

## DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on June 2, 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 Operations
Patrick Jones	Soil Conservation District
Brian Phipps	Health Department
Len Walinski	Health Department
Darryl Ivins	DPW Water & Sewer
Robert Anderson	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
Eric Vacek	Planner, Development Review
Jennifer Freeman	Planning and Zoning

Those in attendance:

Moe Davenport	Daryl Ivins
Eric Vacek	Brad Stover
Jennifer Freeman	David Taylor
Bill Snyder	Justin Mannion
Robert Anderson	Sr. Deputy Niles
Bob Frank	Bill Frank

**Moe Davenport** – I would like to welcome everyone to the June 2, 2021 meeting of the Development Advisory Committee. I am Moe Davenport with Harford County's Department of Planning & Zoning. We have a number of DAC members with us today from the County. We have two plans on the agenda today and they are both for Patterson Mill Professional Building. 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. If you would like at any time you can type in your questions or comments in the side bar and we will have time at the end of the meeting to answer those questions or comments. With that, we will get started with today's plan. Consultant for the project, good morning.

**Patterson Mill Professional Building-Preliminary**

Located on the northeast corner of Patterson Mill Road and Emmorton Road (MD 924).  
Tax Map 56; Parcels 298 and 377. Third Election District. Council District C. Planner Eric.  
Plan No. P195-2021 Create Lots 1 & 2 /7.711 acres/RO & R1.  
Received 05-05-2021 3231-3233 St. Paul Street, LLC/David G. Taylor & Associates,LLC.

**Patterson Mill Professional Building-Site**

Located on the northeast corner of Patterson Mill Road and Emmorton Road (MD 924).  
Tax Map 56; Parcels 298 and 377. Third Election District. Council District C. Planner Eric.  
Plan No. S196-2021 Construct a 36,800 sf medical office building on Lot 1 /3.222  
acres/RO.  
Received 05-05-2021 3231-3233 St. Paul Street, LLC/David G. Taylor & Associates,  
LLC.

**Verbatim Transcript**

**Brad Stover**

I am Brad Stover, for the developer. With me is David Taylor, the engineer for the project, Paul Thompson, the architect, and Bob and Bill Frank, developer of the project. We are here on the Patterson Mill Professional Center. This was subject to 2 Board of Appeal cases. Case number 5900 modified by Case 5923 and there is a series of 8 conditions of approval, which includes submission to DAC of the site plan subdivision plan.

**David Taylor – David G. Taylor & Associates, LLC**

I am presenting a plan for the Patterson Mill Professional building. It is a 7.7 acre piece of property at the corner of Patterson Mill Road and Emmorton. It is split zoned RO and R1. We are proposing to develop the RO portion in accordance with the Board of Appeals Cases that Brad previously mentioned. The proposed is for a 18,000 square foot medical office building. We have 2 entrances, one off 924 and one off Patterson Mill. We have Stormwater Management Facilities provided. We have designed the site to abide by the conditions of the case. We are proposing to extent the sewer from public sewer through the property. We are subdividing the property into 2 lots down the zoning line. We are proposing signification area of Forest Conservation Easement. A portion of which will be cleared of trees and species and deadwood and replanted with native wetland tolerant vegetation trees. We also have a Type "A" buffer along the proposed property line near Patterson Mill Road. We also submitted a landscape plan, a forest conservation plan and a forest stand delineation plan for review.

**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. Due to the high likelihood of EMS responses to this building, an area should be marked in the parking lot, near the entrance where elevators are located, as: NO PARKING – AMBULANCE PARKING ONLY. It doesn't have to be a designated parking space. It just needs to be an area right where the elevators are on the Emmorton Road side. I am assuming that will be the main entrance. Only non-combustible landscaping should be used directly next to the building. They would ask to use the house before demolition for non-burn training.

Mr. Taylor asked if it is the parking garage underneath.

Mr. Snyder said the most obvious spot for the ambulance to come in. They are going to remain out by the Emmorton Road side so they can access the elevators easily. You don't need to save a parking spot. Please mark it with no parking or stopping.

**Justin Mannion – Emergency Operations**

In regards to the proposed building, we just ask that it is addressed at 1705 Emmorton Road. That was decided on entry way. The proposed building must display 10" to 12" address numbers. The address must be clearly visible from Emmorton Road. We also ask that a sign of the address is posted and displayed at the entrance off of Patterson Mill as well. The only question I have is in regards CC cameras. Is there any intention for those to be put into the building or not. And if so, is that something DES might be able to get access to.

