



# Commissioners of Leonardtown

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DANIEL W. BURRIS  
Mayor

LASCHELLE E. MCKAY  
Town Administrator

**Commissioners of Leonardtown**  
**Leonardtown Planning and Zoning Commission Meeting**  
*January 20, 2015 ~ 4:00 p.m.*

Attendees: Heather Earhart, Chairperson  
Laura Schultz, Member  
Christy Hollander, Member

Absent: Jean Moulds, Member  
Jack Candela, Member

Also in attendance were Town Administrator Laschelle McKay and Town staff members Teri Dimsey - Recording Secretary, Maria Fleming - Events Coordinator, Cindy Williams, Planning & Zoning Assistant, Mayor Daniel Burris, and Councilmembers Jay Mattingly and Hayden Hammett.

Mr. Marvin Oursler – Calvert, LLC, Christopher Longmore, Esquire, John Oliff and Keith Ulrich - Collinson, Oliff & Associates, Inc., Richard Braam and John Williams - MedStar St. Mary's Hospital, Charles Owen - W.M. Davis, Inc., Mike Mummaugh - Paragon Properties, Inc. and Nicole Clark - The Enterprise were also present. Several Town residents were also in attendance. A complete list of attendees is on file at the Town office.

Chairperson Earhart called the meeting to order at 4:00 p.m. The minutes of the October 20, 2014 meeting were presented for approval.

**Member Schultz moved to approve the October 20, 2014 minutes as submitted; seconded by Member Hollander; no further discussion; motion passed unanimously.**

**Member Schultz made a motion to close the regular meeting and open the Public Hearing; seconded by Member Hollander; no further discussion; motion passed unanimously.**

**PUBLIC HEARING ON CASE #76-14 - MAP 32 PARCELS 178 AND 314 –  
Request for Rezoning from R-SF to PUD-M**

**Developer:** Calvert, LLC (Marrick Homes, Inc.)  
**Owners:** Sophie M. Gough & Jane Mattingly Gough (Parcel 178)-6.75 ac +/-  
Joann Roswell Gough & Richard Wayne Guy (Parcel 314)-.926 ac +/-  
**Engineer:** Collinson, Oliff & Associates, Inc.  
**Current Zoning:** R-SF

Mrs. McKay introduced the project, stating the following:

The public hearing today is regarding a request for rezoning from Residential-Single Family (R-SF) to Planned Unit Development (PUD-M) for Map 32 Parcels 178 and 314; Case #76-14. The developer is Calvert, LLC. The owners of Parcel 178 are Sophie Gough and Jane Gough, and the owners of Parcel 314 are Richard Guy and Joann Gough. The engineering firm is Cullinson, Oliff & Associates, Inc. The current zoning is Residential-Single Family.

In accordance with the rezoning process, the properties were posted with hearing notices, the hearing notice was sent by certified mail to the adjacent property owners, and an ad was placed in *The County Times* newspaper on December 31, 2014. The Commission has been given a copy of four emails we have received in response to the public hearing and those will become part of the hearing documents.

The Planning and Zoning Commission is holding a public hearing today on the rezoning and will make a recommendation to the Town Council and the Town Council will then hold a public hearing on February 9, 2015 to make the final decision. Both parcels are adjacent to the Clark's Rest subdivision. Calvert, LLC is requesting the rezoning of both parcels to PUD-M so that the properties can be included in their plans for future development of Clark's Rest. The owners of both parcels are in agreement and have signed the rezoning applications. A copy of the site plan was included in each member's packet, and it is on the board here today. We also have extra copies available.

Calvert LLC is proposing 53 townhomes on the back portion of this site if this rezoning is approved; however, the only action that you are hearing today is for the rezoning of the property to include it in the PUD for Clark's Rest. We are not hearing the case to approve the townhomes. That will have its own public hearing and come back before you as a concept plan as a proposed use of the property. The applicant is just showing what they are considering with regard to incorporating this property into the Clark's Rest subdivision.

The existing entrance off of Route 5 would be abandoned and access would be by way of Doctors Crossing Road as shown on the site plan and the environmentally sensitive frontage of the property would be left as green space. According to Article 66-B of the Annotated Code of Maryland, rezoning of property can only be granted where it has been demonstrated that there was either a mistake in the original zoning of the property or if there has been a significant change in the character of the neighborhood to warrant rezoning. The applicant proposes that

there has been a significant change in the neighborhood with the development of the Clark's Rest subdivision and the continuous development along the Route 5 corridor.

