

## DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on May 18, 2022, at 9:00 a.m. in the County Council Chambers, 212 South Bond 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
Robert Anderson	DPW Engineering
Bill Snyder	Volunteer Fire & EMS
Cari Biscoe	Health Department
Paul Magness	Parks and Recreation
Crysta Draayer	Planner, Development Review
Daryl Ivins	Water and Sewer
Eric Vacek	Planner, Development Review
Jenni Daniels	Planner, Development Review
Jennifer Freeman	Planning and Zoning

Also in attendance:

Paul Rivas	David Amy
Anne Melamed	Tim Canova
Jennifer Kenney	Cheryl Chavis
Josh Straub	Stephanie Flasch
Jeff Woods	Pam Canova
Richard Harding	Rich McGill
Mike Widenhouse	Bob Wilson
Mohammed Chaudry	Bob Lynch
Christine Medvetz	

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. Mr. Davenport explained that a brief presentation will be given by the consultant for each 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. 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.

**The Highfields – Section II**

Located at the end of Willow Vale Drive, west of Putnam Road. Tax Map 39; Parcels 443 and 462. Fourth Election District. Council District B. Planner Crysta.

Plan No.	P169-2022	Create an additional 13 residential single family lots / 45.73 acres / AG
Received	04/20/2022	The Highfields LLC / Margaret Bachman / Wilson Deegan & Associates

**Bob Wilson – Wilson Deegan Y Associates**

The proposal this morning is for 13 lots on Putnam Road. It will be section 2 of the Highfields subdivision. It is composed of two parcels. The Bachman parcel, which is approximately 15 acres and the remainder of the Highfields parcel, which is approximately 31. Access to all the lots will be an extension of Packard Drive, which is currently under construction.

**Bill Snyder – Volunteer Fire & EMS**

We request the dwellings on the panhandle lots have addresses marked at any point the driveways split to identify each dwelling address number. Signs with directional arrows is recommended. Fire and EMS recommend, or is hoping that, the current driveway from Willow Vale Drive can remain in place in some form for emergency access due to both Packard Drive and Willow Vale Drive being one way in, one way out. The road connection can be completely closed to regular traffic but in some fashion be able to be used in emergency purposes.

**Emergency Services – Read by Bill Snyder**

Proposed structures are to be addressed as follows: Lot 6 - 2030 Packard Drive Lot 7 - 2034 Packard Drive Lot 8 - 2036 Packard Drive Lot 9 - 2038 Packard Drive Lot 10 - 2040 Packard Drive Lot 11 - 2044 Packard Drive Lot 12 - 2042 Packard Drive Lot 13 - 2043 Packard Drive Lot 14 - 2045 Packard Drive. All structures must display the house number where it is clearly visible from Packard Drive. Dwellings on panhandle-lots shall have the addresses marked at any point the driveways split to identify each dwelling's address number. Signs with directional arrows are recommended.

**Health Department – Cari Biscoe**

The Harford County Health Department has reviewed the referenced preliminary plan. This plan proposes to create thirteen single family residential lots from an agricultural parcel. Lots 6 through 11, Lot 13, Lot 14, and Lots 16 through 18 are unimproved and will be serviced by individual wells and onsite sewage disposal systems. Lot 12 is improved with a dwelling and is serviced by an existing well and an OSDS. Lot 15 is improved with a barn and a shed and

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is serviced by an existing well that will be abandoned in the future. Lot 15 will be serviced in the future by a new well and an OSDS. Soil tests were conducted on June 23 and 24, 2003, July 15, 2003, July 29, 2003, September 27, 2006, and November 21, 2013.

In order for the HCHD to continue the review of this proposal, the items listed must be submitted on a revised plan to this office.

- Describe the landscape buffers to ensure it has no potential impact on the proposed OSDS on Lots 17 and 18.
- The septic reserve areas that are below 20,000 sq. ft. must be adequate in size to accommodate an initial sewage OSDS and three future replacement systems based on a four-bedroom dwelling or 10,000 sq. ft. whichever is greater for the proposed dwelling. This office will provide trench lengths to the consultant to aid in this task.
- If SRA's are equal to or greater than 20,000 sq. ft, then the SRA must be adequate in size to accommodate an initial OSDS and two future replacement systems based on a four-bedroom dwelling.
- Indicate the type of well construction for the well listed to be abandoned for Lot 15. If a well tag is present, please indicate such.
- The proposed well on Lot 11 is capturing the Lot 12 well radius. Either 100 feet of separation may be provided between both wells or both wells can be yield tested simultaneously if Lot 12 well has been determined to be acceptable to remain as a working water supply.
- The OSDS must be shown for the existing house on Lot 12 and indicate the type of well construction and if a well tag is present.
- Provide a legend identifying all soil tests as failing and passing.
- Identify all the soil tests located on Lot 18.
- The SRA for Lot 14 only has one soil test, therefore, additional soil tests will be required to determine if the proposed SRA is acceptable.
- The soil type legend symbol does not match the plan.

Upon receipt of the above information, this office will update its comments. Additional requirements may be forthcoming upon review of a revised plan.

This plan must meet all requirements of COMAR 26.04.03 (Subdivision Regulations), COMAR 26.04.04 (Well Construction Regulations), and all local codes and regulations.

**Robert Anderson – DPW Engineering**

**Sediment Control**

**Required Design Standards**

- MDE – Maryland Standards and Specifications for Soil Erosion and Sediment Control, Dec 2011, or latest edition.

**Required Plan Approvals**

- A sediment control plan is required for the development of this site.

