commercial Business (C-B)

**Enclosed:** - Concept Plan  
- Description of Project

Please see the enclosed description and drawings for plans for the expansion of their regional office site.

**Action Needed Today:** The applicant is going to provide an overview of future expansion plans for this site.

Mr. Joe Mitchell introduced himself as the attorney representing SMECO for this case today; with him today are Mr. Tom Russell and Mr. George Allen Hayden along with our engineer, Mr. Larry Day to answer any technical questions.

Mr. Mitchell stated that the purpose of this presentation is to provide you advance information on the upcoming request for rezoning and SMECO's plan for this parcel of property over the next few years. SMECO has acquired this property to provide future expansion of their facilities to accommodate future growth and ease of use for the various trucks and equipment required for everyday use and maintenance.

Mr. Russell provided a more detailed explanation of the proposed purpose and use of this property and the technical aspects of the equipment and towers. The expansion is important to allow for more secured access for employees and contractors.

Mr. Allen focused on the expansion and renovation of the SMECO office facilities that will be done in conjunction with the addition of the parcel after the rezoning.

The members asked a variety of questions concerning the effects of the surrounding neighborhood and neighborhoods, have they informed them, talked with them and worked out any issues or concerns. They also inquired about the traffic flow in and out of the employee entrance and contractor entrance onto Hollywood Road.

Member Candela mentioned the back of SMECO and the visibility of storage and equipment and the fact that a few homes located behind that have a very unsightly view.

Mr. Russell noted that they had not spoken with those residents but would make it a point to speak with them and to look into various ways to beautify the view without limiting security. Screen fencing that hides areas can sometimes provide advantages to theft and destruction but some low, mid and high types of plantings can be done. We will look at various options that will be acceptable to the residents, Town Council and the Planning Board.

Mr. Hayden provided the Members with a description of their present facilities and the need for updating and expansion to make room for current and future employee growth, update the facilities from 1979 and for added security purposes during high alert instances.

Member Candela asked what the square footage of the facility is.

Mr. Hayden responded the existing facility is 17,500 sq. ft. and we are seeking to add an additional 10,800 sq. ft. to the building and an additional 14,000 sq. ft. to the warehouse and truck storage areas.

Mr. Mitchell stated that SMECO felt it would be helpful to brief the Planning and Zoning Commission on this project to help them understand their long term purpose, the importance of the addition of this property to expand and update their facility to maintain continuous coverage and to enhance their services. He thanked the members for their questions and comments.

Chairperson Moulds thanked them for keeping them informed and involved in this project.

Chairperson Moulds entertained a motion to close the regular meeting.

**Member Fearn moved to close the regular meeting; Member Candela seconded, motion passed unanimously.**

**Chairperson Moulds opened the Public Hearing to hear Case #43-08-Education Outreach Center at 22750 Dorsey Street.**

**Case # 43-08 Educational Outreach Center:**

**Applicant:** First Saints Community Church (previously St. Paul's United Methodist Church) & Leonard's Freehold/Leonardtown Village  
**Location:** 22750 Dorsey Street  
**Zoning:** R-SF  
**Enclosed:** Location Map and Packet explaining Educational Outreach Center

Ms. Adler reported that the enclosed packet, provided by the applicant, does a good job of explaining what the church would like to do at this single family home, which they have already leased. The property was posted and letters were sent to a wide area of the surrounding neighbors. A legal notice was advertised in the Enterprise on May 30, 2008.

**Action Needed Today:** The Planning and Zoning Commission will vote on the interpretation of the zoning code, whether to allow this use in an R-SF zoning jurisdiction. Ms. Terry Bonnviera explained that a site close to Leonard's Freehold became available and they are pursuing this to provide opportunities for tutoring and homework help within walking distance to their homes. We feel if we have a presence there close to the neighborhood, we are more likely to have success. Homework tutoring takes place at the church and we have an activities/reading room at Leonard's Freehold, which is about the size of a closet, and it does not have any heating or air conditioning.

Member Candela expressed concern that there was previous opposition due to concern about the increase of children walking to and from and the potential of traffic injuries. He fully supports this project but wants to make sure that was resolved and that all of the property owners in the neighborhood are aware of today's hearing.

Ms. Miller stated they had previously come forward with a rezoning request on a property several streets over but they are here today with a new property and they have spelled out exactly what they plan to do, the hours, the types and schedule of activities so that everyone is informed of their plans. A letter was sent to all of the surrounding neighbors too.

Chairperson Moulds commented that she does not see any neighbors in the audience and we have not received anything in writing.

