

## DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on May 5, 2021 virtually at 9:00 a.m. in the Harford County Government Administration Building, 220 S. Main Street, Bel Air, Maryland. The meeting was chaired by Moe Davenport, with the Department of Planning and Zoning.

The following are DAC members:

Moe Davenport	Chairman, DAC
Bill Snyder	Volunteer Fire & EMS
Justin Mannion	Emergency Services
Patrick Jones	Soil Conservation District
Brian Phipps	Health Department
Len Walinski	Health Department
Darryl Ivins	DPW Water & Sewer
Glen Hebel	DPW Engineering
Sr. Deputy Niles	Harford County Sheriff's Office
Missy Valentino	Harford County Public Schools
Paul Magness	Parks & Recreation
Teresa Eller	State Highway Administration
Jenni Daniels	Planner, Development Review
Eric Vacek	Planner, Development Review
Lori Pietrowski	Administrative Specialist
Chelsea Broach	GIS Analyst

Those in attendance:

Moe Davenport	Bill Snyder
Darryl Ivins	Glen Hebel
Paul Magness	Teresa Eller
Jenni Daniels	Eric Vacek
Lori Pietrowski	Chelsea Broach
Jennifer Freeman	Bob Wilson
David Goodwin	Clarence Cullum
Wayne Karch	

**Moe Davenport** – Good Morning, I would like to welcome everyone to the May 5, 2021 meeting of the Development Advisory Committee. Happy Cinco de Mayo. I am Moe Davenport with Harford County's Department of Planning & Zoning. I have one announcement to begin with 2115 Waverly Drive has been withdrawn by the applicant so we will not be reviewing that plan today which was on the Agenda. So, there are only two plans on today's Agenda and they are for Forest Hill Industrial Airpark – Lot X6 and Nuttal Avenue Park. I will briefly go over the protocol for the meeting. First, there will be a presentation from the consultants for the project and then we will go around to the DAC Committee Members for their questions and comments and then we will have a question and answer section on the live feed here. At any time during today's meeting if there are any guests that

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have any questions or comments they can type them in and at the end we will have an opportunity to answer those questions or comments that we receive. I will go over the protocol for the meeting. There will be a brief presentation from the consultant for the project then we will go around to DAC committee members for their questions and comments. Then we will open the meeting up to anyone in attendance that has any questions or comments. With that, we will get started with today's plan. Consultant for the Forest Hill Industrial Airpark – Lot X6 project, good morning.

**FOREST HILL INDUSTRIAL AIRPARK – LOT X6**

Located on the southwest corner of Industry Lane and Commerce Drive. Tax Map 40. Parcel 364. Third Election District. Council District D. Planner Jenni.

Plan No.	S141-2021	Construct 14, 000 sf office/service bldg. 1.17 acres/CI
Received	04-07-2021	Martin Family, LLC/Wilson Deegan & Associates, Inc.

**Verbatim Transcript**

**Bob Wilson - Wilson Deegan & Associates, Inc.**

Good Morning everybody my name is Bob Wilson with Wilson Deegan & Associates. The proposal is for a 14,000 sf building in the Forest Hill Industrial Airpark. It is on Lot X6 which is at the intersection of Industry Lane and Commerce Road. Stormwater Management plans have been submitted and are approaching final approval. It is pretty much along the lines of all of the other buildings that we have done for the last few years at the airpark. With that, I will turn it over to DAC.

**Bill Snyder – Volunteer Fire and EMS**

- Building will require a Knox Box if there is a 24hr fire alarm monitoring system. It shall be keyed for the Harford County Fire Service. Contact [wrsnyder@harfordpublicsafety.org](mailto:wrsnyder@harfordpublicsafety.org) to obtain Box.

I have one question do we know what type of occupancy the building will have? The Industrial Park has a wide variety of anything from a business office to industrial. Any ideas on that?

**Bob Wilson** – Well, actually nothing is leased at this time. It is pretty typical of all of the building in there. Right now it is just flex space I do not have that answer for you.

**Bill Snyder** – Ok, no problem.

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**Bill Snyder for Justin Mannion – Emergency Services**

The proposed building must retain the address of 137 Industry Ln. The proposed buildings must display 10" – 12" address numbers and letters, the address must be clearly visible from Industry Ln.