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- A grading permit is required.
- Stormwater management must be addressed. A builder's phase sediment control plan will be required for the new home construction.

**Stormwater Management (SWM)**

**Required Design Standards**

- MDE-Maryland Stormwater Design Manual Volumes I & II (October 2000, Revised May 2009) or latest edition
- SWM-Harford County Code Chapter 214.

**Required Plan Approvals**

**(All comments must be addressed to subsequent submittals)**

- SWM Concept Plan
- SWM Site Development
- SWM Final Plan (approval required before issuance of grading permit)

**Required Permits**

- Grading (needs final SWM plan approval before issuance)
- Stormwater Management permit
- Note: Building permits require SWM permits before issuance
- Note: Use & Occupancy permits require SWM facilities to be constructed and inspected.

**Required Easements**

- A 20' wide access easement is required to the stormwater management facility for maintenance purposes.

**Outfall Investigation**

- A suitable outfall must be provided for the stormwater management facility and shall be approved at the time of final design.
- 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.

**Maintenance**

- Maintenance of the stormwater management facility is the responsibility of the lot owner and shall be stipulated in the association documents.
- Practices located on individual lots are the maintenance responsibility of the owner.

**SWM Design Comments**

- A Stormwater Management Concept Plan has been submitted for review and must be approved before preliminary plan approval.
- Stormwater management practices designed for and located on individual lots shall be constructed and inspected before the issuance of use and occupancy permits.
- Discharge pipe locations for any stormwater management facilities must be shown on the plan.

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- Show pipe flow and direction
- Contours need to be labeled
- Please limit plan sheet size to 24" x 36"

**Highway Engineering**

**Required Plan Approvals**

- Road and storm drain plans 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.

**Required Design Standards**

- Harford County Road Code
- Maryland Manual on Uniform Traffic Control Devices (MdMUTCD) 2011 or latest edition (for the pavement striping and traffic control signs).

**Required Permits**

- Residential access permits are required for the proposed driveways off Packard Drive.

**Rights-of-Way/Easements Required**

- Drainage and utility easements are required along all storm drains from the edge of the right-of-way to the end of the outfall treatment.

**Drainage**

- Typical section for Packard Drive between stations 15+19.72 and 27+76.26 shall meet the Harford County Road Code standards for open section roads.
- Grading for the proposed private stormwater management facilities shall be maintained outside of the Harford County right of way.
- Suitable outfalls must be provided for the proposed storm drain systems and shall be approved at the time of final design.

**Design Comments**

- Identify on the plan the limits and existing roadway and drainage features approved as part of the 2017 road and storm drain plans for Packard Drive (Sta. 0+00.00 to Sta. 15+19.72) Harford County 31313.
- On Packard Drive transition from open to close section shall be per Harford County Road Code standards and prevent any discharge of runoff into the close section portion of the road.
- Driveways shall be designed per Harford County residential standards for either close section (at the cul-de-sac) or open section (at the remainder of the road) with culverts (15" minimum size).
- Monumental masonry mailboxes or structures shall not be constructed within the County's right-of-way.
- A school bus cul-de-sac shall be provided on Packard Drive unless the school board determines that one is not required.

**Paul Magness – Parks and Recreation**

No Comments.

**Crysta Draayer – Planner**

- This plan proposes to subdivide two (2) existing parcels to create an additional thirteen (13) residential single-family lots. The property is zoned Agricultural (AG) and totals 45.73 +/- acres.
- Phase I of The Highfields development was approved by Preliminary Plan P02-116-2 and was located on the English Property, which was comprised of two parcels. Parcel 443 consisted of 28.5 +/- acres as of February 8, 1977 and carried two (2) development rights. Parcel 248 consisted of 71.28 +/- acres as of February 8, 1977 and carried seven (7) development rights. Parcel 443 had been in the same ownership since February 8, 1977 and Lots 1 through 5 were created as family conveyance lots for the English family. The two (2) development rights available on Parcel 443 were allocated to Lot 3. The remainder of Parcel 248 (which is now known as Parcel 443) retained the seven (7) original development rights. The Bachman Property (Parcel 462) consisted of 14.31 +/- acres and has been in the same ownership since February 8, 1977. The property carries two (2) development rights and is eligible for family conveyances.
- This plan proposes to utilize the seven (7) development rights from Parcel 443 to create Lots 6 through 9 and Lots 16 through 18. Lots 10 through 15 will be created as family conveyances for the Bachman family. Following the creation of these lots, Parcel 462 will retain two (2) development rights, the allocation of which must be shown on the final plat.
- A new version of the preliminary plan is required to address the following:
  - a. The minimum building setback line for Lot 12 must be clearly delineated and labeled.
  - b. The minimum building setback line for Lot 14 should be delineated along the western property line adjacent to Lot 13.
  - c. The Natural Resource District boundary line must be clearly labeled and expanded to include any land areas exceeding 40,000 square feet with slopes in excess of 25%.
  - d. The proposed Forest Retention Area must be clearly labeled.
  - e. The proposed use shall be included in the general notes section.
- This project is subject to the Harford County Forest Conservation Regulations. A Forest Stand Delineation (FSD03-017-2) has been submitted to the Department of Planning and Zoning and approved. A Forest Conservation Plan (FCP170-2022 (13-

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173)) has been submitted to the Department of Planning and Zoning but cannot be approved. A new version of the Forest Conservation Plan must address the following:

