



# 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 March 20, 2023 ~ 4:00 p.m.

Attendees: Laura Schultz, Vice-Chair  
Doug Isleib, Member  
Andrew Ponti, Member  
Sean Lawson, Member

Also, in attendance were Town staff members Laschelle McKay, Town Administrator, Mike Bailey, Town Planner; and Teri Dimsey, Executive Secretary, Dan Burris, Mayor of Leonardtown, Doug Ostazeski, ADTEK Engineering consultant and Trace Hall, Chief Financial Officer, St. Mary's Nursing & Rehabilitation Center. Sign-in sheets for this meeting are on file at the Town Office.

Vice Chairperson Schultz called the meeting to order at 4:00 p.m. *Member Lawson made a motion to approve the minutes of January 17, 2023 and Doug Isleib seconded. The motion passed by a 3-0 vote.*

### Town Administrator's Report:

Mrs. McKay gave an overview of recent meetings that have been held by the Town Council which included the Debt Affordability Report for the Wastewater Treatment Plant Expansion and a Public Hearing was held for Ordinance No. 214, Infrastructure Bonds for the Wastewater Treatment Plant Expansion. Town Council approved a Liquor License Letter of support for Flour Donuts and Bakery for the license to sell beer and wine at the new business. Town Council conducted a public hearing for Emergency Ordinance No. 215 to make minor corrections to Chapter 60 The Town Critical Area Code. Town Council approved Resolution 1-23 Main Street Maryland Program to submit an application to become a full member, currently the Town is registered as an affiliate member. Town Council did a minor modification to the Wood Subdivision now known as Dogwood subdivision changing the subdivision from 6 single family to 4 single family with 1 duplex. Town Council accepted Meadows at Town Run - Phase 1 utilities into the Town system. Town Council had a public hearing in support of reapplication for the Arts and Entertainment District which was approved. The Town Council also extended the Town trash contract for a two-year extension. Town Council passed Resolution 3-23 to adopt the St. Mary's County Hazard Mitigation Plan update. This is required for the County and the Town to pass in order to receive FEMA funding.

### New Business:

**Case No. 43-21 – St. Mary's Assisted Living & Memory Care Facility – Final Site Plan and Architectural Approval -- Request Final Site Plan and Architectural Approval, 42156 Saint Andrews Church Road.**

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**COUNCIL:** NICK COLVIN    HEATHER M. EARHART  
CHRISTY HOLLANDER    J. MAGUIRE MATTINGLY IV    MARY MADAY SLADE

Owner: St. Mary's Assisted Living Facility, LLC.  
Client: St. Mary's Assisted Living & Memory Care Facility  
Property: Property located at the northwest corner of St. Andrews Church Road and Maryland Route 5 (Point Lookout Road).  
SDAT: Tax Map 041, Grid 0001, Parcel: 002  
Land Area: 20.51 Acres+/-  
Zoning: Institutional/Office District (I-O)

The subject property is located at the northwest corner of St. Andrews Church Road and Maryland Route 5 (Point Lookout Road). The property consists of 20.51 acres. The existing property is currently vacant. The current condition of the property is field grass and woods.

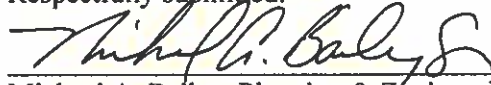
The applicant has requested Final Site Plan review and approval for the construction of a 31,995 sq. foot assisted living and memory care facility. The property is partially located in the Critical Area's Resource Conservation Area (RCA) which required both Growth Allocation and Critical Area Commission review and approval. The project has been approved by Department of Public Works and Transportation, the State Fire Marshal, the State Highway Administration, St. Mary's Soil Conservation District, Leonardtown Volunteer Fire Department and the State of Maryland Critical Area Commission for growth allocation. To date, approvals have been received by all required agencies. The Leonardtown Planning Department completed the final review of the Forest Conservation Easement Plat and approved the plan.

**Member Ponti made a motion to approve the request for Case No. 43-21, Final site plan and architectural plan approval for the construction of a 31,995 sq. foot assisted living and memory care facility and Member Isleib seconded. The motion passed by a 4-0 vote.**

**Review of Monthly In-House Permits** – No questions.

***Vice Chairperson Schultz entertained a motion to adjourn the meeting. Member Isleib made the motion; seconded by Member Lawson. There being no further discussion, the motion passed by a 3-0 vote. The meeting was adjourned at approximately 4:21 p.m.***

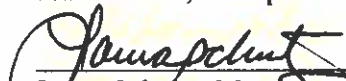
Respectfully submitted:

  
Michael A. Bailey, Planning & Zoning


Approved:

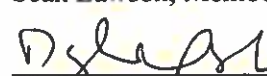
Excused

Jean Moulds, Chairperson

  
Laura Schultz, Member

Andrew Ponti, Member

  
Sean Lawson, Member

  
Doug Isleib, Member