

## DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on October 16, 2019 at 9:00 a.m. in the Harford County Government Administration Building, 1<sup>st</sup> Floor Conference Room, 220 S. Main Street, Bel Air, Maryland. The meeting was chaired by Moe Davenport, Department of Planning and Zoning.

The following members were in attendance:

Moe Davenport	Chairman, DAC
Robin Wales for Bill Snyder	Volunteer Fire & EMS
Robin Wales	Department of Emergency Services
Patrick Jones	Soil Conservation District
Cari Biscoe	Health Department
Darryl Ivins	DPW Water & Sewer
Mike Rist	DPW Engineering
Sgt Aaron Penman	Sheriff's Office
Missy Valentino	Board of Education
Paul Magness	Park & Recreation
Rich Zeller	State Highway Administration
Jenni Daniels	Planner, Development Review
Jen Wilson	Planner, Development Review
Eric Vacek	Planner, Development Review
Lori Pietrowski	Administrative Specialist

Also in attendance:

John Mullhausen	Lisa Mullhausen
Julie Hutchinson	Caner Celik
Paul Giulio	Said Masrou
Jake Adler	John Blades
Terry Hunt	Chris Koermer
Keith Dolan	Len Walinski
Ashley McMahon	Gerry Powell
Carol Schwartz	Angela Bonomo
Kate Connelly	

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. He explained there are four plans on the agenda. Mr. Davenport explained that a brief presentation will be given by the consultant for the project. The DAC members will give their comments on the project. The meeting will then be opened up for anyone in attendance that may have questions or comments. If anyone has questions that are not answered, there are information request forms that can be filled out and submitted to the Department of Planning and Zoning and they will be responded to in writing. There is an attendance sheet on the back table. If a correct email address is given, a copy of the minutes will be e-mailed to you. The minutes are recorded and will also be published to the Department of Planning and Zoning's website.

**ROLLING VIEW FARMS – LOT 13**

Located east of Graceton Road (Route 624); north side of Wheeler School Road. Tax Map 10; Parcel 12; Lot 4. Fifth Election District. Council District D. Planner Jenni  
Plan No. P381-2019 Subdivide existing Lot 4 to create Lot 13/6.322 Acres/Ag.  
Received 09-18-2019 Julie Williams/Bay State Land Services

**Verbatim Transcript**

**Erich Schmitt – Bay State Land Services**

We are here today to present a subdivision of lot 4 which was created in 1989. It was part of the 12 lot subdivision. It is named Rolling View Farms. There were no development rights left so, a woman who owns this lot 4, her parents are the Schwartz's that live on the big farm over next door so, they are trying to transfer development rights to lot 4 to allow us to do this subdivision. There is no forest impacts. We are going to use the stream crossing for their driveway and for the access to the house. With that I welcome any comments from DAC.

**Robin Wales for Bill Snyder – Volunteer Fire & EMS**

No comment.

**Robin Wales – Department of Emergency Services**

Lot 13 will be addressed #518 Wheeler School Rd. This address will work if displayed property, available, and approved by Planning & Zoning.

**Patrick Jones – Soil Conservation District**

An adequate sediment and erosion control plan needs to be approved before a grading permit can be issued. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase.

We recommend, as per the new 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control Manual that in a Tier II watershed additional level of controls may be needed and Tier II buffers are utilized and shown on the plans for this site.

A NOI permit is required from MDE when a project disturbs more than 1 acre. Please contact MDE about the NOI permit process.

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**Cari Biscoe – Health Department**

Prior to final plat approval, the following is required:

- The well tag number for the existing well for Lot 4 must be indicated on a print to this office.

The final plat must bear the well, septic reserve area, and plat plan notes. The square footage amount of the septic reserve area must be clearly labeled on the final plat.

**Darryl Ivins – DPW Water & Sewer**

No comment.

