

ROAD CONSTRUCTION CODE - Revised November 17, 1987

Sec. 100-7

This article shall be known as the "Harford County Road Construction Code" and is hereinafter referred to as the "Code."

Sec. 100-8. Definitions.

As used in this Code:

- (a) Road includes street, highway, avenue, lane, alley and viaduct, or any segment or part of the length thereof.
- (b) Construction and constructed includes reconstruction and reconstructed, but shall not include maintenance.
- (c) Subdivision means any division of land in which the owner or owners shall create streets, roads, avenues, lanes, alleys with or without lots or building sites. In addition, the term subdivision shall include any division of lands, by plat or by deeds containing metes and bounds descriptions, in which new streets, roads, avenues, lanes, alleys are created to serve interior building lots not fronting on a public highway. The term subdivision shall include the conveyance of building lots along a public highway for the purpose of developments by a series of three or more deeds in which metes and bounds descriptions are employed, unless each lot is two (2) or more acres in area and with two hundred (200) feet or more of road frontage. This definition is not intended to include a testamentary division of land; a division of land upon dissolution of a bona fide partnership in existence for two or more years; a division of land among the immediate members of a family for personal use, and not for development; or a division of land for agricultural purposes.
- (d) Drainage structure includes culvert, bridge, storm sewer, catch basin, canal, ditch, subsurface drain and any structure or water-course designed to carry off surface or other waters.
- (e) Person includes individual, association, firm, partnership, corporation but does not include governmental agency, whether County, Federal, State or Municipal.
- (f) Director means the Director of the County Department of Public Works and his duly authorized agents.
- (g) Dedication plat means any plat conforming to law, duly recorded among the land records of the County, which has the legal effect of dedicating one or more rights-of-way to public use.
- (h) Permittee means a person, firm or corporation who has applied for and holds a valid permit in full force and effect, issued by the Director of the Department of Public Works, authorizing construction in a public

right-of-way.

Sec. 100-9. Applicability of Code.

This Code shall apply to all roads within the county other than: (1) Roads lying within the limits of any incorporated city, town, or village of the county or which may hereafter be created, insofar as the city, town, village or taxing area has the authority to enact or adopt regulations on the subject matter of this Code; (2) state roads; (3) federal roads; and (4) roads on a private right-of-way.

Sec. 100-10. Standards and specifications.

Except as otherwise provided, the construction of all roads shall conform to the minimum requirements, standards and specifications hereinafter provided. Whenever used in this Code, the word "standards" means Harford County Design Standards, and the word "specifications" means Harford County Standard Specifications. The Administrative Assistant to the County Commissioners shall keep among his official records the standards and specifications, as adopted by the Commission, together with any amendments thereto, signed by the Chairman of the Commission and attested by the Administrative Assistant thereof. The Director of Public Works shall also prepare and make available to the public printed copies of this Code and of such standards and specifications, and they shall be given such free distribution or sold for such price as the Commissioners may by resolution determine.

Sec. 100-11. Classification and minimum requirements.

Roads not specifically classified in any zoning or master highway plans approved by the Harford County Planning and Zoning Commission shall be classified as provided in this section by the Planning and Zoning Commission after first receiving the recommendations of the Subdivision Review Committee.

All roads shall be classified as provided in this section and minimum requirements for each class are hereby established as follows:

- (A) "Arterial Road" means a major road primarily serving mobility functions (through traffic movements) rather than access functions. The arterial serves trips of moderate length, and interconnects with other arterials and/or county collector roads to move traffic between local and regional generators such as schools, shopping centers and large residential developments.
  - (1) Width. The right-of-way for all arterial roads shall be at least sixty (60) feet wide. Arterial sections are depicted on standards R-3 and R-4.
  - (2) Construction. Order of construction shall consist of grading of the entire right-of-way, installing drainage structures, paving, and installing curbs

and gutters, all to comply with standards R-3 and R-4. Sidewalks shall be constructed on both sides of the road where the average width of the lots is less than one hundred (100) feet at the building line, unless the Planning and Zoning Commission shall decide that, due to the rural character or location of a particular subdivision, or for other just reasons sidewalks need not be built therein or in a specific portion therein.

(3) Standards and Specifications:

- (a) Grading. All grading shall be done in accordance with plans and profiles approved by the Director, Standards R-3 and R-4, and Section 200 of the Specifications.
- (b) Drainage structures. See subsection (f) of Section 100-12 of this Code.
- (c) Paving. Paving width shall conform to Standards R-3 or R-4. Paving thickness shall be designed and is subject to approval by the Director.
- (d) Curbs and gutters. Curbs and gutters shall be installed in closed-section arterial roads according to Standard S-2 and Section 806 of the Specifications.
- (e) Sidewalks. When required, sidewalks shall be constructed in accordance with Standards S-9 and R-3 and with Section 805 of the Specifications.

