

CALVERT COUNTY PLANNING COMMISSION

150 Main Street
Prince Frederick, MD 20678
Phone: 410-535-2348 – 301-855-1243
Fax: 410-414-3092

Maurice Lusby
Chairman

PROPOSED PLANNING COMMISSION AGENDA *SPECIAL MEETING*

April 14, 2010 7:00 p.m.


Courthouse Square Conference Room
205 Main Street, Prince Frederick, MD 20678

1. Meeting called to order.
2. Recognition of persons attending meeting.
3. Action on proposed agenda.
4. Executive Session regarding Legal Matters
5. St. Leonard Town Center Master Plan Update – Comments on the Reorganized and Updated Draft #1, May 18, 2009 (*Continuation from March 24, 2010*)
 - a) Proposed St. Leonard Town Center Zoning Map Amendments resulting from the Former Planning Commission Administrator's recommendation for establishment of a Form-based Code in Village District Sub-area B
 - b) Discuss Proposed Road Plan
 - c) Discuss Preparation of Second Draft Master Plan for Distribution to Public and State Agencies
 - d) Draft calendar for St. Leonard Town Center Master Plan & Zoning Ordinance Update Process
6. County Population and Household Estimates and Projections
7. Adjourn

Attachments: Staff memorandums of April 5, 2010 and April 7, 2010; Former Planning Commission Administrator Comments dated March 25, 2010; and Letter from Claude Weems, received March 24, 2010.



DEPARTMENT OF PLANNING & ZONING
INTEROFFICE MEMORANDUM

TO: Planning Commission
VIA: Bill Pittman, Acting Planning Commission Administrator 
FROM: Miriam Ghol, Zoning Planner *mad*
DATE: April 5, 2010
SUBJECT: Proposed Changes to the St. Leonard Town Center Zoning Map

Background:

As you are aware, the former Planning Commission Administrator recommended that a form-based code be developed in Subarea B of the Village District. (See Action I-4, pg. 19.) If the Planning Commission agrees to incorporate this recommendation into the Master Plan, we will be recommending some changes to the zoning map, and I would like to discuss those changes with you at your April 14th meeting.

Discussion:

In drafting the St. Leonard Zoning Ordinance, staff reviewed the current zoning map and felt that, in order to "create a small, pedestrian-oriented downtown feel" as recommended by the former PCA, the form-based code should not apply to the entire Subarea B. Therefore, we are proposing the designation of a third Subarea (Subarea C) within the Village District, as shown on the attached maps. Only properties within Subarea C would be subject to the form-based code. We would like to propose a few options for the boundaries of the new Subarea for consideration by the residents of St. Leonard, as reflected in the attached maps.