**Mike Rist – DPW Engineering**

1. A standard sediment control plan shall be required for land disturbing activities exceeding 5,000 square feet.
2. Stormwater management must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.
3. A standard stormwater management plan for single lot residential construction or an engineered plan shall be submitted and approved prior to the issuance of a grading or building permit.
4. Stormwater management practices designed for and located on individual lots shall be constructed and inspected prior to the issuance of a certificate of occupancy.
5. Maintenance of the stormwater management practices is the responsibility of the individual lot owner.
6. An access permit is required for the proposed driveway.
7. The driveways shall provide adequate sight distance for a 30 mph design speed and must be paved with the County right-of-way prior to issuance of a certificate of occupancy.
8. Monumental masonry mailboxes or structures shall not be constructed within the right-of-way.

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**Sgt Aaron Penman – Sheriff's Office**

The Sheriff's Office has no comment.

**Missy Valentino – Board of Education**

The attendance areas are for elementary, North Harford Elementary, middle, North Harford Middle and, for high school, North Harford High School.

**Rich Zeller – State Highway Administration**

The MDOT SHA has no objection to Preliminary Plan approval as access to this site is proposed from a county road, and there are no right-of-way impacts to MDOT SHA.

**Jenni Daniels – Planner**

1. This plan proposes to create one (1) lot from existing Lot 4 of the Rolling View Farms subdivision. The original tract of land consisted of 63.53+/- acres as of February 8, 1977 and was one of three tracts of a 98.87+/- acre parcel carrying nine (9) total development rights. The twelve lots of Rolling View Farms were created using all nine (9) development rights and three (3) family conveyance lots.
2. This plan proposes to transfer one (1) development right from Tax Map 10, Parcel 22, Lot 2 which currently carries six (6) additional development rights, and is shown on recorded plat 131-66. The plat for Lot 2 shall be revised and recorded prior to or concurrently with the final plat for this project to reflect the change in remaining development rights.
3. Lot 4 was originally recorded in 1989 and was not subject to the Harford County Forest and Tree Conservation Regulations. Lot 13 will be subject under the conditions of the abbreviated process described in Section 267-38 of the Code. A Declaration of Intent (DOI) was submitted to the Department of Planning and Zoning. All forested areas to be retained within this lot shall be labeled as "Forest Retention Area" on the final plat, along with deeds containing covenants and restrictions protecting the retention areas, to be recorded with the plat. The DOI shall be updated to accurately reflect the amount of forest to be cleared.
4. This property is located within a Tier II watershed. The applicant will be forwarded the required MDE checklist. Questions regarding the checklist may be forwarded to Brittany Long of the Department of Planning and Zoning.

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5. The project is located within a Sensitive Species Project Review Area. A copy of the plan has been sent to the Maryland Department of Natural Resources for review and comment.
6. The site contains environmentally sensitive areas including streams, non-tidal wetlands and associated buffers. All streams, wetlands and 75-foot buffers shall be labeled as "Natural Resource District" (NRD) on the final plat. Any activity that may result in the disturbance of wetlands, their associated buffer, or streams shall require permits from the U.S. Army Corps of Engineers and/or the Maryland Department of the Environment.
7. The Statement of Development Rights for the Transfer of Development Rights submitted to the Department of Planning and Zoning shall be updated to show the correct number of development rights available to be received by the receiving parcel per Zoning Code Section 267-3D(5).

**Public Comments:**

**Terry Hunt** – 510 Wheeler School Road the property adjacent on the west side of this lot. Two questions. What is the buffer or the space between our property line and the driveway? How much grassy area will be maintained? And, 100 feet back from the road there is a very majestic oak tree. It is quite large and very historic. It sits right dead center on the property line. Is that going to be maintained vs having that taken down?

**Moe Davenport** – That you Terry. Erich, can you address some of those questions?

**Erich Schmitt** – I believe the driveway can go right up to the line. I'm sure that wouldn't be done but, there is no required separation that I know of.

**Moe Davenport** – The panhandle is 25 feet wide. The driveway is probably going to be 10-12 foot wide and it can go anywhere in that 25 feet.