"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 700/800 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.

**Darryl Ivins – DPW Water & Sewer**

The following comments shall be included as conditions of Site Plan approval for the above-described project:

Although this property is within the Maryland American Water Service Area, it is subject to the Adequate Public Facilities requirements for fire flow. The required fire flow for this project is 1500 gallons per minute for two hours during maximum day demand. Either provide documentation by the Maryland American Water Company to the Division of Water and Sewer to verify the fire flow requirements of the Adequate Public Facilities Ordinance can be met or utilize the alternative method provided in the Water and Sewer Design Guidelines to verify that the proposed development will have adequate fire flow. Using the alternative method, the Developer must demonstrate, by way of a certification from a registered professional engineer specializing in fire protection engineering and licensed by the State of Maryland, certifying to the County that the building and use for which a permit is sought satisfies the present ISO Fire Suppression Rating Schedule and, to the extent practical, utilizes fire resistant materials. **This work must be performed before the Division of Water and Sewer may recommend approval of this Site Plan.**

Depending upon the final grading, the tops of sewer manholes MH1 and MH2 may need adjustment. A review of the proposed grading will be performed during the Commercial

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Service Application review, at which time any adjustment of the tops of the manholes must be addressed.

Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

A sampling manhole may be required to be installed, depending upon the proposed use of the building. The determination will be made during review of the Commercial service Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. The Commercial Service Application Number 20142 must be added to the title block of the site plan submitted with the Application for approval. Contact the Division of Water and Sewer Administration and Permitting Section at 410-638-3300 for additional information.

**Glen Hebel – 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 has received final approval as of June 2020.
3. A 20' wide access easement is required to the stormwater management facility for maintenance purposes.
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 stormwater management facilities are the responsibility of the lot owner (s) and shall be stipulated in the association documents.
6. The need for an NPDES industrial discharge permit through The Maryland Department of the Environment shall be investigated by the engineer.

**Highway Design**

1. Computations are required to ensure the existing stormdrain system is adequate to handle the additional runoff from the site.

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2. A utility permit will be required for the construction of the pipe connecting into the drainage structures in Commerce Drive.

**Teresa Eller – State Highway Administration**

Thank you for the opportunity to review the plan. The project is not on a State Highway therefore we have no objection to the approval of the plan.

**Jenni Daniels – Planner**

1. This plan proposes to construct a 14,000 square foot office/service building on a 1.17+/- acre parcel in the CI zoning district.
2. A new version of the landscape plan (L140-2021) shall be submitted to the Department of Planning and Zoning. A minimum of four (4) parking lot trees are required. Additionally, plantings shall be added to the foundation of the building fronting Industry Lane.
3. All proposed signage shall conform to the Sign Code. Permits shall be obtained from the Department of Planning and Zoning.

**Moe Davenport for Len Walinski – Health Department**

This plan proposes to construct a 14,000 sq. ft. office/service building. The site will be serviced by Maryland American Water Company and public sewer.

This office has the following comments regarding this proposal:

1. 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.
2. 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.

If you have any questions, feel free to call.

**Public Comments:**

There were no public comments or questions on this plan.

**NUTTAL AVENUE PARK**

Located on the north side of Nuttal Avenue, east side of McCann Street and west side of Railroad Avenue. Tax Map 65. Parcel 371. First Election District. Council District A. Planner Eric.

Plan No.	S145-2021	Park Development/11.11 acres/R4
Received	04-07-2021	Harford County/George W. Stephens, Jr. & Associates, Inc.