Attorney Christopher Longmore introduced himself as one of the attorneys working with the applicant, and noted that Marvin Oursler was also present to speak on behalf of the applicants and would describe generally the nature of the request, and that John Oliff, who is the engineer on the project, was also present. He said that Mr. Oliff had prepared the site plan that is being presented, and which was also submitted with the rezoning applications, and that he was available to answer any questions.

Marvin Oursler spoke next, giving an overview of the current stage of development of Clark's Rest and stated that when the weather permits the State Highway work will begin.

Mr. Oursler then talked about the Gough property, saying that originally when Jane Gough lived in the home there was a problem with access to Route 5 so Marrick put in a gated driveway for her that leads to Doctors Crossing Road. Unfortunately, she never really used the entrance because she moved into a nursing home before it was completed. The Rowes, who live next door, have been sharing the driveway because they have the same problem the Goughs had getting onto Route 5.

He proposed as an overall look for the PUD having single family homes in one area, a lot of neo-traditional home is one area, an area of larger townhomes, and a similar product, but a little smaller, on this property. The larger townhomes are 24 feet wide and have two car garages, but these townhomes would have single car garages and two car garages on the ends to give it a little variety. He feels that this is going to provide a better variety for them and for people moving into the area to work at the hospital and for other young professionals. He stated that they do not have any specifics right now but they request that these parcels be brought into the PUD at this time.

Ms. McKay asked Mr. Oursler to show the Commission how they will access the townhomes. Mr. Oursler said that Lot 5 would be eliminated and that would be the location of the road to the townhomes. Member Hollander asked if the Route 5 entrance would still be there but just not provide access to Route 5. Mr. Oursler said they would control the access to this property and they would not use the Route 5 entryway. All access would come through Clark's Rest. Mr. Longmore remarked that Mr. Oliff, who had prepared the site plan, was prepared to answer questions.

Mr. Longmore addressed the Commission, stating that he wanted to highlight that Administrator McKay mentioned that the Town has the ability to rezone the property for one of two reasons: one is if there is a substantial change in the character of the neighborhood where the property is located, and the other is if there was a mistake in the existing zoning classification. He said they believe that, as you can see from this site plan, a lot is happening adjacent to this property already that has dramatically changed the nature of the neighborhood where the property is located. Development is underway and within the past year Doctors Crossing Road has been opened up so there is a lot happening along that road, as well as improvements relating to this

project and the development along Route 5. There are ongoing plans to enhance that corridor, which has been a priority for the Town for some time.

All of the surrounding properties, as you can see, are zoned PUD under the Town's ordinance and the other one immediately adjacent to the right on the map is zoned Commercial-Office. That use was changed during the last round of zoning map amendments by the Town. We think this map illustrates how this is kind of an isolated area that retained the R-SF zoning and the nature of the zoning around it has consistently been changing over the past year or so and now would be the perfect time to change the zoning of these parcels. We think the rezoning of the neighboring property to Commercial Office is something that the Commission could take into consideration, again to demonstrate that there has been a change immediately adjacent to these properties and what could be done on that property.

It is important for the record to show that a new road has opened immediately adjacent to the property we are talking about, and it is also in the long-term plans for the PUD, as I believe the Commission is well aware, to connect to the Leonard's Grant subdivision on the other side going out of Leonardtown. Another change that has been occurring that we think would warrant the rezoning is the addition of the Walter Francis Duke Elementary School, which will open next year and eventually connect through to this property so it will be a significant change to the neighborhood that may warrant some changes, even if it is a little further away.

For these reasons we believe there is enough evidence in the record either to demonstrate that there has been a substantial change within this area that would warrant a rezoning from Residential-Single Family, which would only allow single family residences for the most part, to tie it into the PUD. We believe alternatively that there is also proof to support that there was a mistake in the zoning given that it is an isolated Residential-Single Family property, as the properties surrounding it have been consistently rezoned and the uses are not as compatible as the uses my client is proposing with a PUD zoning district.

Ms. McKay reiterated that we did receive four emails but that some of the people may be here so she would allow them to speak first and then she would read the emails. She then asked that anyone who would like to speak please raise their hand and state their name and address for the record.