**Erich Schmitt** – As far as the big tree. I am aware of it. I have not field located and we will need to do that to avoid the root system of the tree within the driveway. If it is required we will need to maybe put a little bubble easement out beyond the 25' to avoid that tree because, you are right it's a specimen tree it is what the county calls it. We will need to avoid that for sure.

**Terry Hunt** – Okay, thank you.

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**Moe Davenport** – Are there any other questions or comments on this plan? If not, we will move to the next plan on today’s agenda for Crossroads at Hickory.

<b><u>CROSSROADS AT HICKORY</u></b>		
Located on the north side of Conowingo Road (Route 1); east side of Fountain Green Road (Route 543). Tax Map 41; Parcel 9; Lots 3-7. Third Election District. Council District D. Planner Jen.		
Plan No.	P376-2019	Combine 5 lots & Construct 184 mid-rise Apartments/9.81 Acres B3
Received	09-16-2019	Hickory-Bel Air LLC/Peak Acquisition, LLC/Frederick Ward.

**Gerry Powell – Frederick Ward Associates**

My name is Gerry Powell with Frederick Ward Associates we are requesting approval of the Preliminary Plan to move forward with the ultimate goal to develop lots 3-7 in the Crossroads at Hickory development as mid-rise luxury apartments containing 184 units and five apartment buildings. A Community Input Meeting was held at the Bel Air Branch Library on May 4<sup>th</sup> where we presented a concept to the community and they had the opportunity to review the concept and present their questions and concerns. A Concept Plan for this development was presented to this committee on June 5<sup>th</sup> and received Concept Plan approval on September 6<sup>th</sup>. In 2017 lots 3-7 were rezoned as B3, General Business District allowing for this property to develop as mid-rise apartments under the Special Development Regulations pursuant to the County’s Zoning code. There are provisions for a walking path, clubhouse, pool and other active open space as amenities for the residents. There are garages provided for some of the residents who want that added benefit. There is a separate maintenance building with a central trash compaction unit. The plan is to have two accesses for the apartments on the public road Jack Lane and extend Jack Lane from the existing T-turnaround to US 1 business as originally designed. Public water and sewer will be extended from where it terminates at the end of Jack Lane, Phase 1 to provide water and sewer service to the development. Gravity sewer will be extended to provide future service to adjacent properties as was required with the original Crossroads at Hickory development. Easements are being provided for connecting the public utilities to adjacent properties. The original stormwater management design for the property will be maintained as closely as possible for both quality and quantity management. The project has obtained stormwater management concepts plan approval from Harford County DPW Stormwater Management division. A Landscape Plan and Photometric Plan have been submitted to the county for review. A Traffic Impact Analysis was performed for the original commercial development and all on-site and off-site improvements are vested with the project. This concludes my presentation.

**Robin Wales for Bill Snyder – Volunteer Fire & EMS**

- All five (5) buildings will require a Knox Key Box installed on the exterior. The boxes shall be keyed for the Bel Air Fire Department. Contact 410-638-4400 for the Boxes
- Hydrant locations/spacing shown at this meeting dated 10/16/2019 are acceptable. Any changes to the hydrant locations, please call the Chief of the Bel Air Fire Department at 410-638-4400.
- Recommend the usage of non-combustible landscaping directly next to the buildings. Traditional, wooden-mulch increases likelihood of nuisance fires from outdoor smoking.

**Robin Wales – Department of Emergency Services**

The proposed building and areas of interest must display 8"-10"/10"-12" address numbers and letters. The address must be clearly visible from Jack Lane.

Emergency Services must have a list of 3 (three) emergency contacts and or building maintenance for notification, response, and securing purposes.

This plan has been addressed and I will work with the planner.

Can I go up and ask Mr. Powell a question?

**Moe Davenport** – Sure.

**Robin Wales** – Your buildings, I've addressed the buildings on both sides. Should it be just one address per building or one on each side?