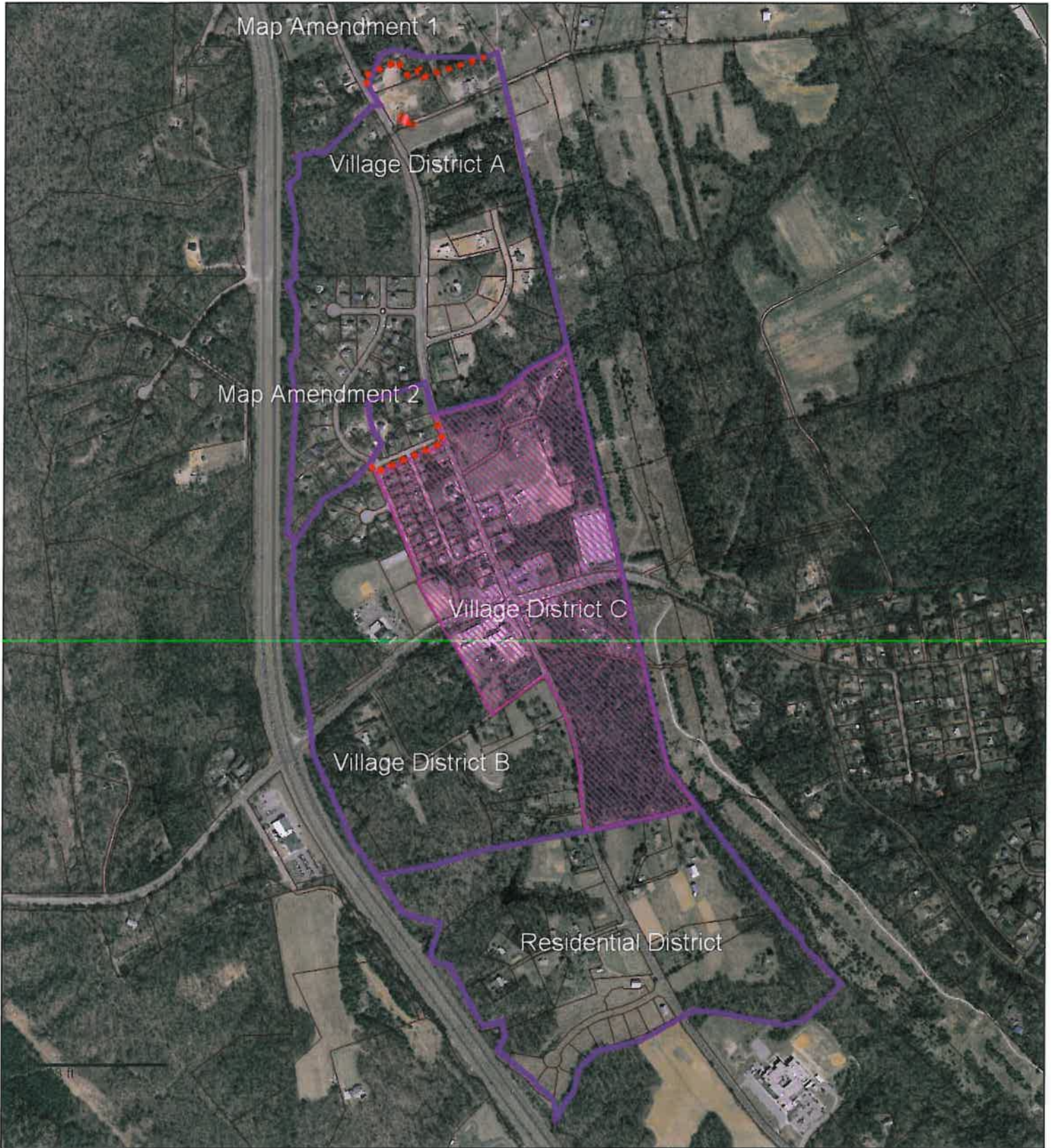
Also shown on the attached maps are two proposed changes that we discussed at your March 24th meeting. Amendment 1 is to the northeastern boundary of the Town Center. The current zoning line was based on the tree line as it existed when the Town Center was established. The proposed line follows the lot lines of the Wood Subdivision. Amendment 2 proposes an adjustment to the boundary between Subarea A and B, based on current land uses and densities in that area.

Conclusion/Recommendation:

If the Planning Commission concurs with our recommendation for the creation of a third Subarea, we would request that Action I-4 (pg. 19) be further amended to include a recommendation that the Zoning Map and Ordinance be updated accordingly. I will be in attendance at your April 14th meeting to discuss our recommended changes to the zoning map.

Attachment: Draft St. Leonard TC Zoning Maps

St. Leonard TC Zoning Maps-Option 1



The data represented here is maintained to the best ability of Calvert County Government. Users assume all risks associated with decisions based on this data.



St. Leonard TC Zoning Map-Option 2



The data represented here is maintained to the best ability of Calvert County Government. Users assume all risks associated with decisions based on this data.



**PLANNING COMMISSION
MEMORANDUM**

TO: Planning Commission
VIA: William Pittman, Acting Planning Commission Administrator 
FROM: Jenny Plummer-Welker, AICP, Principal Planner 
DATE: April 7, 2010
**SUBJECT: St. Leonard Town Center Master Plan Update – Preparation of the
Second Draft**

Background:

The Planning Commission met on March 24, 2010, to review comments on the *St. Leonard Town Center Master Plan, Reorganized and Updated Draft, May 18, 2009* (the 1st draft) and to review staff's analysis of the comments. The Planning Commission decided to continue the meeting to April 14, 2010.

Discussion:

Road Plan – Since the adoption of the St. Leonard Master Plan in 1995, some roads have been built. In addition, environmental constraints and State policy may make other proposed roads difficult to construct. The Road Plan needs to be updated. The Road Plan is Figure 10 (attached) (also located in the 1st Draft's Map Appendix).

Master Plan & Zoning Ordinance Update Schedule (draft) – Staff prepared a draft schedule for your consideration. The schedule would need to be approved by both the Planning Commission and the Board of County Commissioners.