Jay Clarke of 41371 Doctors Crossing Road addressed the Commission. He said that he had just purchased his home, and actually settled on December 30, and found out about this project probably in the last two weeks. He was not aware of this before he bought his \$500,000.00 home and felt this project could depreciate his home's value. He asked that the Commission reconsider for right now and at least let this work out a little more and become a little more public knowledge so other people can have the opportunity to comment as well. As far as the new elementary school, he does not think Clark's Rest falls into that school district and that Clark's Rest children will still be at Leonardtown Elementary School. He said the redistricting has not been voted on or approved, so Mr. Longmore's comment about the children attending the new elementary school was not a true statement. He again asked that the Commission reconsider approving this today; either delaying it or not approving it because he owns Lot 1 and the plan shows a big parking lot right behind his property.

Mayor Burris then asked Mrs. McKay to outline the whole process for this application, and she explained by saying that today the Planning Commission is holding a public hearing specific to the rezoning. It is not addressing the townhome approval at this time. This would just incorporate the property into the PUD. The Planning Commission will then make a recommendation to the Town Council. The Town Council will hold another public hearing on February 9<sup>th</sup> on the same issue – rezoning – and they have the authority to make the final decision.

Once that process is complete, then there is a process for what type of use is going to be on the property within the PUD and that proposal would come forward, whether it is going to be townhomes or whatever they want to have as a use for the property, and it will go through a similar process. The proposal would come to the Planning Commission and there would be a public hearing on the concept plan, and then the final decision goes back to the Town Council for whatever the use is within a PUD. There would be two more public hearings before they would get final approval of the concept plan for the actual use.

Public hearing notices are sent by certified mail to adjacent property owners, we advertise the hearing in the newspaper, and we post the property with the orange hearing notice signs. We would follow the same procedure for the February 9<sup>th</sup> Town Council public hearing.

Mrs. Hamlet addressed the Commission, stating as follows: My name is Christie Hamlet. I live at 23243 Clarks Rest Road. We purchased Lot 34 and were actually the second people to move into the Clark's Rest neighborhood. I am opposing the rezoning because I think this is completely different from what was promised to us when we were considering moving into Clark's Rest. We were very apprehensive about the townhomes in general when we were moving into this neighborhood, and were assured by the salesperson of the neighborhood that these would be very upscale townhomes with a minimum of two-car garages. So again, my biggest concern at this time is the privacy. There are already going to be over 300 planned units in this neighborhood and now another 50 or so that will be behind community members' homes. Again, when these residents selected their lots, there was in no way a question that anything like this would ever happen in their back yards. All of these cars will be driving in and out and past their homes. There are three families here today out of the eight that are actually living in their homes now. There are two families that are at work, and I believe there are people who have written in to oppose this. Again, this was not in conjunction with the original plan.

Next to speak was Dr. Charles Kim: My house is at 41419 Doctors Crossing Road. I was the first one living here in early December. We did not know about this plan. I chose that lot for two reasons – one, I walk to the hospital so I am close to the hospital; and two, our back yard is all undisturbed area and I was not going to bother that area, and now we find out townhomes are coming and I am worried. So I have two reasons for moving there and I am losing one reason. Thank you.

Mr. Oursler responded to the public comments by saying this came about within the last 30 days. They chose to purchase the property because there were two other offers, and they wanted to control what was built on the property. Mrs. McKay confirmed that there were several offers on

the property and she had spoken with others about what they were proposing and about the increased traffic onto Route 5, and also with Mr. Oursler and other Marrick Properties representatives about incorporating the property into the PUD and closing off the Route 5 entrance.

Mr. Longmore then stated that one of the other benefits of this property falling within this Planned Unit Development is that it will be part of the community subject to the community amenities and also subject to the community rules so it will make it a lot more consistent than if this were left alone, so that is the intent. If the rezoning is approved and the approvals are obtained - and we know it is a long process that my client will have to go through to get there - it would be very consistent with the nature of neighborhood and there would not be the risk of something else that is very different from the rest of the development.

Mr. Oursler said that whenever they go in to develop a community and get input from other people, they work with them just as they had worked with Jane Gough to get her the access that she needed and also the access for Mr. Rowe. Part of the purpose of this hearing is to find out how and if some of concerns can be addressed. He said that Marrick has been doing this for a long time and they get invited back to communities by working with the people in those communities.