**Gerry Powell** - I'm going to defer that question to the representative for Hill Management. Paul do you know?

**Robin Wales** – Because, I can adjust the address numbers.

**Gerry Powell** – I can get back to you on that if that's ok.

**Robin Wales** – Yes.

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**Patrick Jones – Soil Conservation District**

A Concept SWM plan has been submitted and reviewed.

An adequate sediment and erosion control plan needs to be approved before a grading permit can be issued. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase.

We recommend, as per the new 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control Manual that in a Tier II watershed additional level of controls may be needed and Tier II buffers are utilized and shown on the plans for this site.

A NOI permit is required from MDE when a project disturbs more than 1 acre. Please contact MDE about the NOI permit process.

**Cari Biscoe – Health Department**

The consultant must locate all wells and on-site sewage disposal systems (OSDS) within 100 feet of this proposed development.

Upon receipt of the above information, this office will update its comments.

This office has the following comments regarding this proposal:

- If a swimming pool is planned, specific permits and oversight are required from both the Harford County Health Department and the Maryland Department of Health (MDH). Construction plans for the pool must be submitted to MDH for review and approval prior to the issuance of a building permit to construct a pool/spa. Prior to being placed into use, the facility will require a final post construction inspection by both the HCHD and MDH and a permit issued by the HCHD to operate. Please contact Dan Driscoll of the Health Department at 410-877-2316 for further instructions regarding the construction, operation, and inspection of the swimming pool.
- The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.
- The Health Department encourages the owner/developer to consider smoke-free housing.



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The final plat must bear the master plan conformance statement. In addition, a statement signed by the owner must state a community water supply and a community sewerage system will be available to all lots offered for sale.

**Darryl Ivins – DPW Water & Sewer**

Gerry, I have provided you with a copy of my comments and they would be conditions of the Preliminary Plan approval.

Although an outside meter setting in a vault is proposed and would be approved by our office. Our office would recommend that during the final design that you consider placement of the meter inside, in the same area that you would put a centrally located water booster system. I'm not sure how your final design will be for the boosters, for the pressure for each of the buildings whether, you have one in each building taking up space there or a central location where a water meter can be located. So, I've added a comment in here to be considered.

Also, as you have mentioned. You will be providing easements to adjacent properties for access to public water and sewer. We do appreciate that. Any unused water and sewer services would have to be abandoned as part of the utility work for the project.

I just want to remind you, again that there would be water pressure problems in the buildings beyond the public street because of the height of the buildings so, you will need to address that in the final design.

We also have a comment here for you to contact us to have a Public Works Utility Agreement prepared for the Public Utility work and also you have to have a Commercial Service Application approved prior to obtaining any building permits.

**Mike Rist – DPW Engineering**

1. A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.
2. Stormwater management plans were previously approved for the development and must be revised to accommodate the revised site plan. Additional management must be provided for this lot in accordance with the 2000 Design Manual as amended by Supplement 1.
3. A stormwater management concept plan has been submitted for review. Comments must be addressed on subsequent stormwater plan submittals.

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4. The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.
5. Maintenance of the shared stormwater management facility (facilities) is (are) the responsibility of the lot owner (s) and shall be stipulated in the association documents.
6. Stormwater management practices designed for and located on individual lots are the maintenance responsibility of the owner.
7. All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.
8. Road plans for Jack Lane will need to be approved and a public works agreement will need to be executed prior to the issuance of building permits for the site. The road shall be constructed prior to the issuance of a certificate of occupancy.

**Sgt Aaron Penman – Sheriff’s Office**

No questions or comments from the Sheriff’s Office.

**Missy Valentino – Board of Education**

The attendance areas are Hickory Elementary School, Southampton Middle School and C. Milton Wright High School.

**Paul Magness – Parks & Recreation**

This plan proposed 184 mid-rise apartments on a 9.81 acre parcel. The open space required for the project is 1.96 acres, with .98 acres of active open space. The plan proposes 3.55 acres of open space with 1.01 acres of active open space. Proposed active open space amenities include a clubhouse in Building #1, two proposed active space areas, and trails on the property. The trail system for the property should be asphalt or concrete and a minimum of 6’ wide. The amenities in the active open space areas will be a pool in one area and a playground and dog park in the other active open space area. The dog park should be fenced to separate it from the playground. Should future repairs of the underground stormwater quantity facility happen to occur, the active open space amenities in that area will need to remain.

