

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on July 21, 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
Jenni Daniels	Planner, Development Review
Jennifer Freeman	Planning and Zoning

Those in attendance:

Moe Davenport	Daryl Ivins
Eric Vacek	Jenni Daniels
Jennifer Freeman	Missy Valentino
Justin Mannion	Teresa Eller
Robert Anderson	Sr. Deputy Niles
Paul Magness	Chelsea Broach
Tom Miner	

Moe Davenport – I would like to welcome everyone to the July 21, 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. I will go over the protocol for the meeting. There will be a brief presentation from the consultant for the projects 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.

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Stack & Store Annex - Preliminary

Located on the northwest side of Bel Air Road (US 1), south of Tollgate Road, and east of Cider Mill Road. Tax Map 49; Parcels 173 and 644. Third Election District. Council District B. Planner Eric.

Plan No. P290-2021 Proposal to combine parcels 173 and 644 / 1.71 acres / B3.
Received: 06/23/2021 Stack & Store Mini Storage LLC / Frederick Ward Associates.

Stack & Store Annex - Site

Located on the northwest side of Bel Air Road (US 1), south of Tollgate Road, and east of Cider Mill Road. Tax Map 49; Parcels 173 and 644. Third Election District. Council District B. Planner Eric.

Plan No. S289-2021 Proposed development of a three story, 25,558 sf self-storage building / 1.71 acres / B3.
Received: 06/23/2021 Stack & Store Mini Storage LLC / Frederick Ward Associates.

Verbatim Transcript

Tom Miner

We are proposing a lot consolidation between the 2 lots with address as 728 Bel Air Road. These are parcels 173 and 644. We will be consolidating these and proposing a 3 story Stack & Store Storage building with associated office and caretaker's apartment. The 3-story building will primarily be used for small storage space for tenants. The parking will be in the front, on the sides and the rear to accommodate the multilevel nature of the project. We will be pulling off the existing entrance from Baltimore Pike and closing off one of the existing entrances that is currently servicing the project. We will be utilizing Harford County Water and Sewer and meeting stormwater management requirements as necessary for the existing parcel as it stands. We plan to be landscaping in the front and the rears, meeting the requirements.

Justin Mannion – Emergency Services

His comments are for both the site and preliminary plan. We ask that the proposed building be addressed as 726 Bel Air Road. That is to give it a different address from the other buildings that seem to be located behind it. I believe that is a different parcel. We can't change that address, so we are proposing that this building have a separate one. The proposed building is to display the building numbers in 10" – 12" lettering. We also ask that the sign that looks to be located at the entrance of Bel Air Road be updated to say 726 and 728 Bel Air Road. That way responders can see there is access to this building and the buildings behind it. And both addresses are displayed. It looks like this building is greater than 5,000 sf so we asked that please consider wiring and electrical connections and other infrastructure that may be needed for in building 700- and 800-megahertz amplifier. This is in regard to public safety wireless radio communications. Contact his office for any questions.

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Daryl Ivins – Water and Sewer

For the Preliminary Plan, 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 proposed water meter must be moved away from the existing public sewer main and outside of the existing Harford County easement. Show the new water meter location on another series of the plan.

This project is served by the Maryland American Water Company. Before the Division of Water and Sewer can recommend approval of this plan, a letter must be provided by the Maryland American Water Company to the Division stating that it has adequate capacity to provide domestic and fire flow to the proposed development. It should be addressed to Mr. David Burke, Chief Engineer.

For the Site Plan, 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 proposed water meter must be moved away from the existing public sewer main and outside of the existing Harford County easement. Show the new water meter location on another series of the plan.

This project is served by the Maryland American Water Company. Before the Division of Water and Sewer can recommend approval of this plan, a letter must be provided by the Maryland American Water Company to the Division stating that it has adequate capacity to provide domestic and fire flow to the proposed development. It should be addressed to Mr. David Burke, Chief Engineer.

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

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 unused existing sewer clean outs shall be abandoned at the main in a method approved by the Division of Water and Sewer. The work shall be described on the utility drawing submitted with the Commercial Service application.

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

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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 20153 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

The comments are for both the Preliminary and Site Plan.

