



# Commissioners of Leonardtown

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LASCHELLE E. MCKAY  
Town Administrator

Commissioners of Leonardtown  
**Leonardtown Planning and Zoning Commission Meeting**  
*January 18, 2011 ~ 4:00 p.m.*

Attendees: Frank Fearn, Vice Chair  
Heather Earhart, Member  
Glen Mattingly, Member

Absent: Jack Candela, Member  
Jean Moulds, Chairperson  
Tom Collier, Alternate

Also in attendance were Town staff members: Laschelle McKay, Town Administrator; DeAnn Adler, Plans Reviewer; Jackie Post, Fiscal Clerk; and Teri Dimsey, Recording Secretary. In addition; Bill Higgs, from LSR, Inc. attended the meeting. A complete list is available on file at the Leonardtown Town Office.

Vice-Chair Fearn called the meeting to order at 4:00 p.m.

The meeting minutes for the November 15, 2010 meeting were presented for approval.

**Vice-Chair Fearn moved to approve the November 15, 2010 minutes; seconded by Member Mattingly, no further discussion, motion passed unanimously.**

### **Town Administrator Report – Laschelle McKay**

Ms. McKay reported that during the January 10, 2011 Town Council meeting, a winner was chosen for the \$500 shopping spree promotion that took place during the Christmas holidays here in Leonardtown.

Also there were two requests for letters of support for liquor licenses, one from Dan Guenther's new bistro that will be located in his Marketplace Fine Wines store. The other was Café des Artistes' request to serve liquor outside on the patio/sidewalk area. Both received favorable recommendations.

Resolution 3-10 was adopted. This was to formally approve the rezoning of properties 41685 and 41695 Courthouse Drive from C-M to R-SF.

A formal recommendation was made to dismantle the Church Street water tower. This was a more economical way to upgrade the water system.

At the December meeting we formally adopted the Stormwater Management Ordinance.

We are also working with Tony Redman to update our zoning ordinance. That work is ongoing at this time.

**NEW BUSINESS:**

**Case # 83-10 41685 & 41695 Courthouse Drive, Tax Map 133, Parcel 367, Lots 1 & 2 –**  
Request for subdivision approval for lots 1 and 2 and boundary line adjustment for lot 3 and record plat approval.

**Applicant: Beck & Beck, LLC**

**Engineer: LSR, Inc.**

Ms. Adler introduced the project, stating that back in Nov. 2010 at the Planning and Zoning Commission meeting, and also in December 2010 at the Town Council meeting, public hearings were held, and at the Dec. 2010 meeting a request was granted by the Town Council to change the zoning classification of this property from commercial office to residential single family. At this time Mr. Beck is requesting formal subdivision of these lots from three lots to six lots. He would also like final plat approval. This is basically the same plan he presented back in November. Mr. Beck is out of town, but Mr. Bill Higgs from LSR is here today to answer any further questions you may have regarding this project.

Member Mattingly asked for clarification between formal plat approval and formal site plan approval. Ms. McKay stated that this approval today is strictly for the subdividing of the lots and recording of the plats with the courthouse. Site plan approval will come later, when a house plan is chosen and each lot is site planned according to zoning code, and approvals from the regulatory agencies are obtained. Approval will be granted in-house at that stage. Typically, for plat approval, these plans will only come to you once for a vote.

Ms McKay asked the board to look at Note #16 under the General Notes. This language was added to reflect the comments made at the Town Council meeting as a condition of approval.

Member Mattingly stated that he had a concern with the extension of Calvert Road and how would you turn around when you get to the end of that road extension? Ms. McKay stated that that would be addressed at site plan approval. Member Mattingly stated that the Town's subdivision codes needs to be re-written because they are not clear. Stormwater will also be a problem on this site. Where the access driveway is planned now on lot three is where the stormwater will need to be collected, since it is the lowest spot on the lot.

Mr. Higgs stated that no SWM has been planned yet, but it will be addressed on each individual lot. The new SWM regulations do not allow for a community-wide SWM collection systems anymore.

Member Mattingly then asked about the house placement on lot three, stating that he would like to see it face Courthouse Drive and not the access driveway. Ms. McKay stated that we don't have the authority anymore since it is now passed the rezoning phase.

Member Fearn commented that he was concerned about the shared driveway for lots three and four. If he did approve this plan he would like to have the condition added that the approval is based on fire department sign off approval. He is concerned about the access to lot four for fire trucks.

Member Mattingly asked about extending Calvert Street through to Courthouse Drive. Ms. McKay answered that at both previous meetings the surrounding residents were strongly opposed to continuing that street through.

Mr. Higgs stated that he had no objection to adding a note on the plats stating that on lot three the house will face Courthouse Drive and not the access drive.

**Member Fearn made a motion to approve the request for minor subdivision and record plat approval with two conditions. One, that the note above be added to the plat; and two, that the fire department give approval of the access drive for lots three and four. Member Mattingly seconded. The vote was two votes aye and Member Earhart voting no.**

**Review of Monthly In-House Permits** – No comments

**Review of Approved Town Council Meeting Minutes** – No comments

**Member Fearn entertained a motion to close the meeting at 4:27 p.m. Member Candela seconded, no further discussion, motion passed unanimously.**

Respectfully Submitted:

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DeAnn Adler

**Approved:**

Absent  
Jean Moulds, Chairperson

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Frank Fearn, Vice Chair

Absent  
Jack Candela, Member

Absent  
Thomas Collier, Alternate

\_\_\_\_\_  
Glen Mattingly, Member

Absent  
Heather Earhart, Member