**Rich Zeller – State Highway Administration**

The development of lots 3 -7 constitute Phase 2 of the Crossroads at Hickory development. A special condition was placed in the above referenced SHA access permit stating that once improvements for Crossroads at Hickory Phase 1 are completed to the satisfaction of SHA, a replacement surety for the Phase 2 improvements (Jack Lane access to US 1 BUS) must be submitted. The surety being held by the MDOT SHA for the Crossroads at Hickory Phase 1 improvements would then be returned to the permittee.

Improvements for Phase 1 (construction of Jack Lane at MD 543) have been completed. All four (4) off-site improvements required for this development have been permitted and the work has been completed.

This current Preliminary Plan shows the entrance onto US 1 BUS however, the required road improvements on US 1 BUS associated with this public street connection are not depicted on the plan. In a previous letter dated 5/31/19 the MDOT SHA attached a copy of a plan depicting the required road improvements on US 1 BUS for the Phase 2 development.

The MDOT SHA has no objection to Preliminary Plan approval as the right-of-way depicted on the plan is sufficient to accomplish the required road improvement on US 1 BUS. All other comments contained in the 5/31/19 letter (copy attached) remain valid.

I just want to reiterate on comment from the 5/31 letter and that states that since the amount of surety for Phase 2 improvements is significantly more than the \$219,000 that MDOT is currently holding. We will require an updated cost estimate for the Phase 2 improvements during the plan review cycle. The surety amount for Phase 2 improvements have been established and plans for the improvements are approved SHA will request a submittal for plans, new sureties and specialties for the Phase 2 improvements. We will then amend the existing access permit to include these improvements. Currently, the Surety being held in the credit amount of \$219,000 will be returned to the permittee along with any unused portions of the inspection fees submitted for Phase 1 improvements.

**Jen Wilson – Planner**

The playground/dog park active open space area shall be separated from the Hickory Bypass by a fence, and the dog park and playground shall also be separate areas. The size of each area shall be specified.

A bufferyard 'B' shall be recorded on the Final Plat along the northern property line adjacent to Parcel 82.

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A revised series of the Landscape Plan is required to extend the bufferyard plantings along Parcel 82 to the right-of-way for Jack Lane.

A 5-foot wide, 3-foot high parking lot perimeter planting shall be provided along the parking lot that is adjacent to Jack Lane.

Additional foundation plantings are required on the clubhouse portion of Building 1.

Additional plantings shall be provided between the proposed development and the Hickory Bypass, including foundation plantings on buildings 2, 3, & 4 and buffering.

A Forest Conservation Plan has been submitted and is still under review. Reforestation Area A is less than 10,000 sf and too small to be considered a reforestation area.

**Public Comments:**

There were no public comments.

**CAPITAL EXPORTS - PRELIMINARY**

Located on the north side of Pulaski Highway (Route 40); east of Long Bar Harbor Road. Tax Map 62; Parcel 434; Lots 1-3. First Election District. Council District A. Planner Eric.

Plan No. P382-2019 Combine three existing lots into one/2.17 acres/B3.

Received 09-18-2019 2922 Pulaski Highway, LLC/Capital Exports Inc./PI Consulting Engineers.

**CAPITAL EXPORTS - SITE**

Located on the north side of Pulaski Highway (Route 40); east of Long Bar Harbor Road. Tax Map 62; Parcel 434; First Election District. Council District A. Planner Eric.

Plan No. S383-2019 Construct 8,060 sf warehouse/2.17 acres/B3.

Received 09-18-2019 2922 Pulaski Highway, LLC/Capital Exports Inc./PI Consulting Engineers.