- a. The Natural Resource District boundary line must be clearly labeled and expanded to include any land areas exceeding 40,000 square feet with slopes in excess of 25%.
  - b. The plan must include the signature of a licensed forester, landscape architect, or other approved professional.
- A Landscape Plan (L171-2022) has been submitted to the Department of Planning and Zoning but cannot be approved. A new version of the Landscape Plan is required to include the following:
    - a. The Natural Resource District boundary line must be clearly labeled and expanded to include any land areas exceeding 40,000 square feet with slopes in excess of 25%.
    - b. A Buffer Yard Planting Detail needs to be shown for the proposed 50' landscape buffer.
    - c. The Protective Measures Statement must be included on the plan and signed by the owner/developer.
    - d. The cost estimate needs to be itemized.
    - e. The following notes must be added to the plan:
      - i. Trees are not permitted within ten (10) feet of public utilities.
      - ii. All required landscape material indicated on approved plans will be required through the life of the project and must be replaced if removed or dead after implementation by the property owner.
      - iii. No plant substitutions, type, size, or quantity deviations from the approved landscape or buffer plans shall be made without prior approval from the Harford County Department of Planning and Zoning.
  - The final plat shall clearly define any Natural Resource District associated with steep slope areas on the lots. This project must adhere to Maryland Department of the Environment (MDE) Guidelines for property in a Tier II watershed. Questions regarding the checklist should be directed to MDE.
  - No lighting is proposed at this time. If lighting is proposed in the future, a lighting plan shall be submitted to the Department of Planning and Zoning for review and approval.
  - No signage is proposed at this time. If signage is proposed in the future, it must conform to the Sign Code and permits shall be obtained from the Department of Planning and Zoning.

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**Public Comments:**

Bob Lynch said he is with the law firm of Stark & Keenan. It takes awhile to seeing Mr. Davenport sitting up there as Council President.

Mr. Davenport said I promise you, I am not council president.

Mr. Lynch said I am here representing the Willow Vale Community Association, which as Mr. Wilson indicated, owns the adjacent property situated immediately to this proposed subdivision. I am here primarily to talk about one particular issue. That has to do with the existing right-of-way, which he has correctly delineated on the plan. That right-of-way is of record. I just had a question for Mr. Wilson. Is the proposed subdivision that you have laid out, is that dependent on having that right-of-way in existence?

Mr. Wilson said no. All access to the proposed houses is going to be from the cu de sac.

Mr. Lynch said my clients are concerned about that existing right-of-way remaining. I know it is really a private issue. We are going to be having discussions with the property owners, the Bachmans and the Deigert Trust, to talk about the feasibility of extinguishing that particular right-of-way. I understand the comment from Emergency Services. My only response to that is, we are not talking about a lot of houses. And there are many, many subdivisions in Harford County that have an extensive amount of homes built where there is only one access in and out. And this is a very small subdivision in terms of the context of some of the much larger subdivisions that just have the one way in and one way out. So, I know that it is a private issue. But I just wanted to bring it to the attention of the DAC committee. And there will be subsequent discussions that may result, or may not result, in the elimination of that right-of-way. I do want to talk about a technical question I have just for my own benefit. That had to do with the family conveyance lot that is shown for Lot 14. And this really gets to the, and you and I spoke briefly about it yesterday. My question is really as a lawyer. Mechanically, how is that lot going to be created? It is tacking on an additional property, which we talked about that. The family conveyance exists on the Bachman. But they are going to tack on additional land in order to comply with the code. Does that land have to be transferred to Bachman prior to record plat? Ordinarily, how is that done?

Mr. Davenport said it has to be transferred to the family member. If it is a family conveyance lot.

Mr. Lynch said can the lot be recorded with two owners at this point.

Mr. Davenport said I believe both undersign that record plat. Both owners, the Bachmans and whomever, LLC, owns the other parcel would have to sign the record plat indicating this is how we want the lot lines.

Mr. Lynch said there would not be a separate conveyance from the other property owner to Bachman prior to recordation?



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Mr. Davenport said not to my knowledge.

Mr. Lynch said I am just trying to understand mechanically because I found this interesting. Those are my only comments I have at this point on behalf of the association.

Mr. Davenport said as you heard today, we expect a revised plan, both for the Health Department and to address some of our comments. So, please keep us advised to where you are in your discussions with the owners.

Stephanie Flasch said I had the opportunity to look at the plan. And just for my own knowledge, of Lot 13. We were discussing that Lot 13 is kind of split. And there is a piece of land that actually connects Lot 13. I have never seen that before in any of the things that I have reviewed in the past. Is there a minimum or maximum that makes that technically part of that lot? Because it actually skirts the line and then two pieces make up Lot 13.

Mr. Davenport said it is an hourglass shape there. As long as there is physical connection, there is no requirement on the width of the panhandle or the area t they connect.

Ms. Flasch said so it can go down to 6 inches. It doesn't matter.

Mr. Davenport said it doesn't matter. As long as the lot is buildable. They have to demonstrate the lots buildable. You have a building envelope, you have a septic, and you have a well approved by this.

Ms. Flasch said okay. Because it actually goes behind another lot in order to make Lot 13 meet the code.

Mr. Davenport said 2 acres.

Ms. Flasch said I just have never seen that before.

Gloria Moon said I just have a comment for Mr. Wilson. The access road for emergency services. We have that in Joppa for the Gunpowder Development. It is gated and locked. And it is not paved so Emergency Services can use it, but nobody else can. So that might be a compromise.