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 shall be provided and designed to the redevelopment criteria of the Harford County Code and the 200 Design manual as amended by Supplement 1.
- 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.
- 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.
- A 20' wide access easement is required to the stormwater management facility for maintenance purposed.
- 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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- Maintenance of the stormwater management facility (facilities) is (are) the responsibility of the lot owner (s) and shall be stipulated in association documents.
- The need for an NPDES industrial discharge permit through The Maryland Department of Environment shall be investigated by the engineer.

Highway Design

No Comments.

Deputy Niles – Sheriff’s Office

No Comments.

Missy Valentino – Board of Education

No Comments.

Paul Magness – Parks and Recreation

No Comments.

Eric Vacek - Planner

- This property is zoned B3 and totals 1.71+/- acres. A preliminary plan (P290-2021-1) was submitted concurrent with the Site Plan (S289-2021-1). The preliminary plan proposes to consolidate two (2) existing parcels (Parcel(s) 173 & 644) and create one (1) commercial lot. The preliminary plan further proposes to reconfigure and reduce the area of parcel 62. The Department of Planning and Zoning shall require that the lots be recorded prior to building permit application. This site plan proposes to redevelop/construct a three (3) story 100,083 square foot self-storage structure.
- A Forest Stand Delineation/Forest Conservation Plan (FCP291-2021) has been submitted to the Department. No forest was identified on the subject property. A total 0.257 acres of afforestation is required for development of this project. The consultant has proposed to meet the afforestation requirement through the planting of on-site, individual trees.
- A Landscaping (L294-2021-1) was submitted for review by the Department of Planning and Zoning. Approval shall be required prior site plan approval and

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issuance of any building permits. Foundation plantings were provided and an itemized estimate totaling \$1,500.00, was submitted to the Department of Planning and Zoning.

- The required parking is six (6) spaces. The project proposes a total of 44 spaces and 11 storage spaces. Parking in excess of 130% requires pervious paving. The paving must be inspected prior to approval of the Use and Occupancy Permit. The owner(s) of the lots must routinely maintain and inspect the pervious structured paving to ensure that it is functioning effectively.
- 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.
- All proposed signage shall conform to the Sign Code and will require permits from the Department of Planning and Zoning. Drive aisles shall be clearly marked with appropriate signage. Signs shall not be placed within the County or SHA right-of-way. All appropriate cross easements for ingress and egress shall be clearly delineated on the final plat.
- All structure/buildings to be razed will require that all applicable demolition permits be obtained from the Department of Planning and Zoning and Harford County Health Department. Any existing structures that create a non-conforming configuration shall be demolished prior to final plat approval.
- Proposed dumpster locations shall be screened.
- Existing sign on private road parcel.

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 northwest side of Bel Air Road (U.S. Route 1), south of Tollgate Road, and east of Cider Mill Road.

This plan proposes to consolidate Parcels 173 and 644 into a single parcel. The site is presently improved with structures and is serviced by Maryland American Water Company

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and as noted on the preliminary plan, a septic system. The site in the future will be serviced by Maryland American Water Company and Harford County public sewer.

The consultant provided this office with a revised print on July 15, 2021, by removing the statement from the plan indicating a septic system was located on the property. The site is serviced by public sewer.

Prior to final plat approval, the following is 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 the Permit and Plan Review Division at 410-877-2300.

The final plat must bear the master plan conformance statement. In addition, a statement signed by the owner must state a community water supply and/or a community sewerage system will be available to all lots offered for sale. A note must be placed on the final indicating that water service is provided by Maryland American Water Company.

The Harford County Health Department (HCHD) has extended its approval for the above referenced site plan. The site is located on the northwest side of Bel Air Road (U.S. Route 1), south of Tollgate Road, and east of Cider Mill Road.

This plan proposes the development of a three story 25,558 sq. ft. self-storage building. The site is serviced by Maryland American Water Company and Harford County public sewer.

The consultant provided this office with a revised print on July 15, 2021, by removing the statement from the plan indicating a septic system was located on the property. The site is serviced by public sewer.

This office has the following comments regarding this proposal:

- 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 all paving is completed.
- Additional comments from this office may 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.