**Caner Celik– PI Consulting Engineers**

My name is Caner Celik and I'm with PI Engineers. The purpose of the plan is to build a warehouse approximately 8,000 sf and a parking lot which is approximately 34,000 sf to serve as storage for my client who has an import and export business. As you mentioned, there are previously subdivided lots for the Preliminary and we are planning to combine those three into one lot which is going to be 2.17 acres. For the Site Plan, we are also showing the construction of the warehouse and the parking lots and we have also prepared a stormwater management plans, as well. For the traffic I don't think it is going to impact anything because the daily will be maybe 10 cars per day. He will have maybe two or three

employees. That is briefly the development.

**Robin Wales for Bill Snyder – Volunteer Fire & EMS**

- Building will require a Knox Key Box installed on the exterior. The box shall be keyed for the Harford County Fire Service. Contact 410-679-1055 for the Boxes

**Robin Wales – Department of Emergency Services**

On the preliminary, the new combined lot will be addressed #3924 Pulaski Hwy (US 40). This address will work if displayed properly, available, and approved by planning & zoning.

On the site plan, the proposed building must display 10" – 12" address numbers and letters on the side it is addressed from. The address must be clearly visible from Pulaski Hwy (US 40).

"Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers responding to a call for help. Buildings that are greater than 5,000 square feet, higher than 50 feet, contain underground storage or parking and are constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 800 MHz amplifier. Department of Emergency Services will test coverage in your facility once construction is finished. Call 410-638-4900 for this assistance."

Please advise if the facility will have Closed Circuit Television (CCTV) Cameras. If so, please comment on Emergency Service's ability to access the camera feeds or provide a point of contact to comment on this matter. DES will follow up after use & occupancy permit approved.

Emergency Services must have a list of at least 3 (three) emergency contacts for notification, response, and securing purposes if the facilities are not in operation 24 hours a day.

**Patrick Jones – Soil Conservation District**

An adequate sediment and erosion control plan needs to be approved before a grading permit can be issued. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase. The new 2011 Maryland Standard & Specifications for Soil Erosion and Sediment Control must be utilized.

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A NOI permit is require from MDE when a project disturbs more than 1 acre. Please contact MDE about the NOI permit process.

**Cari Biscoe – Health Department**

For the Preliminary Plan:

This plan proposes to combine three (3) existing lots into one (1) lot. The site is serviced by public water and sewer.

Additional comments will be forthcoming upon review of the site plan.

The final plat must bear the master plan conformance statement. In addition, a statement signed by the owner must state a community water supply and a community sewerage system will be available.

For the Site Plan:

This plan proposes to construct an 8,060 sq. ft warehouse building. The site is serviced by public water and sewer.

This office has the following general comments regarding this proposal:

- If the site will be used for the warehousing, distribution, packaging or processing of food or food products, review will be required by the Maryland Department of Health (MDH), Division of Food Control. If there are any questions regarding this review, please contact their office at 410-767-8400.
- Any buildings to be razed will require a demolition permit that is secured through the Department of Planning and Zoning. All aspects of the demolition work must be reviewed, approved, and completed to the satisfaction of the Health Department. This includes, but is not limited to, the abandonment of any wells and septic systems, the management of asbestos, hazardous materials, and solid wastes, and the removal of underground storage tanks. All documentation concerning the demolition work must be forwarded to this office. If the owner/developer has any questions concerning the demolition work, please contact the HCHD at 410-877-2301.
- Additional comments from this office will be provided at the time of the building permit or tenant/occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

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The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

**Darryl Ivins – DPW Water & Sewer**

Our comments are the same for both the Preliminary & Site Plans and a copy of my comments are being provided to you.

There is an existing sewer service located at the man hole in front of the eastern corner of the proposed building. It must be used to provide sewer service to the building rather than constructing a new service.

Cleanouts should be placed on the sewer service at the edge of the existing 5' wide drainage utility easement at the location. Because, it is in a paved area we have a standard detail S-28 that requires a lamp hole frame cover be installed over that clean out as part of the construction work.