**Clarence Cullum - George W. Stephens, Jr. & Associates, Inc.**

My name is Clarence Cullum with George W. Stephens I have Wayne Karch with me here in the office as well also Mr. Dave Goodwin who is the project manager with Parks & Rec. I believe he is online as well. We are pleased to present the Nuttal Avenue Park. It is roughly 11 acres in Edgewood. We will be developing approximately a 4 acre portion of the site which is bordered by McCann, Nuttal and Goddard Streets. The improvements consists of constructing a walking path with small stop and play features throughout the path with a larger playground and a gazebo centralized on the site. Some additional parking along with some disabled parking is also proposed in the proximity of the new larger play area. Sidewalk improvements are proposed to complete the inter-connection to the community as well as a future dog park area that we are reserving to the east of Goddard Street. Grading and clearing are relatively minor. It is mainly associated with the removal of the remnants of the former military housing that was located there and Lance Street which is a smaller street that basically bisects with the 4 acre portion we are working on. Efforts are being made to reduce tree clearing as possible there on the 4 acre site. We are going to try and maintain as many of those trees as we can to provide some natural shading for the trail, particularly around the gazebo and the side closest to Goddard. The majority of the site is completely open as is. There is a small area of reinforced turf that is being proposed near McCann Street that will be essentially a grass area but it will provide for the numerous portable amenities that Harford County have such as portable stages and movie screens and such. The park hours will be dawn to dusk. Thank you in advance for your review.

**Bill Snyder – Volunteer Fire and EMS**

- Request that one of the sidewalk entrance allow for a pick-up truck sized vehicle to enter the property. Entrance can have a removable post to prevent citizen entry.

**Bill Snyder for Justin Mannion – Emergency Services**

Based on plan, the main entrance appears to be off of YAHDE ST. As such, requesting the park be addressed as 2021 YAHDE ST.

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The name of the park needs to be changed since main access does not occur off of Nuttal Ave. Requesting the park be renamed to a name that is not already in use and is not similar to another park name found in the county.

The future name of the park and address must be clearly displayed on the park sign marked on the plan.

Requesting to have street signs for YAHDE ST installed at both intersection ends if not already done so.

**Darryl Ivins – DPW Water & Sewer**

Clarence, are there any Water & Sewer facilities proposed?

**Clarence Cullum – No**

**Darryl Ivins –** Also, there are two fire hydrants and various valve boxes within the park limits. Will those be removed as part of the park work?

**Clarence Cullum –** Yes, especially if they are out in any of the playing field areas. They will definitely have to be yes.

**Darryl Ivins –** Those fire hydrants are dead. They are not connected to anything live right now and they do not intend to be. If your not that should be part of the work that is identified when the grading work is performed as to remove any of the valve boxes and the fire hydrants on the site.

**Darryl Ivins –** Also, there are existing manholes and cleanouts within the park. I expect they should be abandoned as well. There is a couple of them and the sewers are no longer being used and they are abandoned. That leads to my other comments.

Lots 1, 2, and 3 must obtain public sewer service by connecting to the main in Nuttal Avenue. Gravity services with clean-outs must be shown on the next series of the plan. The water and sewer services for Lot 3 may need to be located on Lot 2 in a private utility easement for the benefit of Lot 3. If basement service is desired, a privately owned ejector pump may be required.

Lot 4 may obtain sewer service through the construction of a public cleanout and a private service in the alignment shown on this series of the plan. The cleanout shall be placed at the edge of the existing public easement. The deed reference for the existing private easement must be placed on the next series of the plan.

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The water services must be designed and shown on the construction drawings. They must be constructed along with the public sewer main as part of the utility work.

The public portion of the water and sewer services must be constructed concurrently for this subdivision. A Residential Service Application (RSA) must be submitted for the construction of the water and sewer services. The contract number for this project 20140. The number shall be placed on the utility construction drawing that will be submitted with the RSA before their initial submittal to the county for review.

**Glen Hebel – 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 must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.
3. A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.
4. Additional topo shall be shown for the outfall to ensure that the adjacent property owner will not be adversely affected by runoff from the site.
5. Discharge pipe locations for the stormwater management facilities must be shown on the plan.
6. A suitable outfall must be provided for the stormwater management facility and shall be approved at the time of final design.
7. A 20' wide access easement is required to the stormwater management facility for maintenance purposes.
8. 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.

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9. Maintenance of the stormwater management facilities are the responsibility of the lot owner.
10. The need for an NPDES industrial discharge permit through The Maryland Department of the Environment shall be investigated by the engineer.

**Highway Design**

1. Sidewalk handicap ramps shall be constructed at the intersections of Yahde Street with McCann Street and Goddard Street at the pc/pt of the curb radius (not diagonally).
2. Upgrade sidewalk along Goddard St to current design standards and extend sidewalk along Goddard St north of Yahde St to connect to existing sidewalk. Extend sidewalk along the north side of Yahde St from Goddard St to the proposed parking.
3. All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.
4. Dedicated right-of-way along Nuttal Avenue. Right-of-way shall extend to the property line on the south side of Nuttal Avenue and 30' from the centerline of the roadway along the north side of Nuttal Avenue.