Bob Frank said yes. They are going to have exterior, interior and parking lot cameras.

Mr. Mannion asked if DES might be able to get access to those. They can talk later.

Mr. Taylor said that seems like a reasonable request. We can talk later.

**Daryl Ivins – Water and Sewer**

A new series of this plan is required to address the following comments, concerns and/or requirements of the Department of Public Works, Division of Water and Sewer, on the above described project:

The offsite sewer main must be reconfigured so that it may be constructed within the existing easements or additional easements must be obtained. If additional easements are proposed, show them on the next series of the plan. It is the developer's responsibility to acquire any construction or access easements that may be required from adjacent property

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owners. The easement labeled as an existing 30' drainage and utility easement along the east side of Parcel 455 is only 20' wide. Refer to Plat 111/22 for the current easement configuration in this area. Show it correctly on the next series of the plan.

Prior to review of the next series of this plan, a plan must be submitted to the Division of Water showing the ground contours clearly and a offsite sewer route that can be permitted. Since the offsite sewer is proposed near the wetland buffer, the buffer, stream, steep slopes, and any other natural features that may be impacted by the sewer construction must be shown on the next series of the plan. If stream bank restoration/armoring is proposed, it must be shown and described on the Preliminary Plan. Permanent stream bank stabilization may be required to protect the proposed sewer main, depending upon the final alignment.

Show the limit of the existing forest and any other features more accurately at the rear of Parcel 455.

A Harford County maintenance easement shall be provided to allow the maintenance of the public sanitary sewer main. It shall extend from the entrance at Route 924 along the driveway and parking area and over the sewer connection to the lot line of lot 2.

The manhole survey information shown for the existing manhole at the point of connection does not match the contours on this plan. Correct the plan as necessary.

Since the development of Lot is not now known, the sewer service to Lot 2 must be removed from the next series of the plan.

Since the road right of way is being reduced as part of this plan, the existing fire hydrant lead in front of proposed Lot 2 must be shortened so that the hydrant will be located between the sidewalk and the edge of the right of way.

A medical office building is required to have an inside meter setting with a reduced pressure type of backflow prevention. The meter vault must be removed from the next series of the plan.

After the above concerns have been addressed on another series of the plan, the following comments shall be included as conditions of Preliminary Plan approval of the above described project:

A new public fire hydrant must be installed adjacent to the proposed entrance along Patterson Mill Road. This new hydrant will provide the required hydrant spacing for a commercial project.

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The existing water service must be abandoned in accordance with standard Harford County requirements as part of the utility work for this project. The locations of the service and a description of the work shall be shown on the utility plan submitted with the Commercial Service application.

All work related to the fire hydrants and the water services shall be performed as part of the utility work for the Commercial Application.

This property on which this project is proposed is currently in the W-5/S-5 category in the Water and Sewer Master Plan. It is the property owner/developer's responsibility to request in writing to the Division of Water and Sewer to have the category designation revised to the W-3/S-3 category. To effect this change, a public hearing must be held in front of the Harford County Council, and the council must decide to approve this request. The water and sewer category designation must be revised to W-3/S-3 before the sewer construction drawings for the project may be approved. The sewer construction drawings must be approved before a subdivision plat may be recorded for the project.

The sewer contract number for this project is 20148. The number shall be placed on the utility construction drawings before their initial submittal to the county for review.

The construction drawings for the public sewer main must be approved before a subdivision plat may be recorded.

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 medical office building is required to have an inside meter setting with a reduced pressure type of backflow prevention. The utility drawings submitted with the Commercial Service Application must show this equipment inside the building.

A new public fire hydrant must be installed adjacent to the proposed entrance along Patterson Mill road. This new hydrant will provide the required hydrant spacing for a commercial project.

Since the road right of way is being reduced as part of this plan, the existing fire hydrant lead in front of proposed Lot 2 must be shortened so that the hydrant will be located between the sidewalk and the edge of the right of way. This work must be performed with the development of Lot 1.

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The existing water service must be abandoned in accordance with standard Harford County requirements as part of the utility work for this project. The locations of the service and a description of the work shall be shown on the utility plan submitted with the Commercial Service application.

All work related to the fire hydrants and water services shall be performed as part of the utility work for the Commercial Service Application.