Any, onsite sewer cleanouts should also use the S-28 with a lamp hole frame and cover for protection.

On the final plat, just to be sure there was an easement shown along the eastern property line identified as a temporary construction easement on these plans. There is actually a permanent 20' utility easement and the final plat should identify that. I've given you a plat reference where that easement does appear so, you can put it onto the new plat.

Since the proposed uses of the building are not yet known by the Division of Water & Sewer the location of the meter setting and the back flow preventer maybe outside or inside depending upon our final analysis during the commercial service application phase. If an outside meter is required, it would be placed in an easement area. If it is inside, we will just have a meter agreement, a standard agreement that we prepare between owners and the county.

There is an unused water and sewer service to the previous address of 3926 Pulaski Highway. That must be abandoned according with county standards as part of the requirements for the utility work and that would be determined at the time of the work completion and would then be determined at the time of the commercial service application.

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A commercial service application would be required for the project. I've given you a contact number to talk about the process of getting a commercial service application, and applying for that, and how it gets approved. I suggest you contact them after you get your Site Plan approval.

Also, our offices will require that a fire flow test be performed to determine the fire flows for the site during the final design phase of the commercial service application. You can contact our office as well to get that set up. That's all.

**Mike Rist – DPW Engineering**

1. A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set for in the Maryland Standards for Erosion and Sediment Control, latest edition.
2. A stormwater management concept plan must be submitted for review and must be approved prior to preliminary approval. Comments must be addressed on subsequent stormwater plan submittals.
3. The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.
4. Maintenance of the stormwater management facility (facilities) is (are) the responsibility of the lot owner (s).
5. All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.

**Sgt Aaron Penman – Sheriff's Office**

No comment from the Sheriff's Office.

**Missy Valentino – Board of Education**

No comment.

**Paul Magness – Parks & Recreation**

No comment.



**Rich Zeller – State Highway Administration**

**Preliminary Plan**

The MDOT SHA has no objection to Preliminary Plan approval as the existing right-of-way along this property frontage on US 40 is enough to accommodate the MDOT SHA future widening needs.

**Site Plan**

An access permit will be required to construct entrance and road improvements on US 40 for this site. The following criteria and details will apply and must be reflected on future plan submittals:

The proposed entrances must be 25' – 35' wide with 30' curbed radii. 10' tangent sections of curb & gutter must be extended from these radius returns on US 40 then nosed down.

All curb & gutter in the MDOT SHA right-of-way must be MDOT SHA 8" Type 'A' curb & gutter (620.02).

The entrances must be shaded from the back edge of the existing shoulder on US 40, back to the radius returns within the entrances, and the following MDOT SHA full depth paving section utilized and noted on the plan:

2" Superpave Asphalt Mix 12.5mm for Surface – PG 64S-22, Level 2  
8" Superpave Asphalt Mix 19.0mm for Base – PG 64S-22, Level 2 (2 – 4" lifts)  
6" Graded Aggregate Base or 12" Capping Borrow

Core samples must be taken along the existing shoulder every 50' for the entire property frontage along US 40 to determine if this pavement is of traffic bearing capacity. If it is not, this shoulder area must be shaded on the plans and the pavement removed and replaced with the above full depth pavement section. If the shoulder is traffic bearing, it may be hatched on the plans to denote a milling of the existing pavement (minimum 2"), and a wedge and level course of pavement bringing the shoulder cross slope to 2%. This shoulder may continue to be striped as a shoulder with a solid white line.

To initiate the plan review cycle toward the issuance of the access permit the design engineer must submit nine (9) sets of plans reflecting the above criteria and details. The plan submittal should include 1 set of hydraulic computations, and a CD containing plans and all supporting documentation to Wendy Wolcott at 320 West Warren Road, Hunt Valley, MD

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21030 to the attention of Mr. Richard Zeller. Please utilize the SHA tracking number when making this submission.