Jeff Woods said we just moved into Willow Vale last year. I live at the end of the cul-de-sac at 2302. And my understanding is by looking at this, my backyard is gong to change. There is going to be another lot coming in right behind my house. I believe it will be Lot 14 by looking at it. There are cars coming behind my property and I am wondering. I understand Packard goes in but to get to those homes on the southwest portion. Where is that access road going to be? Is it going to be separating Willow Vale and the property? Or is it going to be on the other side of those homes that are going to be in those lots?

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Mr. Wilson said to Lot 14. Here is the cul-de-sac. The driveway will come down and then come down the property line, probably behind your lot.

Mr. Woods said the access road is going right down the property line.

Mr. Wilson said yes.

Mr. Woods said so would it be coming down, look where it says Woods on the property there. Is there going to be a new road coming right behind my house.

Mr. Wilson said a driveway. A proposed driveway to access the house on Lot 14.

Mr. Woods said I see. So, I am now going to have cars coming right behind my property. I thought perhaps the access road would be in front of those homes. Not to the rear. That is a concern for me. Then the other thing, what is separating my property from the new development? Right now, there is some shrubbery. Is the development going to plant any trees or anything between the subdivisions?

Mr. Wilson said I would assume that part of that tree row is on your property. We certainly don't have the right to take any of those down.

Mr. Woods said true. But I am just trying to see what my backyard is going to look like. When I am out on my back deck, do I still have privacy? But what is going on?

Mr. Wilson said we are certainly not going to disturb anything on your property.

Mr. Woods said I understand that but who is going to have visibility into my property now that didn't.

Mr. Wilson said I probably can't answer that question. I'd have to really go out there and study that area.

Mr. Woods said please, I would like to know that. If there is a problem of visibility or privacy in my backyard, perhaps a fence or something, or trees to block a view. We just put up in our backyard a swim spa, hot tub, those types of things. We are going to have folks coming over and they would probably like some privacy when they are back there and cars not driving by looking at them.

Josh Straub said is the plan to have a through road part of this at all. Or is it just for emergency services? Because I was told it could be potentially a through road where traffic could through the development and continue into the new development.

Mr. Wilson said it is certainly not our intention or proposed on the plan as that. The driveways come off the end of the cul-de-sac and go to the house sites.

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Mr. Davenport said from Putnam Road.

Mr. Wilson said from Putnam Road.

Mr. Straub said if that changes and we had this conversation years ago. People go way too fast down that road as it is. I live in 2342. Right as you come into the development my house is the first one on the left. People fly into the neighborhood. I'll blame it on delivery people and not my neighbors. And they also come flying out of the development to the stop sign. I have had to tell my children to stay off the road. Pets need to be fenced in. The idea of having additional traffic is a nightmare. We don't have sidewalks. The infrastructure is not there. People already drive too fast so please take that into consideration. I am moving is there is a through road.

Ms. Flasch said seems like there is a lot of concern with the drives in the road. Is there an opportunity to work in the plan to maybe not have the driveways to the backside? I know you are dealing with some slopes, but it looks like even the top lots on the upper portion of it could be a cut through instead of going all the way to the back for the last house.

Mr. Wilson said we can look at it but the topography coming to the lots, especially on the lower side is really steep.

Ms. Flasch said Lot 10 and 11. That is what I just referenced how it looks like it doesn't look like it needs to go all the way to the back of the community and take a right up towards Lot 11. It looks like it could come in from 10 and then go to 11 without going all the way to the back of the lot.

Mr. Wilson said That is one way that is could access. I'll talk to the developers about it.

Christine Medvetz said I just have one question. That access road is accessed by hunters. This is Ms. Chavis. This is her property that it goes through. If we keep that road as an easement, what is stopping hunters and potential people from accessing this new neighborhood and using our neighborhood as technically trespassing on Ms. Chavis's lawn.

Mr. Davenport said if you find somebody is trespassing on the property you need to indicate that to the sheriff's deputies.

And audience member said she has done that and he told me he is a police officer. He hunts back there all the time.

Mr. Wilson said once it is developed and the lots are sold and it becomes private property, I would assume the homeowners over there aren't going to let random hunters come in and hunt.

Mr. Davenport said you can call DNR. They have to demonstrate to DNR they have the rights and privileges to hunt wherever they are hunting.

**Caliber 7 Ventures Belcamp Range**

Located on the east side of Belcamp Road, north of Old Philadelphia Road. Tax Map 57; Parcel 108. Second Election District. Council District F. Planner Eric.

Plan No. S172-2022 7,886 Sf. Indoor Shooting Range and a 9,780 Sf. Retail, Warehouse, Office, Food Service Space / 1.93 acres / B3

Received 04/20/2022 Riverside Commercial LLC / Caliber 7 Ventures LLC / Frederick Ward Associates

**Tom Miner – Frederick Ward Associates**

It is a 13-booth shooting range with a proposed food service. It will be operated internally. Along with retail, they will be providing services for gun sales, also first responder equipment sales. And some inventory storage within the structure as well. The address is on Old Philadelphia Road. It is Lot 3 part of the Riverside community that was subdivided some years ago. It is located in a B3 district so proposed is by right. The parcel has parking, the range and the appropriate stormwater management. It has one access located near the end of Belcamp Road near the circle. We propose to be using public Water and Sewer.

**Bill Snyder – Volunteer Fire & EMS**

The building will require a Knox Key box. I will give you the contact information.

**Emergency Services – Read by Bill Snyder**

Proposed indoor shooting range building is to be addressed 1405 Belcamp Road. Proposed retail, warehouse, office, food service building is to be addressed 1407 Belcamp Road. The proposed buildings must display 10” – 12” address numbers and letters, the addresses must be clearly visible from Belcamp Road. “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.