Public Comments:

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The first comment is from Jacqueline Delisle, Esquire. She is representing Nichols Belair Properties LLC, G&N III LLC, BSC Plaza Inc, G&N Properties LLC. This comment is directed to the Site Plan. The adjoining property owners have no objections to the preliminary plan. We will be working with Stack and Store in connection with the relocation, removal, restoration etc. to eliminate impact of the removal of the existing retaining wall(s) shown at the southerly side of the subject parcel. Contact has been made with the project engineer at FWA and it is anticipated that my clients engineer and FWA will be able to resolve potential runoff, grade issues and stabilization.

Mr. Davenport said it doesn't seem like a question. Sound like they will be working with Frederick Ward and the owners to finalize the detailed plans.

Mr. Miner said they have reached out, and we will be working with them.

Mr. Vacek read the second comment is from Anonymous. New headset is not working, sorry. That might be Teresa Eller. The third comment is a follow up. If Harford County is requiring a RIS we would like the opportunity to review it, otherwise we request roadway improvement plans be submitted for the closure of the existing entrance as well as any improvements which may be needed at the proposed entrance.

Mr. Davenport said a Traffic Impact Analysis was not required because the trip generation does not meet the thresholds that are required by our adequate public facilities ordinance. Mr. Miner should work with SHA on the closure of that entrance.

Mr. Vacek read one more comment. It is from Jacqueline Delisle. On that basis and in anticipation of the resolution of that issue prior to release of a grading permit, the adjoining property owner has no objection to the site plan.

Edgewater Station Senior Housing

Located southwest side of Emmorton Road (MD 24), southwest side of Edgewood Road (MD 755), north of Harwood Road. Tax Map 65; Parcel 838. First Election District. Council District A. Planner Jenni.

Plan No.	P287-2021	Proposed Housing for the Elderly with 68 dwelling units / 5.47 acres / R3.
Received:	06/23/2021	Grafton Shop Road, LLC / Frederick Ward Associates.

Tom Miner

It is a Senior Housing project located of Edgewood Road. The parcel number is 838. We are proposing a 68-unit apartment for senior housing. Along with associated parking we are asking for a parking reduction waiver. Along with an active open space waiver. We will be providing various amenities for the senior housing including bocci ball, a patio, pickle ball

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courts along with interior amenities in the interior community portion of the building. We will also be requesting a Forest Conservation offsite for trees. It will be partially in the rear of the building and partially offsite. The site is going to be serviced by public water and sewer. And we will be providing stormwater management onsite.

Justin Mannion – Emergency Services

We ask that the proposed building remain addressed as 904B Edgewood Road. We ask that the numbering and lettering be display on the buildings in 10” – 12” lettering. Also display the address at the entrance off Edgewood Road. That way it is clear for responders. It looks like this building is greater than 5,000 sf so we asked that please consider wiring and electrical connections and other infrastructure that may be needed for in building 700- and 800-megahertz amplifier. This is in regard to public safety wireless radio communications. Contact his office for any questions.

Daryl Ivins – Water and Sewer

Although a new series of this plan is not required, the developer must provide the Division of Water and Sewer with a sewer capacity study to verify that there is adequate capacity in the downstream sewer mains as required by the Adequate Public Facilities ordinance. When completed, the study should be submitted to the attention of Mr. David Burke, Chief Engineer. This work must be reviewed and approved by the Division of Water and Sewer before approval of the plan can be recommended. Additional conditions of approval may be necessary depending upon the findings of the capacity study.

After the adequacy of the sewer system has been determined, the following comments shall be included as conditions of Preliminary Plan approval:

The easement for the existing sewer main that crosses the property is 40 feet wide. Any documents prepared for this development must show the easement correctly.

The compaction effort for the soil over the existing sanitary sewer main that crosses this property is unknown. It shall be the Developer’s responsibility to perform any tests necessary to verify that the soil will support the proposed improvements to the site. Harford County will not be responsible for any structural failures as a result of inadequate soil compaction.

There is proposed grading and soil fill around existing manhole 65141 of Contract No. 6065. As a result, the manhole must be raised by replacing the existing cone section. Additional brickwork or riser rings will not be accepted to accomplish this work. The work must be shown on the utility drawings submitted with the Commercial Service Application.