Recommendation:

For discussion at your special meeting on April 14, 2010.

1. Review and discuss the Road Plan.
2. Review and take action on the draft Update Schedule.
3. Direct staff to prepare a 2nd draft of the Master Plan for distribution to the public and distribution to Maryland Department of Planning/State Clearinghouse for the 60-day State review (local, regional, State and Federal agencies).

Reminder: The Planning Commission will hold a Public Forum on the 2nd draft on Monday, May 10, 2010, at 7:00 PM at the St. Leonard Elementary School. The Zoning Ordinance Update – Set 1 will be discussed.

Attachments:

Draft Road Plan
Draft Update Schedule

DRAFT¹
ST. LEONARD TOWN CENTER
MASTER PLAN & ZONING ORDINANCE
UPDATE SCHEDULE

Items in **bold** indicate official meetings of the Planning Commission
Updated April 7, 2010

ST. LEONARD

- 3/24 **PC Special Meeting: Review public comments on St. Leonard Master Plan 1st Draft & Staff's analysis**
- 4/14 **PC Special Meeting: Continuation of 3/24/2010 Meeting: Review Planning Commission Administrator's Comments on 1st Draft, Discuss Road Plan, Second Draft Preparation, and Draft Calendar for MP & ZO update**
- 4/27 St. Leonard Master Plan: 2nd Draft & Zoning Ordinance Sets 1 & 2 Published
- 4/30 60-day State agency review begins (local, regional, State and Federal agencies)
- 5/10 **St. Leonard Master Plan: PC Public Forum on Master Plan 2nd Draft & Zoning Ordinance Sets 1 & 2**
- 5/25 Zoning Ordinance Set 3 Distributed – Comments on Sets 1 & 2 Due
- 6/1 Comments due from public and agencies on St. Leonard Master Plan 2nd Draft
- 6/8 **Zoning Ordinance Joint BOCC & PC Work Session #1 of 2**
- 6/16 **PC receives public comments on 2nd Draft**
- 6/22 Zoning Ordinance Public Forum - Comments due on Zoning Ordinance Set 3
- 6/23 **PC reviews public comments on 2nd Draft and reviews Staff's analysis**
- 6/28 Comments due from 60-day review (local, regional, State and Federal agencies)
- 7/6 **Zoning Ordinance Joint BOCC & PC Work Session #2 of 2**
- 7/21 **PC reviews of State agency comments and takes action on 3rd Draft as the Public Hearing Draft**
- 7/27 (Tentative) Final Zoning Ordinance Public Forum prior to Public Hearing
- 7/28 St. Leonard Master Plan: 3rd Draft (Public Hearing Draft) Published

PUBLIC HEARING OPTIONS²

OPTION 1:

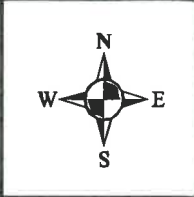
- 8/10 **BOCC & PC Joint Public Hearing on Master Plan & Zoning Ordinance**
- 8/24 Comments due from public on Master Plan 3rd Draft (Public Hearing Draft)
- 9/15 **PC Regular Meeting: Review public hearing comments on Master Plan**
- 9/22 **PC Special Meeting: Action on approving the Draft Master Plan**
- 10/4 BOCC Action – Adoption of the approved Master Plan

OPTION 2:

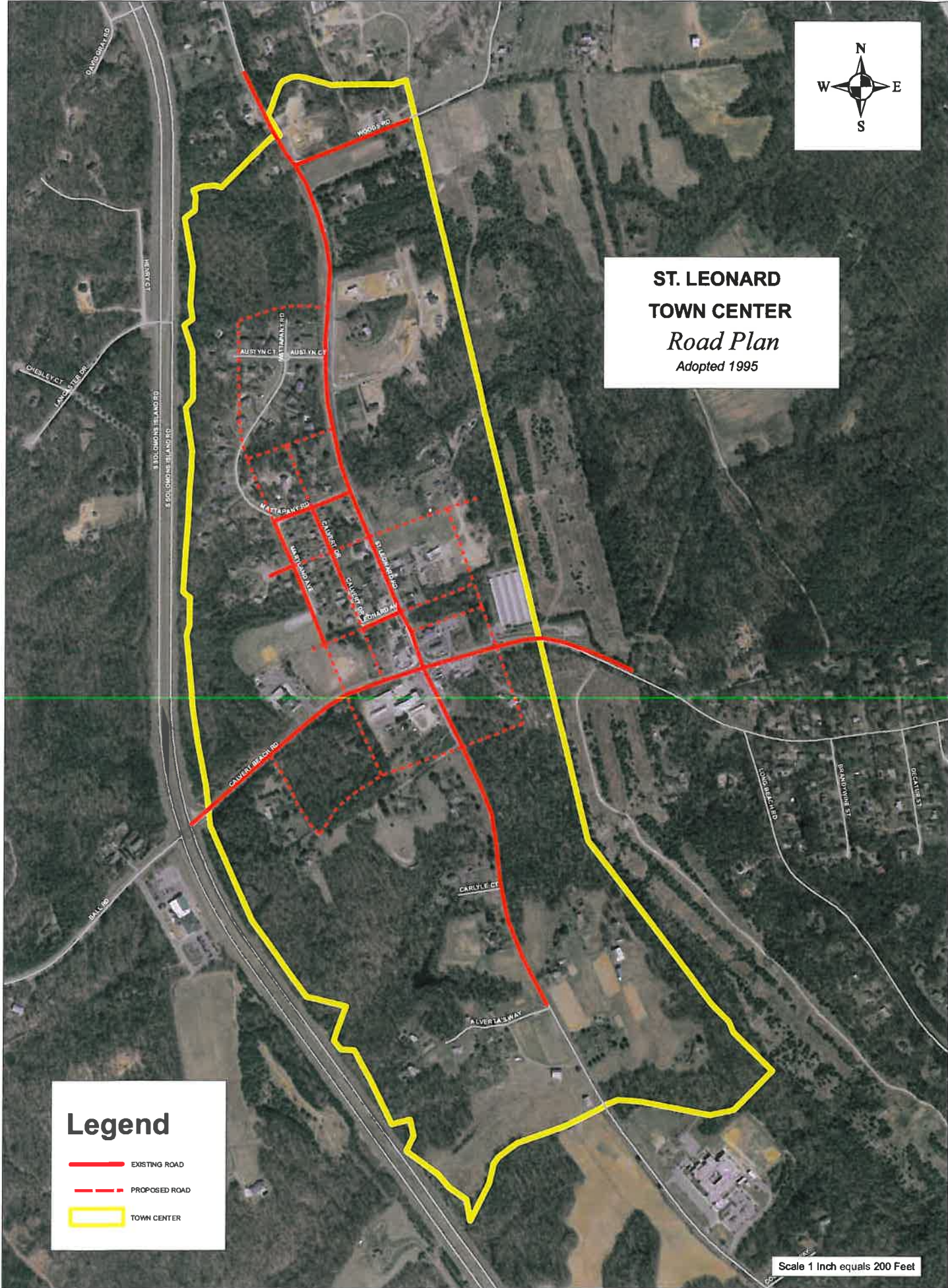
- 9/21 **BOCC & PC Joint Public Hearing on Master Plan & Zoning Ordinance**
- 10/4 Comments due from public on Master Plan 3rd Draft (Public Hearing Draft)
- 10/20 **PC Regular Meeting: Review public hearing comments on Master Plan**
- 10/27 **PC Special Meeting: Action on approving the Draft Master Plan**
- TBD BOCC Action – Adoption of the approved Master Plan

¹ Schedule subject to approval by the Planning Commission & Board of County Commissioners

² A determination will be made in July as to whether separate public hearings should be held for the Master Plan and the Zoning Ordinance.



**ST. LEONARD
TOWN CENTER
Road Plan**
Adopted 1995



Legend

- EXISTING ROAD
- PROPOSED ROAD
- TOWN CENTER

Scale 1 Inch equals 200 Feet



system.

The estimated number of dwelling units **existing** in 2008 was 223 with an estimated population of approximately 690. The Town Center encompasses approximately 335 acres. In 2008, staff inventoried the number of undeveloped parcels greater than one acre and estimated the number of dwelling units that could be accommodated at several density levels. Of the approximately 100 acres of undeveloped parcels, approximately 85 acres **of net land area** would be available for residential development, accounting for the subtraction of road and wetland buffers. Potential additional dwelling units, ~~for~~ **at** densities ~~from~~ **between** 1 dwelling per acre to 10 dwellings per acre, range from approximately 80 to 860. The potential buildout of the Town Center ranges from about 300 dwellings (at 1 dwelling/acre) to about 1,090 dwellings (at 10 dwellings/ acre) with population ranging from about 940 to 3,170 people.