**Health Department – Cari Biscoe**

The Harford County Health Department has extended its approval for the above referenced site plan. The site is located on the east side of Belcamp Road and north of Old Philadelphia Road. This plan proposed the construction of two buildings. The first has a 7,886 sq foot indoor shooting range and the second has a retail warehouse, office, and food service. This site is presently unimproved and will be serviced by Harford County public water and sewer. This office has the following comments regarding the project:

- The HCHD must review and approve all food service and building plans prior to issuance of the building permit, and a food service package must be completed. To request a food service facility review package, the owner or his/her agent should contact the Permits and Plan Review Division at 410-877-2300. If the plan is recognized as a prototype plan, review will also be required by the Maryland Department of Health, Division of Food Control. If there are any questions regarding this review, the applicant should contact MDH.

Additional comments from this office will be provided at the time of the building permit or certificate of 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. 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 – Water and Sewer**

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

The elevation of the proposed site is near the maximum water service elevation for the First Zone of the Harford County water system. The engineer must carefully consider the available water pressure and flow when designing the water service for the site.

The Division of Water and Sewer will permit an alternative water service alignment for the proposed use. The water service may connect to the main in Route 7 and then enter the building on the east side.

Because of the proposed grading on the site, an inside meter setting will be required for this project.

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 building permit cannot be issued until the public utilities are either operational or bonded for construction.

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The name of the water and sewer drawings for this project are “Reserve at Riverside Phase 3 Offsite Water and Sewer”. The contract numbers are 19756 for water and 19757 for sewer. The numbers shall be placed on the utility construction drawings before their initial submittal to the county for review.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Public Works Utility Agreement (PWUA) is required for the construction of the public water and/or sewer mains associated with this project prior to the issuance of a building permit. It is the developer’s/owner’s or their representative’s responsibility to contact the Division of Water and Sewer, Permits Review Supervisor at 410-638-3300 to request the preparation of the PWUA concurrent or following the submittal of the water and sewer contract drawings for this project.

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. Contact the Division of Water and Sewer Administration and Permitting Section at 410-638-3300 for additional information.

**Robert Anderson – DPW Engineering**

**Sediment Control**

**Required Design Standards**

- MDE – Maryland Standards and Specifications for Soil Erosion and Sediment Control, Dec 2011, or latest edition.

**Required Plan Approvals**

- A sediment control plan is required for the development of this site.
- A grading permit is required.
- Stormwater management must be addressed.

**Stormwater Management (SWM)**

**Required Design Standards**

- MDE-Maryland Stormwater Design Manual Volumes I & II (October 2000, Revised May 2009) or latest edition
- SWM-Harford County Code Chapter 214.

**Required Plan Approvals**

**(All comments must be addressed to subsequent submittals)**

- SWM Concept Plan
- SWM Site Development
- SWM Final Plan (approval required before issuance of grading permit)

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**Required Permits**

- Grading (needs final SWM plan approval before issuance)
- Stormwater Management permit
- Note: Building permits require SWM permits before issuance
- Note: Use & Occupancy permits require SWM facilities to be constructed and inspected.

**Required Easements**

- A 20' wide access easement is required to the stormwater management facility for maintenance purposes.

**Outfall Investigation**

- A suitable outfall must be provided for the stormwater management facility and shall be approved at the time of final design.
- 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.

**Maintenance**

- Maintenance of the stormwater management facility is the responsibility of the lot owner and shall be stipulated in the association documents.
- Practices located on individual lots are the maintenance responsibility of the owner.

**SWM Design Comments**

- A Stormwater Management Concept Plan has been submitted for review and must be approved before preliminary plan approval.
- A maintenance inspection shall be conducted for the pond providing stormwater management for the site. Any items listed on the inspection report shall be completed as a condition of the grading permit for the site.
- Stormwater management practices designed for and located on individual lots shall be constructed and inspected before the issuance of use and occupancy permits.
- Discharge pipe locations for any stormwater management facilities must be shown on the plan.
- The need for an Industrial Stormwater NPDEA (National Pollutant Discharge Elimination System) Permit through the Maryland Department of the Environment shall be investigated by the engineer.
- Please show LOD on plans.
- Include Brass Mill Road, Riverside regional SWM quantity facility on a separate plan showing drainage area subareas coming from Caliber 7 Ventures.
- Please add flow direction arrows to pipes.

**Highway Engineering**

**Required Plan Approvals**

- Road and storm drain plans 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.

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**Required Design Standards**

- Harford County Road Code
- Maryland Manual on Uniform Traffic Control Devices (MdMUTCD) 2011 or latest edition (for the pavement striping and traffic control signs).

**Sidewalks**

- Sidewalk shall be extended from the existing handicap ramp on old Philadelphia Road (along the curve fillet) to Belcamp Road and a handicap ramp shall be provided at the end.

**Drainage**

- Suitable outfall will be required for the proposed swale that runs parallel to Belcamp Road since it appears the runoff will reach road at the intersection with Old Philadelphia Road.
- Provide arrows that depict the flow direction of the proposed drainage features.

**Paul Magness – Parks and Recreation**

No Comments.