Mrs. McKay read the four emails that were received:

*Christie Hamlet of 23243 Clarks Rest Road: "As a lifetime resident of St Mary's County I realize we need growth in St. Mary's County. I understand Marrick Homes is trying to purchase the property in front of Clark's Rest (Case #76-14) and change the zoning from single family homes to townhomes. I do not feel that is in the best interest of Historic Leonardtown. I would be opposed to any rezoning for townhomes."*

*Joseph Brian Hamlet of 23243 Clarks Rest Road: "I have recently been made aware of the public hearing regarding the rezoning request; Case number 76-14 – Map 32 Parcels 178 and 314. As one of the residents of the Clark's Rest community I would like to express my concerns with the future development of this property. It is my understanding that the preliminary development plans for this property include the construction of townhouses. It is my opinion that the construction of townhouses on that property would degrade the appeal of the neighborhood. Therefore, I am opposed to the rezoning of this property until a plan can be brought forth that does not include the development of townhouses or multi-family dwellings and encourage the Planning and Zoning Commission to postpone the hearing until such a plan can be presented. As a resident of Clark's Rest I feel that it would be a disservice to those members of the community that are currently residing in this neighborhood, those that soon will be, and those that will be considering it in the future not to express my thoughts. Thank you for your time and consideration."*

*Tara Parsons of 23285 Clarks Rest Road: "I am writing this email to formally oppose rezoning and the building of additional townhomes near the front entrance of Clark's Rest. We are homeowners who moved into Clark's Rest this past August. We chose to purchase a home here based on the subdivision map Marrick presented to us, which included townhomes at the far end*

*of Clark's Rest but none near Route 5. To suddenly decide to place townhomes housing multiple people near the entrance to our subdivision would only add more traffic to the already overcrowded area. This would also be unfair to the homeowners who decided to build at the end of the subdivision without the knowledge that there could be townhomes suddenly in their backyards. In addition, in their recent deliberations, the School Redistricting Committee most likely did not take into account the additional number of children this would add to our subdivision when they assigned us to an elementary school."*

Kristin Penrod of 18275 Harbor View Lane, Valley Lee, MD: *"I strongly oppose the motion to refine and construct new townhomes in Leonardtown. The farm where these townhomes would be constructed is one of many homes in Leonardtown that keeps bringing history to life in a very historical community. Tearing it down would only serve to distort the district."*

Mrs. McKay reiterated that these comments all address the townhome issue, but the process for bringing forward the concept plan for the use of this property cannot really happen until we know what the underlying zoning is going to be.

Chairperson Earhart asked Mrs. McKay to confirm that the Commission was only going to vote on sending this to the Town Council as a recommendation to change from Residential-Single Family to PUD, which she did and said that then the Council will hold another public hearing on February 9<sup>th</sup> – same exact format – and they will consider the Planning Commission's recommendation and any other public comments that are received in the meantime. Once that is complete then the process will start for developing a concept plan for the actual use of the property and there will be a public hearing during that process as well. There is a more stringent process for a PUD.

Chairperson Earhart asked what she meant by it being a more stringent process. Mrs. McKay said that for just a regular Commercial Business or other type of zoning we don't actually hold a public hearing; basically the decision is made by the Planning Commission. With a PUD, because it is usually a larger, more in depth project, there is a public hearing that is held for any use within the PUD and the Planning Commission still makes a recommendation to the Town Council, who then makes the final decision on PUD. The rezoning is governed by the Annotated Code of Maryland and the applicant has to show either a change in the neighborhood or a mistake in the original zoning, so the zoning classification is a separate issue from what gets approved as the use for the property.

Member Schultz asked if there was any interest in the property when it was marketed as Residential-Single Family. Mr. Oursler said he did not know, but that he would assume that anyone who bought the property would do something similar - whether it be apartments, condos or townhouses. He did not think it would be strictly residential but did not know that for sure.

Mrs. McKay said she did talk to a couple of people who had an interest and their interest was for some type of multi-family project because it was not economical for them as Residential-Single Family. She said she did not know if there were others who were interested that she had not spoken with because if someone purchased the property for use as a single family residence, the rezoning process would not be necessary.

Mayor Burris said he had a friend who was interested in buying the property and restoring the existing home but an inspection revealed that it was in too poor of a condition to be restored.

Chairperson Earhart asked Mr. Oursler if they would have any interest in building single family homes there instead of townhomes, and he said he was not saying no, but he did not think so based on the price of the property. Member Schultz questioned whether Mr. Oursler was willing to talk with the existing residents of Clark's Rest to reach some type of agreement and he said that would be one of their next steps. Mrs. McKay said that whether the rezoning is approved or not, her understanding was that Mr. Oursler would talk with the residents.

