



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
August 17, 2015 ~ 4:00 p.m.

Attendees: Jean Moulds, Chairperson
Laura Schultz, Member
Christy Hollander, Member
Heather Earhart, Member
Joe Kurley, Alternate Member

Also in attendance were Mayor Dan Burris, Laschelle McKay, Town Administrator, and Town staff members Teri Dimsey, Recording Secretary, and Cindy Williams, Planning & Zoning Assistant.

Wayne Davis of W.M. Davis, Inc., Mock Mattingly and Rocky Woodburn, members of the Leonardtown Rescue Squad, John Oliff of Cullinson, Oliff & Associates, Inc., and Dick Myers from The Bay Net were also present. A complete list of attendees is on file in the Town Office.

Ms. McKay introduced Joe Kurley, who has been appointed as an alternate member of the Planning & Zoning Commission.

Chairperson Moulds called the meeting to order at 4:00 p.m. The minutes of the July 20, 2015 meeting were presented for approval.

Member Schultz moved to approve the July 20, 2015 minutes as submitted; seconded by Member Hollander. There being no further discussion, the motion passed unanimously.

Town Administrator's Report:

Ms. McKay reported on several items the Town Council addressed in its August 10, 2015 meeting.

Old Business:

**Case #78-14 – Leonardtown Volunteer Rescue Squad, 22855 Lawrence Avenue – addition
Request for final site plan approval**

Owner: The Leonardtown Volunteer Rescue Squad, Inc.
Contractor: W.M. Davis, Inc.
Engineer: Glenn G. Gass, P.E.
Architect: J.F. Jochum Architects, LLC
Project Size: 4,640 sq. ft. addition
Current Zoning: I-O

Ms. McKay provided an overview of the project, stating the following: The concept plan for the building addition was approved by the Planning & Zoning Commission at the July 20, 2015 meeting. Review of stormwater management, water and sewer plans has been conducted internally. The Fire Marshal's office has approved issuance of the building permit. The final site plan and architectural drawings are being presented today.

Ms. McKay introduced Mr. Davis, the contractor, who described the exterior changes to the existing building, as well as plans for the exterior of the addition. Ms. McKay noted that this addition is not adding a new use; it is to provide accommodations for the volunteers and will not include rental space.

Mr. Mattingly commented that this is a long overdue project and they are very pleased to have this and thanked everyone for their assistance with this process.

Chairperson Moulds entertained a motion to approve Case #78-14 Leonardtown Volunteer Rescue Squad addition - final site plan as submitted. Member Earhart made the motion, which was seconded by Member Schultz. There being no further discussion, the motion passed unanimously.

Case #14-05 Clark's Rest, Phase Two – Final subdivision plat approval

Owner: Calvert, LLC
Contractor: Marrick Homes, Inc.
Engineer: Collinson, Oliff & Associates, Inc.
Location: Tax Map 127, Parcel 514
Zoning: PUD-M

Ms. McKay provided an overview of this phase of the project: Clark's Rest Subdivision received final site plan approval in 2012 to build 205 single family detached homes and 130 townhomes, for a total of 335 units on 177.3 acres. The final subdivision plat for Phase One was approved in March 2012. Building permits for 44 of the 89 homes in Phase One have been issued to date. Phase Two consists of 14.170 +/- acres and will include 57 single family homes. There will not be any

townhomes in this section. Sewer allocations for this phase have been committed, allowing development to move forward.

There are no significant changes from the original site plan. There are two lots that were pulled into Phase Two that were not shown on the original phasing plan, which are Lots 251 and 252. These lots are being included because they are the only remaining lots fronting on Clark's Rest Road that were not included in Phase One. This is just a change from what was shown on the phasing plan, not a change to the final site plan. Ms. McKay stated that John Oliff of Collinson, Oliff & Associates was present to answer any questions.

Ms. Schultz asked when the front entrance will be completed. Ms. McKay said that pipes need to be installed under the road so it will probably be close to the end of the year, especially with the rain we have had in recent months. The State Highway Administration did not allow that work to start until the spring of this year. Once Marrick makes all of the required improvements they will be able to open that entrance.

Ms. McKay said that Marrick not only gave enough land all the way across the front of their property for the widening, but they are also actually constructing a portion of it – not the entire length, but a significant portion. This was the final determination after years of working with State Highway. The Route 5 widening breakout project that the State is doing will connect to the improvements that Marrick is building and then go from there all the way to the Hospital. Marrick is building their portion according to the approved plans so that portion will already be complete when State Highway begins its work on the project.

We are lobbying for a light at that intersection as part of the breakout project so we have met with the delegation and have sent letters to the Governor's office and several people at the State Highway Administration. The problem is that State Highway is very specific about placement of a light. It has to meet the warrant analysis. Once the entrance is opened it will not be connected to Leonard's Grant immediately so that traffic cannot be counted right away. They will be able to count the Singletree traffic because they will use that light as well. Mr. Oliff said the connection to Leonard's Grant will be opened at the time Phase 4 is developed.

Clark's Rest obtained approval for the entire site plan at one time. Leonard's Grant obtained site plan approval one phase at a time. You do have to show the whole concept plan for a PUD from the beginning because it is all interconnected and the zoning is very flexible, but the final site plan can be approved either in phases or in its entirety.

Ms. Moulds asked how much of Phase One has been built, and Ms. McKay responded that permits have been issued for 44 of the 89 homes, which includes some townhomes.

Chairperson Moulds entertained a motion to approve Case #14-05 - final subdivision plat for Phase Two of Clark's Rest. Member Earhart made the motion, which was seconded by Member Hollander. There being no further discussion, the motion passed unanimously.

Review of Monthly In-House Permits – no comments

Review of Approved Town Council Meeting Minutes – no comments

Chairperson Moulds entertained a motion to close the meeting. Member Schultz made the motion; seconded by Member Hollander. There being no further discussion, the motion passed unanimously. The meeting ended at approximately 4:22 p.m.

Respectfully submitted:

Cindy Williams

Approved:

Jean Moulds, Chairperson

Heather Earhart, Member

Laura Schultz, Member

Joe Kurley, Alternate Member

Christy Hollander, Member

Absent
Jack Candela, Member