**Chairperson Moulds stated that if there were no further questions or comments she would entertain a motion to close the Public Hearing.**

**Member Fearn moved to close the Public Hearing, seconded by Member Candela, motion passed unanimously.**

**Member Candela moved on Case # 43-08 Educational Outreach Center for First Saints Community Church that it is in compliance with the requirements within the RSF district and that religious institutions and private educational institutions are permitted in that**

**zoning classification so that this would be an acceptable use for this property; Member Fearn's seconded, no further discussion, motion passed unanimously.**  
**Case # 49-08 St. Mary's Hospital New Office Building – Concept Plan:**

**Applicant:** St. Mary's Hospital  
**Engineer:** NG & O Engineering, Inc.  
**Location:** Point Lookout Road  
**Zoning:** Institutional/ Office (I-O)

**Enclosed:** - Concept Plan  
- Description of Project

Please see the enclosed description and drawings for plans for the expansion of the hospital, the first phase of which will be the annex building. The hospital will submit Phasing Plan drawings at final site plan approval. Members of the hospital staff design team will be at the meeting to make a presentation on future proposed expansion plans for the hospital.

**Action Needed Today:** The applicant is requesting concept approval for the office building only. The Planning and Zoning Commission can approve, approve with conditions, deny, or delay decision. The future expansion overview is for informational purposes only.

Ms. Christine Wray, Chief Executive Officer came forward to present the overview and seek concept approval for an annex building and will explain how it ties in overall.

Ms. Wray introduced Mark Boucot, Vice President and Frank Fearn's, Director of Special Projects and Mr. John Norris, Engineer who are with her today to answer any questions.

Ms. Wray explained to the members how the hospital's facilities have developed over the years, their plan for growth for 2016 and beyond and details on the planned expansion and renovations project and their timeline. They asked members to please express any concerns, ideas or suggestions.

The members asked a variety of questions for clarification and expressed their concerns about parking and traffic patterns in and out of the hospital and the impact to the surrounding residential area.

Mr. Norris addressed concerns about the traffic patterns and that they are continuously working with State Highway to try and solve these issues.

Ms. Wray explained that their services are growing, as the county grows and they need to work around many obstacles. She explained the various different scenarios they have explored, why they didn't work and how they arrived at their current proposal.

**Member Candela moved on Case # 49-08 St. Mary's Hospital New Office Building to approve the Concept Plan for the Annex Building as part of their overall expansion plan; seconded by Member Moulds, no further discussion; Member Fearn's abstained, motion carried.**

## **Town Administrator's Report – Laschelle Miller**

### **Port of Leonardtown MOU**

Ms. Miller reported that Council did approve the Memorandum of Understanding for the Port of Leonardtown between the Town and the County and is now moving forward on the building renovations for the winery. It will be a Town project that we will oversee, similar to the Wharf project and they will reimburse us, it operates more like a grant from the County.

At the May meeting, Council approved the Program Open Space consent and release agreement which was an agreement between the State, the County and the Town which affects the two parcels of land at the Port of Leonardtown. One parcel is owned by the Town which had Program Open Space restrictions on it and in order to have the winery there we needed to remove those POS restrictions so they moved them over to the County's piece of land on the same parcel.

### **Capital for a Day**

Ms. Miller also reminded everyone that we have been designated as Capital for a Day on Thursday, July 17, 2008. The Governor, Cabinet members and staff will be here in Leonardtown.

Ms. Miller is working with Mr. Savich to coordinate a schedule which we will present to the Governor's aide to review and finalize. A luncheon is planned to be held down at the Wharf similar to the Wharf opening.

### **Streetscape**

Ms. Miller commented that Phase I of the Streetscape has begun. They will do one side of the street at a time so sidewalks are open to get to any areas. There is a public meeting scheduled for Thursday, June 19 from 6:00 p.m to 8:00 p.m to be held at the Leonardtown Library. State Highway officials will be there, with drawings, to address any questions.

Member Candela inquired about the area they are working on now, will there be a sidewalk?

Ms. Miller responded yes, there will be sidewalk along with a green strip to buffer pedestrians from the traffic.

### **Zoning Text Ordinances**

Ms. Miller reported that Council approved revisions to the Zoning Text Ordinance that the Planning Board presented during the Public Hearing last April.

### **Meeting Time Request**

Ms. Miller remarked that the Mayor has received a few requests to change the meeting time to a later time. If the Members agree we can change the meeting time to 4:00 p.m. to be consistent with the same time as the Town Council meeting.

Member Candela stated that he supports moving the meeting to a later time.

Chairperson Moulds remarked she also supports moving the meeting time to 4:00 p.m.

Member Fearn also agreed to move the meeting to 4:00 p.m.

**Maryland Department of Planning**

Ms. Miller reported that we are working with MDP to begin working on updating the Comprehensive Plan. Ms. Adler attended a work session with the County as a new law went into effect that we have to work in conjunction with the County on the water aspects and new items we need to add to our Comprehensive Plan. We have residents who have volunteered to serve on this committee.

**Monthly In-House Permits - No Questions**

Chairperson Moulds did note that it was interesting to see that a resident was installing a solar hot water heater.

**Town Council Minutes – No Questions**

**Member Fearn moved to adjourn the meeting at 4:10 p.m., seconded by Member Candela, no further discussion, and motion passed unanimously.**

Respectfully Submitted:

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Teri Dimsey, Recorder

Approved:

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Jean Moulds, Chairperson

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Frank Fearn, Vice Chair

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Jack Candela, Member