**Erik Vacek – Planner**

1. The property is zoned B-3 (Business District) 1.93 Acres. This plan proposes to develop a 7,886 square-foot indoor shooting range and associated 9,780 square-feet of retail, warehouse, office and food service space on recorded Lot 3. A total of 62 parking spaces has been provided. The existing plat (137-47 Revised Final Plat Two-Reserve at Riverside) delineating Lot 3 may need to be revised.
2. A revised Concept plan (C105-20022-1) was submitted and approved in April, 2022. The revised Concept plan proposed to replace the residential use to a commercial use.
3. A Community Input meeting (CIM) was held on April 6, 2022. Meeting minutes were forwarded to the Department of Planning and Zoning for addition to the project file.
4. A Forest Stand Delineation (FSD09-095) was previously approved by the Department of Planning and Zoning. A revised Forest Conservation plan will be required for the clearing of platted forest retention areas. There shall be no forest clearing and grading permitted in the buffers for actual commercial construction.
5. A Landscaping/lighting plan (L174-2022-1) has been submitted to the Department of Planning and Zoning. A landscape estimate totaling \$11,760.00 was provided. Foundation plantings are shown on the plan and a buffer yard 'A' was provided. A photometric plan was submitted to the Department of Planning and Zoning. Proposed lighting shall be designed and controlled so that any light shall be shaded, shielded, or directed so that the light intensity or brightness does not adversely affect the adjacent property.



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6. All proposed signage shall conform to the Sign Code and will require permits from the Department of Planning and Zoning. Signs shall not be placed within the County or SHA right-of-way.
7. All applicable permits must be obtained by Maryland Department of the Environment (MDE) and/or Army Corp of Engineers. The Department of Planning and Zoning requests that the approved copies of the permit be provided and placed in the file for information purposes. Impacts to the NRD shall be minimized during the development of the project.
8. Sidewalks should be constructed along Belcamp Road.

**Public Comments:**

No Comments.

**2215 Creswell Road Lot Subdivision**

Located on the east side of Creswell Road (MD Route 543), south side of Nova Scotia Road. Tax Map 57; Parcels 37. First Election District. Council District F. Planner Jenni.

Plan No. P173-2022 Create 4 residential single family lots from remaining land / 52.11 acres /RR

Received 04/20/2022 Crescent Investment Group LLC / Frederick Ward Associates

**Tom Miner – Frederick Ward Associates**

The property is located at 2215 Creswell Road. We are proposing 4 lots to the existing major subdivision. These lots will be serviced by sand mounds. Tested this spring with the Health Department. They will be greater than 2 acre lots, serviced off of well and septic. And the lots will be accessing off of Maryland Route 543.

**Bill Snyder – Volunteer Fire & EMS**

No Comments.

**Emergency Services – Read by Bill Snyder**

Lot 4 is to be addressed as 2221 Creswell Road. Lot 3 is to be addressed as 2225 Creswell Road. Lot 2 is to be addressed as 2301 Creswell Road. Lot 1 is to be addressed as 2305 Creswell Road. All addresses must be reviewed by DES again when structures are proposed on the lots. All future proposed structures must display the house numbers where it is clearly visible from Creswell Road.

**Health Department – Cari Biscoe**

The Harford County Health Department has reviewed the above referenced preliminary plan. The site is located on the east of Creswell Road, south side of Nova Scotia Road. This plan proposed to create four single family residential lots from the remaining lands. Lots 1 through 4 are unimproved and will be serviced by individual wells and on-site sewage disposal systems. Soil tests were conducted on April 29, 2021, April 15, 2021, and April 04, 2022. In order for the HCHD to continue the review of this proposal, the items listed below must be submitted on a revised plan to this office.

- The consultant must delineate a septic reserve area of at least 10,000 sq ft for each lot based on a four bedroom dwelling. Depending on the configuration, additional soil tests will likely be required.
- All soil tests must be shown and a legend must be provided indicating passing and failing soil tests.
- The proposed lots have a stream within the rear of the properties. The required distance from a stream to an SRA is 100'. The consultant must verify this distance.
- Each building lot shall show a proposed dwelling and show placement of septic tank and pump chamber, and any required stormwater management practices.
- Locate any wells and septic systems within 200' of the proposed lots.
- The proposed Lot 4 well is downgradient from the proposed Lot 4 SRA.
- The proposed well radius for Lot 4 is within the SRA for Lot 3 and must be adjusted.
- Percolation test hole 10 is labeled incorrectly and should be labeled failed.

Upon receipt of a revised print, this office will update its comments. Additional requirements may be forthcoming upon review of a revised plan. This plan must meet all requirements of COMAR 26.04.03 (Subdivision Regulations), COMAR 26.04.04 (Well Construction Regulations), and all local codes and regulations.

**Robert Anderson – DPW Engineering**

**Sediment Control**

**Required Design Standards**

- MDE – Maryland Standards and Specifications for Soil Erosion and Sediment Control, Dec 2011, or latest edition.

**Required Plan Approvals**

- A standard sediment control plan shall be required for land disturbing activities exceeding 5,000 square feet.
- A standard sediment control plan may be used; however, disturbances may not be adjacent to an active area of construction.
- Stormwater management must be addressed.

**Stormwater Management (SWM)**

**Required Design Standards**

- MDE-Maryland Stormwater Design Manual Volumes I & II (October 2000, Revised May

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- 2009) or latest edition
- SWM-Harford County Code Chapter 214.

**Required Plan Approvals**

**(All comments must be addressed to subsequent submittals)**

- SWM Concept Plan
- SWM Site Development
- SWM Final Plan (approval required before issuance of grading permit)

**Required Permits**

- Grading (needs final SWM plan approval before issuance)
- Stormwater Management permit
- Note: Building permits require SWM permits before issuance
- Note: Use & Occupancy permits require SWM facilities to be constructed and inspected.