A Harford County maintenance easement shall be provided to allow the maintenance of the public sanitary sewer main. It shall extend from the entrance at Route 924 along the driveway and parking area and over the sewer connection to the lot line of lot 2.

This property on which this project is proposed is currently in the W-5/S-5 category in the Water and Sewer Master Plan. It is the property owner/developer's responsibility to request in writing to the Division of Water and Sewer to have the category designation revised to the W-3/S-3 category. To effect this change, a public hearing must be held in front of the Harford County Council, and the council must decide to approve this request. The water and sewer category designation must be revised to W-3/S-3 before the sewer construction drawings for the project may be approved. The sewer construction drawings must be approved before a subdivision plat may be recorded for the project.

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

The sewer contract number for this project is 20148. The number shall be placed on the utility construction drawings before their initial submittal to the county for review.

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.

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. The Commercial Service

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Application Number 20147 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.

**Robert Anderson – DPW Engineering**

**Stormwater Management**

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.

Stormwater Management must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.

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.

Discharge pipe locations for any stormwater management facilities must be shown on the plan.

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

The Stormwater Management Pond drains to a class III stream. The plans will need to be reviewed by the Maryland Department of the Environment-Dam Safety Division prior to a small pond approval if the facility is a wet pond or is located with 100' of a flowing stream or proposes extended detention greater than 12 hours.

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

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.

Maintenance of the stormwater management facility (facilities) is (are) the responsibility of the lot owner (s) and shall be stipulated in the association documents.

The need for an NPDES industrial discharge permit through The Maryland Department of Environment shall be investigated by the engineer.

### **Highway Design**

A commercial access permit is required for the proposed driveway.

The width for the proposed driveway on Patterson Mill Rd. can be reduced from 27' to 25' and curve returns from 30' to 25' radii, since truck traffic is not anticipated for the improvements.

The driveway must be paved within the County right-of-way prior to issuance of any use and occupancy permits and provide adequate site distance for a 40-mph design speed.

A 30' right-of-way dedication is required along Patterson Mill Road adjacent to Lot 1.

Where the Developer proposes that the County convey a portion of the existing right-of-way adjacent to Lot 2 to the property owner, the County is willing to proceed with this conveyance provided that the Developer performs the following:

- 1) Final right-of-way adjacent to Lot 2 shall be 30' from the centerline of Patterson Mill Road
- 2) All utilities outside the right-of-way shall be contained in a Drainage & Utility Easement
- 3) Outfall of existing 24" cmp shall be centered in a Drainage & Utility Easement that extends 20' beyond the existing right-of-way line
- 4) All documents including revised subdivision plat and deed conveying the excess right-of-way from the County to the Developer shall be prepared by the Developer and reviewed/approved by the County prior to execution.

A utility permit is required for the water connection within the County right-of-way.

A traffic study was submitted and is currently under review. Once completed, comments will be forwarded to Planning and Zoning.

### **Deputy Niles – Sheriff's Office**

No Comments.

### **Eric Vacek - Planner**

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The proposed site is zoned RO (Residential Office) and R1 (Urban Residential) and totals 7.69+/- acres. The Site plan (S197-2021) proposes to construct a 36,800 square foot structure upon Lot 1. Lot 2 will remain undeveloped at this time.

A Preliminary plan (P195-2021) was submitted concurrent with the Site plan. The Preliminary plan proposes to reconfigure existing lot(s) (Lot 1, Land of Milway, 97-40) and parcels of record. The proposed lots must be labeled. All (affected) of the proposed lots shall be recorded in the Harford County Land Record prior to building permit application for any of the proposed buildings. The preliminary plan must be coordinated with the Forest Conservation plan.

The project is subject to the conditions required as part of an approval granted in Board of Appeals Case No(s). 5900 and 5923. Board of Appeals Case No. 5900 received approval to operate a health service/medical clinic in the RO zoning district. Board of Appeals Case No. 5923 received approval for a modification to operate a health services/medical clinic in the RO zoning district and a variance to disturb wetlands and Natural Resource buffers located on site.

A Forest Stand Delineation (FSD127-2021) was submitted and approved by the Department of Planning and Zoning.

The applicant has submitted a Forest Conservation Plan (FCP197-2021) to the Department. The Forest Conservation plan references a Wetland Enhancement Buffer plan. The FCP does not detail the proposed clearing of the R1 (Urban Residential) lot. A revised series of the plan is required.