If a public sewer system were to be provided in the future, this area could accommodate additional dwellings. To plan for this possibility, it is recommended that houses be located on each lot so as to allow for later infill.

a. Policies:

1. Encourage a mix of uses **at appropriate, convenient and compatible locations.**
2. Consider allowing a development bonus for desired public benefit, such as preferred uses, design features, public spaces, etc. **[insert a line space]**
3. Encourage residential units to be co-located with commercial uses.
4. Permit a higher residential density in the Village District than in the Residential District.
5. Consider increasing residential density if a public sewerage system is determined to be economically feasible and to meet the Calvert County Comprehensive Plan's requirements (needed to support environmental health and/or support County-identified economic development goals, when and if cost-effective and economically feasible).
6. Do not designate Agricultural Preservation Districts within the St. Leonard Town Center since the purpose of the Town Centers is to be focal points in the County for growth.

Actions:

I-2 Consider revising the Town Center Zoning Ordinance to allow maximum residential **and commercial** density within the Village District that can be accommodated on private septic systems, **or public sewerage system if deemed feasible and when constructed.**

I-3 Revise the Town Center Zoning Ordinance to permit **mixed** residences and commercial uses to be located ~~on~~ **in** the same parcel **building.**

I-4 Establish a form-based code in the St. Leonard Zoning Ordinance for the Village District, Subarea B, to create a small, pedestrian-oriented downtown feel, limited to retail, restaurant, personal service, office, and mixed uses.

~~I-4 Study and evaluate land uses and zoning requirements in the Village District with the purpose of promoting greater commercial **and residential** density **and form-based standards within Subarea B, the commercial core of the Town Center. Commercial uses should be limited to retail, restaurant, personal service, and office use.**~~

I-5 Prepare a Streetscape Master Plan, including entry features, to foster a sense of place and arrival.

I-5 **6** Require Transferable Development Rights for any dwelling units over a density of one unit per acre.

CHAPTER IV: GOVERNMENT

GENERAL GOVERNMENTAL POLICIES FOR ST. LEONARD TOWN CENTER:

- Locate new public **buildings improvements** in the St. Leonard Town Center, wherever appropriate, consistent with the St. Leonard Town Center Master Plan policies.
- Be proactive in the development of infrastructure within the St. Leonard Town Center.
- Consider nontraditional funding sources to pay for the implementation of the St. Leonard Town Center Master Plan.

~~Any public improvements plan must take into consideration the present routes which people use as they move around the area; the relationship between present and proposed architectural structures; and the colors and textures of the small scale features such as proposed landscaping, paving, sidewalk materials, street furniture, and graphics which during the day or at night create the total visual experience of the area.~~

A. PUBLIC IMPROVEMENTS

Public improvements listed in other sections of this Master Plan that are capital improvements are listed below.

1. Transportation

- Improve existing roads in accordance with the Road Plan in the St. Leonard Master Plan.
- Construct a second access route to MD Route 765 from the communities lying east of St. Leonard, either south or north of the MD Route 765/Calvert Beach Road intersection.
- Consider acquiring land for one public parking lot within the **Village District of the** Town Center. The parking lot should **also** be capable of serving as a park and ride lot and should be located within convenient distance of a County bus stop.
- Provide a shelter for transit users within the Town Center.
- Install bicycle racks at St. Leonard Recreation Area and the St. Leonard Polling House Park.
- Continue to improve the safety and capacity of the Ball Road/Route 2/4 intersection as needed.
- **Develop a Town Center sidewalk and bicycle network.**

2. Waste Management

- Conduct a feasibility study for providing a community sewerage system and an upgraded water system scaled to the small town character of the Town Center.

3. Recreation

- Acquire land for a town park/village green/town square **within the Village District Subarea B.**
- Develop an in-town trail and bikeway system that connects to extended greenways.