**Required Easements**

- A 20' wide access easement is required to the stormwater management facility for maintenance purposes.

**Maintenance**

- Maintenance of the stormwater management facility is the responsibility of the lot owner and shall be stipulated in the association documents.
- Practices located on individual lots are the maintenance responsibility of the owner.

**SWM Design Comments**

- A Stormwater Management Concept Plan has been submitted for review and must be approved before preliminary plan approval.
- Stormwater management practices designed for and located on individual lots shall be constructed and inspected before the issuance of use and occupancy permits.
- Discharge pipe locations for any stormwater management facilities must be shown on the plan.
- Show potential house layout on lots.
- Show SWM on lots
- Quantity control is not required due to lots being >2 acres.

**Paul Magness – Parks and Recreation**

No Comments.

**Jenni Daniels – Planner**

1. This plan proposes to revise plat 211-30, entitled “2215 Creswell Road House of Worship” to create four (4) residential single family lots from remaining lands. These are the first four (4) lots created under Senate Bill 236, “Sustainable Growth and

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Agricultural Preservation Act of 2012.”

2. The preliminary plan cannot be approved at this time. The following changes shall be updated in a new series submitted to the Department of Planning and Zoning:
  - a. A 60’ minimum building setback is required from Creswell Road (MD 543).
  - b. The location of the dwellings and the access to the lots via individual or common drives shall be shown.
  - c. The label indicating “Test 3 Passed” on Lot 2 shall be relocated on the plan so that the NRD and sand mound boundaries are not covered.
3. This property is subject to the Harford County Forest and Tree Conservation Regulations. A Forest Conservation Plan (FCP65-2020) has previously been approved by the Department of Planning and Zoning. A revised plan has been submitted to show the location of the proposed lots.
4. A landscape plan (L61-2020-3) has been previously approved by the Department of Planning and Zoning. This approved plan shows a 50’ Type E buffer located on the boundary of the property and adjacent AG zoned lands. These buffers shall be recorded on the final plat. The existing trees to be credited toward the required buffer yard must remain for the life of the project and be replaced if removed.
5. If common drives are proposed for any lots, a common drive agreement shall be provided for the use, maintenance, and responsibility of the common drive. It shall be recorded with the final plat.
6. Portions of the property are located within two existing Water Source Protection Districts and shall be subject to Section 267-66 of the Harford County Code.
7. Historic Preservation Commission review is not required for this plan as the extant historic site, Elsnor-Smith Farm (HA-2257), is not a designated Harford County Historic Landmark.

**Public Comments:**

Bob Lynch said I had a question for Ms. Daniels. You mentioned the 60-foot minimum setback. Is that because it is on an arterial road.

Ms. Daniels said yes.

Mr. Lynch said that is pretty standard.

Ms. Daniels said yes.

Mr. Lynch said does that required plantings within that 60 foot.

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Ms. Daniels said I don't think so.

Mr. Davenport said no. It is just a setback from an arterial road.

**Aumar Village Residential**

Located between Bel Air Road (MD Route 1) & Harford Road (MD Route 147); west side of Mountain Road (MD Route 152). Tax Map 55; Parcels 76, 741 (Lots 48 & 49), and 778 (Lot1). Third Election District. Council District B. Planner Eric.

Plan No. P176-2022 Create 2 additional residential lots to existing Aumar Village Residential Subdivision using Conventional with Open Space design standards /35.73 acres / R2 and B3

Received 04/20/2022 Aumar Village Residential, LLC / EN Engineering, LLC

**Bob Capalongo – EN Engineering, LLC**

The client is proposing to add 2 buildable lots. One is an existing home at 102 Mountain Road. The existing home being renovated on the corner of Mountain Road and Easy Street. And proposing to build a new home. A new single family detached home on Lot 87 as shown on the drawings.

**Bill Snyder – Volunteer Fire & EMS**

No Comments.

**Emergency Services – Read by Bill Snyder**

Existing house located on Map 0055, Parcel 0778, Lot 1 is to be readdressed to 2401 Easy Street. The structure must display the updated house number where it is clearly visible from Easy Street. Any future changes to the access of this house will require addressing to be reviewed and approved by DES again. Please indicate driveway/access for this structure on any future plans/changes. Proposed dwelling identified on lot 87 on the revised plan is to be addressed as 2403 Easy Street. The structure must display the house number where it is clearly visible from Easy Street.

**Health Department – Cari Biscoe**

The Harford County Health Department has reviewed the preliminary plan. The site is located between Bel Air Road and Harford Road, west side of Mountain Road. This plan proposes to create two additional residential lots to the existing Aumar Village residential subdivision. Lot 1 is improved with a dwelling and is serviced by an individual well and onsite sewage disposal system. Lot 87 is unimproved and will be serviced by Harford County

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public water and sewer. Prior to further review, the following is required on a revised print to this office:

- The consultant must provide the location of the existing well, provide a well tag number and the OSDS for Lot 1.

Upon receipt of a revised print, this office will update its comments. Prior to approval of the final plat, the following are required:

- Lot 1 must be connected to Harford County public water and sewer.
- The existing well must be abandoned by a Maryland licensed well driller and an abandonment report must be submitted to the Health Department.
- The existing septic tank by a licensed waste hauler and the pump receipt submitted to this office. The tank may then be abandoned onsite by collapsing the lid, filling the void space with clean fill and submitting a report to this office detailing the abandonment procedure.

