



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
November 17, 2008 ~ 4:00 p.m.

Attendees: Jean Moulds, Chairperson
Jack Candela, Member
Heather Earhart, Member
Glen Mattingly, Member

Absent: Frank Fearn, Vice Chair

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 4:05 p.m.

The meeting minutes for the October 27, 2008 Planning and Zoning Commission meeting were presented for approval.

Chairperson Moulds stated that the members had just received the minutes and have not been able to review them and will table the minutes for approval at the December meeting.

Town Administrator Report

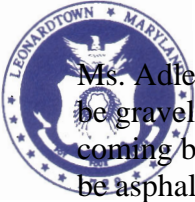
Ms. Miller reported that at the Town Council meeting, the auditor's presented their findings in a report to the Council and we received a favorable report.

Ms. Miller stated that she provided Council with an update on the winery and a draft lease agreement for their review.

NEW BUSINESS

Case # 105-08 College of Southern Maryland – Request for site plan approval for a temporary parking lot.

Zoning I-O Institutional Office
Architect: Grimm and Parker



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Ms. Adler reported that this parking lot is to be located on the South side of the campus. It would be gravel and have approximately 103 spaces. At some point in the future the College would be coming back to the P & Z Board with a request to make this a permanent parking lot that would be asphalted. At that time they would need to follow our zoning code which requires one interior planting bed island or medium at least 8' in width for every 10 parking spaces, plus all other requirements in Section 155-60 which deals with design standards for parking lots. For a temporary lot we would not require planting islands because any trees planted now would probably be damaged during final construction. The College would be responsible for approved sediment and erosion control plans for this temporary lot.

Action Needed Today: The applicant is requesting site plan approval at this time. The Planning and Zoning Commission can approve, approve with conditions, deny, or table the decision.

Ms. Adler stated that Dean F.J. Talley is present to answer any questions the members may have.

Dean Talley stated that their goal is to turn this into a permanent parking lot in the near future. The Wellness Center came in under bid and they have some additional resources they can use to prepare for future parking.

Member Candela inquired if this would become a permanent parking lot after the Wellness Center is built?

Dean Talley replied yes.

Member Mattingly asked about the rear access drive, the back entrance, which terminates, will it become a future road leading to the Governmental Center?

Dean Talley responded that there have been discussions about this road, ideas have been thrown out, but nothing has been determined at this time. We would need to explore that more in depth in the future but I am not opposed at this time to linking the College with the Governmental Center, but it would need to go through the proper channels for approval.

Ms. Miller commented that her understanding was that this would be a temporary parking lot. Are you having engineers look at SWM and the lighting?

Dean Talley replied that they are having it engineered in preparation to turn it from a temporary parking lot into a permanent parking lot.

Member Candela moved on Case # 105-08 to approve the concept plan presented today for a temporary parking lot to become a permanent parking lot to serve the future Wellness Center and campus needs and that all the necessary engineering, permits and SWM be performed at this time in preparation of final paving; Member Mattingly seconded, no further discussion, motion passed unanimously.



OLD BUSINESS

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41660 Courthouse Drive

Case # 136-04 (A) Courthouse Square Project – Revised Final Plat Approval

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J. HARRY NORRIS
Mayor

Applicant: Mr. Dean Beck
Location: Map 133 – Parcel 367
Zoning: C-O – Commercial Office

LASCHELLE E. MILLER
Town Administrator

Ms. Adler reported that the minutes from the April 21, 2008 P & Z meeting are enclosed. At that time the applicant received approval for some minor subdivision changes to his site plan and final plat approval. Mr. Beck is now requesting a revised final plat approval for this project with a minor change. This involves changing the forest retention area to a new location on Lot 3. (See the highlighted area on the plans in your packet.)

Action Needed Today: The applicant is requesting revised final plat approval at this time. The Planning and Zoning Commission can approve, approve with conditions, deny, or table the decision.

Ms. Adler stated that Mr. Beck was unable to attend today's meeting.

Member Mattingly moved on Case #38-06 to approve the minor change request to the Forest Retention Line on Lot 3 and final plat approval. Member Candela seconded, no further discussion, motion passed unanimously.

Case # 38-06 (A) Sterling House Project – Revised Final Plat Approval

Applicant: Mr. Dean Beck
Location: 22750 and 22770 Washington Street
Zoning: C-B- Commercial Business

Ms. Adler reported that the minutes from the April 21, 2008 P & Z meeting are enclosed. At that time the applicant received approval for some minor subdivision changes to his site plan and final plat approval. Mr. Beck is now requesting a revised final plat approval for this project with some minor changes. These involve changing the final lot lines so that each parcel has some parking included in it. This is in response to comments made during the April P & Z meeting. The differences can be seen between the two plans that are included in your packet.

Action Needed Today: The applicant is requesting revised final plat approval at this time. The Planning and Zoning Commission can approve, approve with conditions, deny, or table the decision.

Ms. Miller stated that this was brought up at the same meeting that the Sterling House property plat was approved. During that discussion, they described how the parking would be handled and the prior approval for the plats for the 4 parcels, all the parking was included in parcel #477 which included a shared parking agreement. After the meeting they reviewed it again and decided to take the lot lines for each parcel straight back and include some of the parking in each



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of the lots. They still note on the plat that they have a shared parking agreement with all the lots but each building will have some parking associated with it. It is before you today to re-approve the new lot lines for the plat. P. O. Box 1, Leonardtown, Maryland 20650

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Member Candela asked if this shared agreement designates just a specific number of parking spaces for each building and limits them from using additional parking spaces?

Ms. Miller responded no, it is a joint parking facility agreement to serve all lots, it is written in the plat language.

Member Mattingly moved on Case #38-06 to approve the final plat as presented today with the adjusted lot lines as shown; Member Earhart seconded, no further discussion, motion passed unanimously.

Monthly In-House Permits - No Questions

Town Council Minutes – No Questions

Member Candela moved to adjourn the meeting at 4:30 p.m., seconded by Member Earhart, no further discussion, and motion passed unanimously.

Respectfully Submitted:

Teri Dimsey, Recorder

Approved:

Jean Moulds, Chairperson

Absent
Frank Fearn, Vice Chair

Jack Candela, Member

Heather Earhart, Member

Glen Mattingly, Member