P.O. Box 75
St. Leonard, MD 20685

BP
Received

MAR 24 2010

Calvert County
Planning Commission

March 22, 2010

Calvert County Planning Commission

Dear Sir(s) and/or Madam(s):

I would like to address the following concerning the St. Leonard Town Center and make recommendations accordingly as it pertains to the Special Planning Commission Meeting for March 24th, 2010:

1) Sub-Area 'B' (South of St. Leonard Core Area) - Boundary of Town Center extended to Southern Maryland Electric Sub-Station (remainder of Williams Family Farm, good area for industrial zoning (we have none now)). East side 765 boundary straight line across from sub-station to Constellation Transmission Line incorporated into Town Center. This includes St. Leonard Elementary School, which is owned by Calvert County School Board to be used for all future meetings of County Government which pertains to St. Leonard. New ball field to be placed at this location by Parks & Recreation, street lights and sidewalks extended on both sides of road to new southern boundary. The school Parking lot should be utilized by the St. Leonard Fire Department for future concerts to relieve congestion in the Commercial Core area of St. Leonard.

2) Commercial Core Area Parking – Regarding above suggestion of moving Parks & Recreation ball field to St. Leonard Elementary School; the existing ball field behind Dowell House is County-owned – would be an ideal location for a parking lot in the Commercial Core area. New road placed beside Dowell House to existing ball field, new sidewalks and street lights placed from Dowell House to Parking lot would connect it to the Commercial Core Area. Leonard Avenue widened from Rt. 765 to Dowell House, need more police presence in the Commercial Core (Speeding & Drug Activities). Reduce Speed Limit to 25 mph and place pedestrian crosswalk signage like Courthouse. Foot patrol 2-3 times a week for 15 minutes would help a lot. Public Transportation: One location designated with sign placed at Cliffs Motel north of Core area (most passengers live there). Currently the Bus stops every 200 feet now, blocking the street. We also need County signage promoting pedestrian foot traffic. A Maintenance Policy concerning the Streetlights needs to be implemented (Quarterly Inspections would suffice) to replace blown out bulbs.

3) Sub-Area 'A' –Extend sidewalks and Street Lights to north Boundary of Town Center (some sidewalks already in place). The boundary of Sub-area A needs to be moved north and/or all signage relocated or made more prominent due to limited visibility (New Post Office Entrance/Exit) and truck Traffic (Hatcher's & J. Calvin

Wood); speed limits reduced to 30mph to new northern boundary which is the same as Southern Boundary would also help.

4) Town Center Signage – The Blue Town Center Signage should be replaced with Brick to correspond with other Calvert County Town Centers, signage should also be relocated to better locations, and Solar Lighting should be utilized. Route 2 & 4 Signage should be relocated and solar lighting should also be utilized. Southbound lane of Rt. 4 600 feet North of Western Shores with next 3 exits on sign, northbound sign 600 feet south of St. Leonard, Rt. 765 with next 3 exits placed on sign.

5) Sewage – How will 15 Property Owners pay for Sewage which includes the cost of the land it sits upon, the Treatment Plant itself and the infrastructure (Pipes)? All properties in the Commercial Core are fully developed now with the exception of three parcels. The only feasible or justifiable scenario would be the inclusion of Long Beach, Calvert Beach, Western Shores, Kenwood Beach, Governor's Run, and Scientist Cliffs. I am 100% opposed to spending \$65.00 much less \$65,000.00 for someone's idea of making St. Leonard the way he wants it.

6) Architectural Review Board –From the perspective of a former Committee Member whose tenure lasted 5 years I thought the job consisted of reviewing exterior design of all new construction, the remodeling of existing structures, Business signage, fence-placement, and any Zoning Violations which need to be addressed within the Town Center. The Board's make-up consists of: 1) Business Owner, 2) An Architect or individual with architectural experience who resides in Zip Code, 3) A Town Center Property Owner, 4 & 5) 2 members who reside in Zip Code (20685). If a member had a personal interest one reclused him or herself from voting upon the issue being addressed. I recommend that the existing members be checked out for any violation of personal interest. Furthermore, the Board should consist of members who have no other outside affiliation (St. Leonard Business Association – 1 Member; St. Leonard Vision Group – 1 Member); this policy of one outside organization member per Board member would prevent stacking of membership which leads to majorities within the group. No meetings of the Architectural Review Board are to be held outside the context of their aforementioned duties and responsibilities.

I am still waiting for a meeting with the County Commissioners (If not full Board at least one that represents the town.) and the Zoning Board. The meeting was requested in May 2009 with property and business owners of the Town Center.

Sincerely,

A handwritten signature in black ink, appearing to read "Claude R. Weems", with a long horizontal flourish extending to the right.

Claude R. Weems