At the discretion of the Department of Public Works, Division of Water and Sewer, drainage and utility easements should be platted along appropriate tract boundaries to facilitate the connection of neighboring properties to public utilities. This plan must meet all requirements of COMAR 26.04.03 (Subdivision Regulations) and all local codes and regulations. The final plat must bear the master plan conformance statement. In addition, a statement signed by the owner must declare that a community water supply and a community sewerage system will be available to all lots offered for sale.

**Darryl Ivins – Water and Sewer**

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

The note shown below shall be placed on the record plat that creates the new lot:

“The Owner hereby grants the private drainage and utility easement shown on this plat for the construction, maintenance, repair and replacement of the sewer service benefitting the owner of the adjacent property as shown on this plat.”

---

Owner’s Name

Date

The newly created private easement shall be labeled on the plat as “Private drainage and utility easement for the owners of Parcel 778 Lot 1.”

A public cleanout shall be installed on the sewer service for Lot 1 at the edge of the public easement.

The existing cleanout must be located at least five feet away from the foundation of the proposed house. Either the house must be shifted away from the edge of the easement, or the cleanout must be moved away from the edge of the easement. The limit of County maintenance will remain at the cleanout.

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A Residential Service Application must be completed for Lot 1 and Lot 87 by the property owner before building permits may be approved. Contact the Harford County Division of Water and Sewer, Administration and Permitting Section at (410) 638-3300 for more information.

**Robert Anderson – DPW Engineering**

**Sediment Control**

**Required Plan Approvals**

- A standard sediment control plan shall be required for land disturbing activities exceeding 5,000 square feet.
- A grading permit is required.
- Stormwater management must be addressed.
- Revise sediment control plan to show LOD for the 2 lots.

**Stormwater Management (SWM)**

**Required Design Standards**

- MDE-Maryland Stormwater Design Manual Volumes I & II (October 2000, Revised May 2009) or latest edition
- SWM-Harford County Code Chapter 214.

**Required Permits**

- Grading (needs final SWM plan approval before issuance)
- Stormwater Management permit
- Note: Building permits require SWM permits before issuance
- Note: Use & Occupancy permits require SWM facilities to be constructed and inspected.

**Required Easements**

- A 20' wide access easement is required to the stormwater management facility for maintenance purposes.

**Maintenance**

- Maintenance of the stormwater management facility is the responsibility of the lot owner and shall be stipulated in the association documents.
- Practices located on individual lots are the maintenance responsibility of the owner.

**SWM Design Comments**

- A Stormwater Management Concept Plan has been submitted for review and must be approved before preliminary plan approval.
- Stormwater management practices designed for and located on individual lots shall be constructed and inspected before the issuance of use and occupancy permits.
- Discharge pipe locations for any stormwater management facilities must be shown on the plan.
- Show flow arrows on storm drain.

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- Show Lot 1 added to plan and subdivided areas.
- Show how SWM will be addressed for the 2 new lots.

**Paul Magness – Parks and Recreation**

This plan proposed 26 single family lots and 61 townhouse lots on a 35.73-acre parcel. The open space required for the project is 2.72 acres, with 1.36 acres of active open space. The plan proposes 6.3 acres of open space with 1.36 acres of active open space. Proposed active open space amenities include 2 park areas and proposed trails on the property. The trail system for the property should be asphalt or concrete and a minimum of 6' wide. Something needs to be put in place at the end of Rose Bud Court and Easy Street cul-de-sacs to prevent vehicle access to the trail. A removeable bollard that can be locked but still allows maintenance vehicle access, when needed, is a viable option. When any portion of the trail crosses a stream, wetlands buffer, flood protection setback, or other environmental features, the trail connection must be maintained over these environmental features for this section of trail to count towards the active open space requirement. This could be achieved with a walking bridge, raised boardwalk, or similar structure. The contractor should work with the appropriate permitting agencies to determine the most appropriate structure that can be permitted to maintain the connection. The proposed park areas shall be no more than 2.5% grade and be clearly marked with signage identifying them as community open space. The area to the west of Jacqueline Court should include fencing with access points along the road to keep it separate from the road. In addition to a less than 2.5% overall slope, the open lawn recreation area needs to be mowed every 7-10 days in season to qualify as active open space.

**Erik Vacek – Planner**

- The revised preliminary plan proposes to create 2 additional lots to the existing Aumar Village residential subdivision. One of those lots has an existing structure.
- All applicable recorded plat(s) and associated documents affecting this revised Aumar Village Concept Plan shall be revised.
- A revised Forest Conservation Plan (FCP) was submitted to the Department. The preliminary plan references Forest Retention/ Reforestation areas on boundary plat 206-22. The consultant shall clarify the acreage of residential development included as part of the FCP calculations.
- A Landscaping and recreation plan shall be submitted to the Department of Planning and Zoning with the preliminary plan submission. Buffer yard 'E' is required between R2 (Urban Residential) and AG (Agricultural) zoned properties.
- There are streams, slopes, wetlands and 100-year floodplain located on the proposed site. Appropriate NRD buffers shall be delineated on the plan. The property is located within a Tier 2 watershed-impacts to the NRD should be minimized. NRD (Natural



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Resource District) is not permitted on the proposed lots. No forest clearing is permitted within the NRD or associated buffers at any time for actual home construction. Forest Retention areas may not be located on any of the proposed lots.

- A Homeowner's Association (H.O.A.) must be established/updated for the additional new and existing lot(s).
- The provided plans show townhouse unit diagrams with single driveways. Minimum parking requirements must be met for each dwelling type proposed.

**Public Comments:**

No comments.

**Meeting adjourned at 10:04 am.**