Member Hollander stated that her other concern is traffic because she lives across the street and getting out is a nightmare. Mrs. McKay said that is an ongoing issue. One of the thoughts is that at least this could funnel additional traffic out to the light. She said she has a meeting in a couple of weeks with the State Highway Administration regarding the breakout project for the Route 5 widening. The larger project for the widening has not been funded at this point, but State Highway is looking at a breakout project that would run from Clarks Rest Road to the Hospital and installing a left turn lane. From the Town's perspective, we really are pushing to get that light in so that will give people in Singletree, Clark's Rest and Leonard's Grant two accesses and they would also have a light at Clarks Rest Road. Also, if a light goes in there, it will give more time for people coming out of Abell Street or Moakley Street by giving them a break in the traffic. That project is kind of separate but we are still working on that. Mayor Burris commented that adding this number of units would require an updated traffic study also.

Dr. Kim said once Calvert LLC gets approval from the Council they will contact us, but he would suggest that it go the other way. Mrs. McKay responded that they cannot do that with the process because they have to figure out what the zoning is going to be so we have to address this request for a rezoning and then once the property is part of the PUD Mr. Oursler can have meetings to address your issues and then we will have a public hearing again about the actual use on the property.

Dr. Kim said he had the impression that Mr. Oursler was going to improve public relations with the residents but he has been there for two months and hasn't received any help. He said his suggestion is that Mr. Oursler should talk to them first for some opinions and improve his service to the residents and then they can understand his heart. Right now they have been there for two months and have not gotten any help so they need to understand their intentions.

Mrs. McKay told Dr. Kim that Mr. Oursler can get in touch with him regarding his concerns but that there is a certain process that this has to go through and this is a separate issue from what the use is going to be. There will be a public process for determining the proposed use as well. There will be two more public hearings before a final decision is made on the concept plan.

Member Hollander asked if the Commission can require Marrick to have a meeting with the HOA before the concept phase if the Commission decides to move forward with the rezoning. Mrs. McKay said the Commission can request that but it really is not related to the rezoning. It is going to come back to you for the concept plan so you can certainly ask that they hold a meeting before you hear the concept proposal. Mr. Oursler agreed to a meeting.

**Chairperson Earhart entertained a motion to send a recommendation to Town Council that the zoning be changed from R-SF to PUD-M for Map 32 Parcels 178 and 314. Member Hollander made the motion; seconded by Member Schultz; no further discussion; motion passed unanimously.**



**Member Schultz made a motion to close the public hearing and reopen the regular meeting; motion was seconded by Member Hollander; no further discussion; motion passed unanimously.**

**Town Administrator's Report:**

Mrs. McKay reported on items the Town Council has addressed in its November, December and January Town Council meetings and introduced Cindy Williams, who is taking over the Planning Department.

**New Business:**

**Case #1-15 – 22680 Washington Street - Request for site plan approval.**  
**Applicant: Seymour Properties, LLC**  
**Owner/Builder: Mike Mummaugh (Paragon Properties, Inc.), Susan and Joe Dyer, and Micheline Lopez**  
**Zoning: C-B**  
**Property size: 2,850 sq ft.**

Mrs. McKay provided an overview of the project. Seymour Properties, LLC has purchased the pet store property located at 22680 Washington Street. They are proposing adding a third story onto the building. There are currently eight efficiency apartments on the second floor. The owner plans to completely renovate the first floor for retail/restaurant use and build five two-story loft apartments on the second and third floor. After completion, the building would consist of three stories - each with 2,650 sq. feet -for a total of 7,950 sq. ft. plus a 900 sq. ft. basement. Because there is no change in use and the owner is proposing reducing the number of apartments there would not be any additional parking requirements.

A completely new façade on the front and Park Avenue side of the building is proposed. The rear would get a new façade of siding. There would be no changes to the existing sewer connections. A larger water line would need to be installed to accommodate sprinklers that are required. The builder is working with Town staff to accommodate the new water line. The Town has worked vigorously on the redevelopment of existing downtown properties over the last two decades. This type of renovation project and going up a story is really what we have been promoting.