A Landscaping plan (L198-2021) was submitted to the Department of Planning and Zoning. Condition No. 5, noted in Board of Appeals Case No. 5923, requires a Buffer Yard 'A' to be located along the northern boundary of the property. Proposed dumpster location shall be identified and screened from view with planting and/or fencing.

A photometric plan was submitted to the Department. Proposed lighting shall be shielded/directed down, and away from neighboring residential property.

The applicant/consultant shall submit architectural elevations/renderings for the proposed project prior to approval and demonstrate that the architecture is substantially consistent with the drawings submitted during the Board of Appeals process.

The Traffic Impact Analysis is under review. A revised or amended study may be required. Questions may be directed to Mr. Alex Rawls of the Department of Planning and Zoning at 410-638-3103.

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All proposed signage shall conform to the Sign Code and will require permits from the Department of Planning and Zoning. The drive aisles shall be clearly marked with appropriate signage. Freestanding signs will not be permitted for future uses. Signs shall not be placed within the County or SHA right-of-way. Signage is not permitted within the required buffer yards. Monumental entrance features/signage is not permitted within the right-of-way, required buffer yards or setbacks.

Mr. Taylor said the Buffer Enhancement plan was combined with the proposed Landscape Plan.

Mr. Vacek said it shows wetland buffer enhancement areas. Is it .07 acres?

Mr. Taylor said that is right.

Mr. Vacek said you are planting that. Do you detail what you are planting in the hatched area? Or is that going to be shown on the stormwater? I see it on the left side.

Mr. Taylor said on the left side of the landscape plan. We are showing the area .584 acres. The planting schedule is below that in notes.

Mr. Vacek said that landscaping is the buffer enhancement plant you referenced.

Mr. Taylor said that is correct.

**Moe Davenport for State Highway**

The MDOT SHA is currently reviewing the Traffic Impact Study (TIS) submitted for this development. When comments become available, they will be forwarded to all interested parties. We will defer making specific requirements for any road improvements until our review of the TIS is complete. If there are any questions, please contact Ms. Teresa Eller.

**Moe Davenport for Health Department**

The Harford County Health Department (HCHD) has extended its approval for the above referenced preliminary plan. The site is located on the northeast corner of Patterson Mill Road and Emmorton Road (MD Route 924).

This plan proposes to revise Parcel 377, Lot 1 Plat 97-40, by consolidating Parcel 298 with Lot 1 to create Lots 1 and 2. The site is currently improved and will be serviced by public water and sewer.

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Prior to final plat approval, the following are required:

Any buildings listed 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, they may contact Permits and Plan Review Division at the HCHD at 410-877-2300.

The location of the on-site sewage disposal system (OSDS) servicing the house must be shown on a print to this office. A photocopy of the OSDS permit was forwarded to the consultant on May 18, 2021.

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

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

The Harford County Health Department (HCHD) has extended its approval for the above referenced site plan. The site is located on the northeast corner of Patterson Mill Road and Emmorton Road (MD Route 924).

This plan proposes to construct a 36,800 sq. ft. medical office building on Lot 1. The site is serviced by Harford County public water and sewer.

This office has the following comments regarding this proposal:

Medical and dental offices may require certain permits and registrations from the Maryland Department of the Environment (MDE).

- MDE requires a facility that generates special medical waste obtain a generator identification number and contract with a special medical waste hauler licensed/certified through the State of Maryland. The applicant/owner should contact MDE at 410-537-3400 for further information if this requirement may be relevant.
- Facilities that conduct X-rays are required by MDE Air and Radiation Management Administration to be registered. If applicable the

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applicant/owner should contact the Radiological Health Program at 410-537-3193.

- 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.
- 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.

**Moe Davenport for Soil Conservation**

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 2011 Maryland Standard and Specifications for Soil Erosion and Sediment Control must be utilized.

All SWM plans in a Use III drainage area require a review and approval from DNR for thermal pollution. Any plans requiring a MD – 378 review must be approved by MDE.

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

For information pertaining to the fee system for the review of sediment and erosion control plans, please contact the Harford Soil Conservation District, 410-638-482. This fee will be collected prior to the review of the site development plan.

**Public Comments:**

There were no public comments or questions on this plan.

**Meeting adjourned at 9:33 am.**