All SHA Policies, Standards and Specifications must be followed when preparing the above plan submittal including but not limited to the following documents:

MDOT SHA Access Manual  
MDOT SHA Business Standards and Specifications  
MDOT SHA Bicycle Policy and Design Guidelines

The Access Management Plan Review Checklist must be utilized in drafting the SHA Improvement Plans. Please include a copy of the completed checklist when making this submittal. All of these documents along with additional guidance can be found on our web site at [www.roads.maryland.gov](http://www.roads.maryland.gov) under Business Center.

**Eric Vacek – Planner**

My comments will be for both the Preliminary Plan and the Site Plan.

As noted, the property B3 and total 2.17 +/- acres. The Preliminary Plan proposed to consolidate three previously recorded lots into one commercial lot.

The Department of Planning & Zoning will require that the lot be recorded before permit application.

Site Plan proposes to construct an 8,060 sf warehouse on a commercial lot. We will need to see a revised series of the plan detailing lot information including acres, enclosed area, parking calculations and additional plantings.

The total square footage of the storage area should also be delineated on the plan.

The proposed lot is located in the Chesapeake Bay Critical Area and it is designated as an intensely developed area.

This project needs to comply with the Harford County Code.

The plans need to be revised to utilize the most recent maps including topography, boundary and FEMA maps.

Lot coverage inside the Chesapeake Bay Critical Area and the buffers must be identified and noted. Quantity of tree removal inside the Critical Area and the buffers must be quantified and noted.

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Separate Landscaping Plan needs to be submitted to the department demonstrating those mitigation compliance with the Chesapeake Bay Critical Area. The Critical Area Landscaping Plan should include a schedule and a cost estimate. Questions concerning these requirements may be directed to Ms. Brittany Long in the Department of Planning & Zoning.

Landscaping Plan was submitted to the Department of Planning & Zoning. Approval of this shall be required prior to the Site Plan approval and issuance of any permits.

The department would like to see some additional landscape foundation plantings.

We also noted that there is a fence extending into the Critical Area. We want to ask that you look at moving that fence toward the rail line. I'm not sure why it is extending. There is no storage area to the west of the property.

All proposed signage shall conform to the Sign Code and will require permits from the Department of Planning & Zoning. There are some existing bill board signs which are subject to that code so, they may not be able to stay on the property prior to permit application.

Outside storage may not exceed 35% of the lot area when it is located not less than 200' from a residential district. It does appear as if you are located so, you need to have that outside storage within that 35% lot area and that needs to be shown clearly on the plan.

Those outside storage areas shall be buffered. So, the department is requiring revised series of the plan, addressing these issues, and items as well as, the other department's comments.

**Moe Davenport** – Can I get some clarification? You are processing used cars or new cars at the location?

**Caner Celik** – Used cars.

**Moe Davenport** – So, used cars and you are preparing them for export?

**Caner Celik** – Yes

**Moe Davenport** – Will the warehouse building process the cars? Are you going to detail?

**Said Masrou** – It is only shipping.

**Moe Davenport** – So, there is no mechanical, no painting?

**Said Masrou** – No mechanical, no painting.

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**Moe Davenport** – The duration that they may stay on the lot?

**Said Masrou** – It varies. It could be months, it could be weeks, it could be days, it depends.

**Moe Davenport** – We will need some clarification because, there are time periods if they are staying more than 90 days. Then it becomes a salvage matter potentially and that might not be permitted here. So, you will be restricted to those criteria. We will have to get some evaluation with that. If most things go within 90 days.

**Said Masrou** – It depends on the paperwork. Sometimes the titles take 90 days, sometimes 2 months it depends. Sometimes, the titles are not available from the DMV or the owner before we can ship them out.

**Moe Davenport** – They travel on trucks?

**Said Masrou** – Tow trucks for deliveries.

**Moe Davenport** – Are there any additional questions or comments? Is there anyone else in attendance that has any questions or comments on the plan? If not, I want to thank you for your attendance. This concludes our meeting for today.

**Meeting adjourned at 9:45 am.**