Mrs. McKay then introduced Mike Mummaugh. He said the building was built in the mid 1960's. The men who own the pet store are getting ready to retire so it is an opportunity for the Town, Mr. Mummaugh and his investors to do something with this building. They propose that you will come up to the living areas on the second floor and above each living area would be the bedrooms. The façade will be all precast new brick across the front with the same façade on the Park Avenue side until it becomes block, so the whole square will look the same. The 45 degree angle is a good opportunity to incorporate a round turret in the corner to give the building some architectural flair. The block exterior will stay. He said that at the minimum the block will probably be painted a color that is in the precast brick. Mr. Mummaugh noted that he has restored other buildings on the square, and that he not only restores them, but owns them as well so he has a vested interest in their appearance. This building will be the same height as the

Drury Building and the hotel. His plan is to have 10 foot ceilings on the second floor and 9 foot ceilings on the first floor of the apartments. A restaurant will most likely occupy the first floor.

Mrs. Mckay stated that the project will be subject to Fire Marshall review, which is the normal procedure. There are no other reviews required at this time other than Fire Marshal and water and sewer.

**Chairperson Earhart entertained a motion to approve the site plan for Case #1-15 – 22680 Washington Street – as submitted. Member Hollander made the motion; seconded by Member Schultz; no further discussion; motion passed unanimously.**

**Case #2-15 - Map 127 Parcel 527 – Doctors Crossing Road- Request for recommendation for concept plan approval.**

**Applicant: Medstar St. Mary’s Hospital  
Owner: St. Mary’s Hospital of St. Mary’s County, Inc.  
Engineer: Mehaffey & Associates, P.C.  
Zoning: PUD  
Lot Size: 1 acre +/-**

Medstar St. Mary’s Hospital is requesting concept plan approval to build a quad house consisting of two 2-bedroom and two 1-bedroom units to serve as temporary housing for visiting doctors. The architectural would be brought forward at final site plan. The proposal is to make the quad house look like a single family home. The Hospital recently purchased the one acre parcel on Doctors Crossing Road across from the Sunshine Daycare Center. The site plan shows an entrance off of Doctor’s Crossing Road. There are two parking spaces shown for each unit per the Town Code.

Because this property is in the PUD, the Planning Commission would make a recommendation to the Town Council who would then hold a public hearing at its February 9, 2015 meeting before making a final decision.

Mr. Mehaffey gave an overview of the property and the proposed project.

Richard Braam, Vice President of Finance, MedStar St. Mary’s Hospital, stated that the goal is to blend the quad house into the architecture of the neighborhood and make it look more like a single family home than apartments or townhomes. They are continuing to work with the architect on the final elevation and floor plan. The Hospital is establishing an internal medicine residency program for community-based doctors so there will be physicians from MedStar Washington Hospital Center coming down to spend a year doing a residency rotation and working in community medical practices. The economy is severely underserved in primary care and data shows that a lot of physicians ultimately decide to live in the area where they do their final training. Our hope is that by getting these residents to come and spend some time in St. Mary’s County they will want to move here permanently. It is a year-long rotation so instead of trying to arrange temporary housing we thought that we would house the residents. We have

other residency programs that could potentially use the quad house if it is not completely occupied by internal medicine residents. We have had residents coming from Georgetown already and also visiting physicians who come and work for a period of time at the Hospital, particularly in pediatrics. This would allow them to come down the night before they are scheduled to work to ease their travel burden.

Member Schultz asked what type of building is across the street from this site. Mrs. McKay responded that Sunshine Daycare Center is directly across the street, Dr. Cox's building is across Moakley Street, the corner parcel is a small park area and stormwater management area that the Town maintains so that would always stay as it is, and Bea Court runs behind this property. Member Schultz commented that traffic in and out of the quad house would not disturb anyone.

Member Hollander commented that buffering was her only concern and asked if the 30 ft. buffer shown on the site plan would be the only buffer. Mrs. McKay responded that in a PUD, there is no specific buffer requirement, but the final concept plan will include more specific details and there will be an opportunity for further review at the next hearing.

**Chairperson Earhart entertained a motion to send a recommendation to Town Council to approve the concept plan for Case #2-15 – Map 127 Parcel 527 - MedStar St Mary's Hospital Quad House. Member Schultz made the motion; seconded by Member Hollander; no further discussion; motion passed unanimously.**

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

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

**Chairperson Earhart entertained a motion to close the meeting. Member Hollander made the motion; seconded by Member Schultz; no further discussion; motion passed unanimously. The meeting ended at 5:00 pm.**

Respectfully Submitted:

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Cindy Williams

**Approved:**

Absent  
Jean Moulds

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Heather Earhart, Chairperson

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Christy Hollander, Member

Absent  
Jack Candela, Member

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Laura Schultz, Member