**Paul Magness – Parks & Recreation**

This plan proposes the development of a passive community park site on the 11.1 –acre site. The proposed area to be developed is 4.15 acres and includes a gazebo, walking trail around the park site, as well as, 30 parking spots, including on-street parking. Additionally, the site will include a playground area and five locations for playground elements around the walking trail. Depending on the cost of the park development, an area of the property site may be developed as a dog park in a future phase. The final name of the park is in discussion. It will not be Nuttal Avenue Park. We are going to call it something else. We are working with official with APG as well as couple citizens in the area who have come up with some suggestions and we will determine which one we are going to go with before the signage is put into place.

**Teresa Eller – State Highway Administration**

State Highway Administration has no objection to the approval.

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**Eric Vacek – Planner**

- The property is zoned R4 (Urban Residential) and totals 11.11+/- acres. The plan proposes construct a park with play equipment and associated parking areas on 4.15 acres. A total of 26 parking spaces have been provided.
- The site is located within the Edgewood Neighborhood Overlay District (ENOD).
- Proposed lighting shall be shaded, shielded, or directed so that the light intensity or brightness does not adversely affect the operation of vehicles or reflect into buildings lots or buildings.
- A Landscaping plan (L146-2021-1) was submitted for review by the Department of Planning and Zoning. A total of twelve (12) trees will be planted on the northern portion of the site.
- Proposed demolition will require that all applicable demolition permits be obtained from the Department of Planning and Zoning and Harford County Health Department. Existing structures that create a non-conforming configuration(s) shall be removed.
- Proposed signage shall conform to the current Sign Code and will require permits from the Department of Planning and Zoning.
- The Department of Planning and Zoning recommends that all storm-water management facilities be planted with appropriate vegetation and fenced for safety purposes if necessary.
- A 50-foot use setback is required-adjacent residential lots. The future dog park must meet all applicable code.

**Moe Davenport for Len Walinski – Health Department**

This plan proposes park development. The site will be serviced by Harford County public water and sewer.

This office has the following comments regarding this proposal:

1. 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.

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2. 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.
3. If any structures are to be razed it 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, they may contact the Permits and Plan Review Division at the HCHD at 410-877-2300.

If you have any questions, feel free to call.

**Moe Davenport** – Are there any additional questions or comments on this plan from DAC members?

**Public Comments:**

**Moe Davenport** – I do not see any questions or comments from the public.

**David Goodwin** – We did receive a letter from Terry & Catherine Lyon. I can forward that if that is easier to do. They had some comments.

**Moe Davenport** – Are they comments for Park & Rec to address?

**Paul Magness** – Yes, they are similar to the comments that they made when we had a public comment period back in January. The Lyons also sent very similar comments at that time.

**Moe Davenport** – If you would like to add them to the record now that is fine. Would you like to address them now?

**Paul Magness** – Just a moment let me pull up their letter. This again is from the Lyons Family, Lyon. Additional comments are provided below for the May 5, 2021 for the park at Nuttal Avenue in Edgewood. Details were previously sent and dated January 4, 2021. Abbreviated comments below. They gave a suggested name of “Veterans Memorial Park of Edgewood”. They had concerns about littering, illegal dumping, and vandalism. They asked to remove the small metal boxes and inground ceramic tubes, former water supplies. Clean up of the wooded wetlands and trash. Add shade trees for the walking paths and parking

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areas. They requested night-time outdoor lighting which may be needed in problem areas. Trim existing overgrown vegetation. Gazebo be it benches and picnic tables over concrete. There is currently a school bus at the entrance of Lance Street and Nuttal Avenue and they raised a question about whether that school bus stop will be relocated. We will follow up with school officials about that.

**Moe Davenport** – Sounds like most of the other concerns are going to be addressed during the development of the project.

**Paul Magness** – Correct.

**Moe Davenport** – If not, they can reach out to you directly. Thank you for that. If there are no additional questions or comments I will conclude our meeting for today. I want to thank you for your attendance.

**Meeting adjourned at 9:30 am.**