



**PLANNING COMMISSION
MEMORANDUM**

TO: Planning Commission
VIA: Bill Pittman, Acting Planning Commission Administrator *WP*
FROM: Jenny Plummer-Welker, AICP, Principal Planner *JPW*
DATE: July 9, 2010
SUBJECT: St. Leonard Town Center Master Plan & Zoning Ordinance Update –
Comments on the Reorganized and Updated Draft Master Plan, May, 2010
(Second Draft)

Background:

The *St. Leonard Town Center Master Plan, Reorganized and Updated Draft, May, 2010* (the Second Draft) and Sets 1 and 2 of the draft Town Center Zoning Ordinance were released to the public on May 3, 2010. The Planning Commission hosted a public forum on May 10, 2010, at the St. Leonard Elementary School. The Planning Commission extended the comment period to June 15, 2010. At the June 7, 2010, public forum, staff made another presentation on the Second Draft of the Master Plan and presented Set 3 of the draft Zoning Ordinance. Staff met with the St. Leonard Business Association on June 1, 2010, and with the St. Leonard Vision Group on June 14, 2010. Staff held an open house on June 15, 2010. The Planning Commission and the Board of County Commissioners held a joint work session on the draft St. Leonard Town Center Zoning Ordinance Sets 1 and 2 on July 6, 2010. The Planning Commission has received the following sets of comments:

- Comments #1-89 (forwarded with the June 23, 2010, meeting agenda packet)
- Comments #90-100 (provided at the June 23, 2010, meeting)
- Comments #101-122 (forwarded with the July 6, 2010, BOCC & PC Joint Work Session agenda packet)
- Comments #123-132 (attached to this July 9, 2010 memorandum)

Discussion:

Agency Comments on the Second Draft

State agencies were given 60 days to comment, as specified in Article 66B of the Annotated Code of Maryland. State agency comments were due by July 5, 2010. Three sets of State agency comments were received: two from the Maryland Department of Transportation (one on the draft Master Plan and one on the draft Zoning Ordinance, Sets 1 & 2) and one from the Maryland State Highway Administration (refer to comments #1, 2 and 3). Attached is a Staff Analysis on MDOT's and SHA's Master Plan comments. Comments were received from one

Memo to the Planning Commission – St. Leonard Town Center Master Plan Update

July 9, 2010

Page Two

County department: the Department of Economic Department submitted comments on the draft Town Center Zoning Ordinance (comment #118).

Public Comments on the Second Draft

Attached are additional comments that have been received on the draft Master Plan (comments #123 through #132).

Tally of Written Comments

At its June 23, 2010 meeting, the Planning Commission directed staff to tally written comments regarding whether the people were in favor or against public sewer in the St. Leonard Town Center. Attached is staff's tally of the comments.

Update Schedule

Attached is an updated draft St. Leonard Town Center Master Plan & Zoning Ordinance update schedule. After the Planning Commission extended the comment period on the draft Master Plan from June 1st to June 15th, the public hearing was tentatively set for August 31, 2010. The Calvert County League of Women Voters will be holding public forums on the County's Primary Election on August 31 and September 1, 2010. Another public hearing date should be selected so as not to compete with the League's election forum.

Recommendations:

For discussion at your meeting on July 21, 2010.

1. Staff is seeking direction on comments that would be substantive changes to the May, 2010, draft. The next steps would be to prepare a revised draft (the third draft) for public comment and hold a Public Hearing on the revised draft.
2. Discuss the schedule for the Town Center Master Plan & Zoning Ordinance, including selecting a new tentative date for the Master Plan & Zoning Ordinance Public Hearing.
3. Planning Commission members are invited to attend the next public forum, scheduled for Monday, July 19, 2010, 7 PM to 9 PM at Crossroads Christian Church, 150 Ball Road, St. Leonard.

Attachments:

Staff Analysis on Maryland Department of Transportation and Maryland State Highway Administration Comments

Public Comments, #123 - #132

Summary of Tally of Public Comments, #1 - #132

Draft St. Leonard Town Center Master Plan & Zoning Ordinance Update Schedule, updated July 9, 2010

- C: Mary Beth Cook, Planning & Zoning
Miriam Gholi, Planning & Zoning
Pat Haddon, Planning Commission
Jim Shepherd, Economic Development
Sharon Strand, Finance & Budget