Manhole 65142 from Contract No. 6065 located in the entrance road must be lowered as part of this project. The method by which this will be accomplished must be shown on the utility plans submitted with the Commercial Service Application.

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There are at least five existing sewer services from the sewer main that crosses the property to the lots that front on Edgewood Road. The cleanouts for these services must be located, protected during construction, and adjusted to grade as part of the utility work 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.

The location of the water meter will be determined during preparation and review of the Commercial Service Application.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial 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 20154 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.
- 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.
- 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.

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

Highway Design

No Comments.

Deputy Niles – Sheriff's Office

No Comments.

Missy Valentino – Board of Education

The project is located in the Edgewood Elementary, Edgewood Middle and Edgewood High School attendance area. But since it is a Senior Housing project it is expected to have minimal impact on capacity.

Paul Magness – Parks and Recreation

This project proposes 68 multi-family housing units for the Elderly on a 5.47-acre property. The project requires 1.09 acres of open space with .5 acres of active open space. The project proposes 3.83 acres of open space and .26 acres of active open space. The active open space uses as proposed are acceptable. However, the .5 acres of required active open space shall be met onsite. A new plan will need to be submitted for review.

Teresa Eller - State Highway Administration

I also commented that this may need a TIS. But of course, that is contingent upon if the County is requiring that. Regardless, we will require an access permit for the entrance onto the state highway including any roadway improvement that would be required.

Jenni Daniels - Planner

- The plan proposes to create Housing for the Elderly with 68 units in the R3 zoning

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district.

- The Forest Conservation Plan (FCP288-2021) cannot be approved at this time. An off-site reforestation plan shall be submitted before the FCP can be reviewed.
- A Landscaping Plan (L293-2021) has been submitted and is under review by the Department of Planning and Zoning.
- Deeds of Covenants and Restrictions shall be recorded with the Final Plat to restrict the age of occupants within the Housing for the Elderly development.
- The project is located entirely within the Edgewood Neighborhood Overlay District and is subject to regulations found in Harford County Zoning Code Section 267-65.
- An architectural rendering of the building façade shall be submitted to the Department of Planning and Zoning as part of the approval process. The renderings shall demonstrate how the project will meet the standards outlined in the zoning code. Architecturally harmonious materials, colors, textures, and treatments shall be used for all exterior walls. Contrasting colors that accent architectural details and entrances are encouraged. Preference shall be given to brick or frame buildings. Rear facades shall be of finished quality and shall be consistent in color with the rest of the building.

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 southwest side of Emmorton Road (MD Route 24), southwest side of Edgewood Road (MD Route 755), north of Harewood Road.

This plan proposes Housing for the Elderly with 68 dwelling units. The site will be serviced by public water and sewer.

This office has the following comments regarding this proposal:

The Health Department encourages the owner/developer to consider smoke-free housing. 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. Additional comments from this office will be provided at the time of the building permit or tenant/occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

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

Public Comments:

Ms. Daniels read a comment from Valerie Jackson. Will a wall or fence separate the property from existing residential homes? If so, please explain the length and type (construction material) of fence/wall, to include height.

Mr. Miner said currently no fence is proposed. The existing sewer easement is along there as well. So that would potentially cause some coordination with Water and Sewer as well if we are going to be putting fencing on their easement.

Mr. Davenport said if Ms. Jackson is listening, she can contact him or Jenni Daniels for any further questions and get copies of the Landscape or Forest Conservation Plan.

Ms. Daniels read another comment from Ms. Jackson. What are the proposed traffic management plans?

Mr. Davenport said they are proposing one entrance to Edgewood Road which will have to be permitted through the State Highway Administration. It would have to meet the State Highways requirements for access. I don't know if they have any determination about their curb radius, returns, accel or decel.

Ms. Eller said they have a center turn lane. They also have a depressed curb already. We will know more once we get the plans in.

Ms. Daniels read a comment from Ms. Jackson. How many floors are each unit?

Mr. Miner said each unit is on its own floor. It is a four-story structure.

Ms. Jackson commented, Thank you. I will contact you directly for additional information.

Meeting adjourned at 9:37 am.