



**PLANNING COMMISSION
MEMORANDUM**

TO: Planning Commission
VIA: Robert S. Cohn, Planning Commission Administrator RC
FROM: Jenny Plummer-Welker, Principal Planner JPW
DATE: March 17, 2010
SUBJECT: St. Leonard Town Center Master Plan Update – Comments on the
Reorganized and Updated Draft, May 18, 2009

Background:

The St. Leonard Master Plan was originally adopted in 1995. The process to update the St. Leonard Master Plan was initiated on January 22, 2008. Meetings included the Kick-off; Presentation of Results from the Kick-off; the Walking Tour; and the Focus Meeting on Development Patterns. Based upon input from citizens and business owners at those meetings, the Planning Commission staff prepared proposed revisions to the St. Leonard Master Plan and revised the plan's format to follow the format of the *2004 Calvert County Comprehensive Plan*.

The Planning Commission staff presented the *St. Leonard Town Center Master Plan, Reorganized and Updated Draft, May 18, 2009* (the first draft) to the public on May 18, 2009, at the St. Leonard Elementary School. The draft plan along with the marked up draft were posted to the County's St. Leonard Town Center webpage. An email message was sent on May 28, 2009, to people on our St. Leonard Master Plan Update email distribution list advising them that the draft was available on the web and requesting comments. Comments were requested to be submitted by June 15, 2009.

Discussion:

Comments on Draft

Twelve sets of comments were received (see attached list of people who submitted comments along with the comments submitted). Comments were received from eleven citizens/business owners and a joint letter from the Presidents of the St. Leonard Vision Group, the Long Beach Civic Association, and the Calvert Beach Civic Association. Bob Cohn, the Planning Commission Administrator, was hired after the first draft was prepared. He has reviewed and provided comments on the first draft (attached).

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Staff's Analysis' of Comments

Staff reviewed the submitted comments and prepared an analysis of comments that would be substantive changes to the May 18, 2009 draft. Staff summarized the substantive comments, categorized by Master Plan subject area, such as transportation, recreation, etc. Staff has made recommendations on those comments (see attached analysis). Comments that are factual or grammatical in nature will be made. Based upon review by the Planning & Zoning staff who will be updating the St. Leonard Town Center Zoning Ordinance, an additional action item regarding subarea boundaries is be recommended (attached).

As part of the Walking Tour and the Development Patterns Focus Meeting, surveys were provided. For your information, survey results are attached. Please note there are two tallies for the Development Patterns Survey. One tally is from the 17 surveys submitted by people who attended the meeting. Subsequent to the meeting, the survey was posted on the web and was distributed by St. Leonard citizens, at the request of the citizens. The second tally is a combined tally of 130 surveys: 17 submitted at the meeting and 113 submitted between October 30 and November 12, 2008.

Recommendation:

For discussion at your meeting on March 24, 2010.

1. Staff is seeking direction on comments that would be substantive changes to the May 18, 2009 draft. The next steps would be to prepare a revised draft (the second draft) for public comment and hold a Public Forum on the revised draft.
2. Select date for the St. Leonard Master Plan Update – Forum on Revised Draft. Two possible dates are Monday, May 10, 2010 or Wednesday, May 12, 2010. Staff suggests holding the forum in St. Leonard on May 10th since it is the date that the most number of Planning Commission members can attend.

Attachments:

- Staff Analysis
- Public Comments
- Additional Staff Comment
- Master Plan Draft May 18, 2009 (1st Draft)
- Master Plan – Planning Commission Administrator's Comments
- Surveys (3)