(B) "Business District Road" means any road which lies within or is contiguous to any area which has been recommended or approved for any class of commercial or industrial use in any zoning or master highway plan approved by the Harford County Planning and Zoning Commission. Business district roads shall be constructed in conformity with the following minimum requirements:

- (1) Width. The right-of-way shall be at least seventy feet wide. Paving shall be at least forty feet wide.
- (2) Construction. The entire right-of-way shall be graded and there shall be installed paving, drainage structures, concrete curbs, and gutters and sidewalks.
- (3) Standards and Specifications:
  - (a) Grading. All grading shall be done in accordance with plans and profiles approved by the director, Standard R-20 and Section 200 of the Specifications.
  - (b) Drainage structures. See subsection (f) of Section 100-12 of this Code.
  - (c) Paving. Paving shall be of the required width and in accordance with Standard Detail R-20, and the applicable specifications

indicated thereon.

- (d) Curbs and gutters. Curbs and gutters shall be built in accordance with Standard S-1 and Section 806 of the Specifications.
- (e) Sidewalks. Sidewalks shall be built in accordance with Standards S-9, and R-20 and Section 805 of the Specifications.

C. "Collector" means a road serving both mobility and access functions that collects traffic and distributes it to other collector and arterial systems and to local activity centers. "Major collectors", as opposed to "minor collectors", provide less direct access points and thus greater mobility.

- (1) Width. The right-of-way for all collector roads shall be at least sixty (60) feet wide. Collector sections are depicted on Standards R-3, R-4 and R-6.
- (2) Construction. Order of construction shall consist of grading of the entire right-of-way, installing drainage structures, paving, and curb and gutter, all to comply with Standards R-3, R-4, and R-6. Sidewalks shall be constructed on both sides of the road where the average width of the lots is less than one hundred (100) feet at the building line, unless the Planning and Zoning Commission shall decide that, due to the rural character or location of a particular subdivision, or for other just reasons, sidewalks need not be built therein or in a specific portion therein.
- (3) Standards and specifications:
  - (a) Grading. All grading shall be done in accordance with plans and profiles approved by the Director, Standards R-3, R-4 and R-6 and Section 200 of the Specifications.
  - (b) Drainage structures. See subsection (f) of Section 100-12 of this Code.
  - (c) Paving. Paving shall be of the required width as shown on Standards R-3, R-4, or R-6, and in accordance with Standard Detail R-1 and the applicable specifications indicated thereon.
  - (d) Curbs and gutters. Curbs and gutters shall be built in closed-section collectors in accordance with Standard S-1 and Section 806 of the Specifications.
  - (e) Sidewalks. When required, sidewalks shall be built in accordance with Standards S-9, R-3, R-6 and Section 805 of the Specifications.

(D) "Residential Road" or "Minor Road" means a road serving local traffic and providing access to individual properties. A "Primary Residential Road" as opposed to a "Minor Residential Road" serves more dense

developments and/or larger traffic volumes. Such roads shall be constructed according to the following minimum requirements:

- (1) Width. Right-of-way widths, road widths, and cross-sections shall comply with Standards R-3, R-4, R-7 and R-8.
- (2) Construction. Residential and Minor roads shall be graded to the full width of the right-of-way, drainage structures shall be installed, and paving and curbs installed. Sidewalks shall be constructed on both sides of the road where the average width of the lots is less than one hundred (100) feet at the building line, unless the Planning and Zoning Commission shall decide that, due to the rural character or locations of a particular subdivision, or for other just reasons, sidewalks need not be built therein or in a specific portion therein.  
Extruded concrete curb is allowed in temporary installations and in subdivisions of 1 1/2 acre or greater lot size. In cul-de-sacs and subdivisions of lot width less than 150 feet, mountable curb shall be used. Seven inch (7") combination curb and gutter shall be used if no units front the road.
- (3) Standards and specifications:
  - (a) Grading. All grading shall be done in accordance with plans and profiles approved by the Director, Standards R-4, R-7 and R-8 and Section 200 of the Specifications.
  - (b) Drainage structures. See subsection (f) of Section 100-12 of this Code.
  - (c) Paving. Paving shall be of the required width and in accordance with Standard R-1 and applicable specifications indicated thereon.
  - (d) Curbs and gutters. Curbs and gutters shall be in accordance with Standards S-1 through S-2 or S-3 and Section 806 of the Specifications.
  - (e) Sidewalks. When required, sidewalks shall be built in accordance with Standards S-9, R-7, R-8 and Section 805 of the Specifications.

(E) "Dual Lane Road" means any road which has two separate roadways divided by an island or grass plot, and designed for one-way traffic in each roadway. (A dual lane road shall be classified as a business district road, or collector road.)

Whenever a dual lane road is constructed pursuant to a zoning or highway plan approved by the Harford County Planning and Zoning Commission, it shall conform to the following minimum requirements:

- (1) Width. The right-of-way shall be at least eighty-four (84) feet. The width of pavement of each roadway shall be twenty (20) feet.
- (2) Construction. The entire right-of-way shall be graded and drainage structures, paving, and seven inch (7") combination curb and gutters shall be installed. Wherever required by this Code for the particular class in which a dual road is placed, sidewalks shall be installed.
- (3) Standards and specifications:
  - (a) Grading. All grading shall be done in accordance with plans and profiles approved by the Director, Standard R-2 and Section 200 of the Specifications.
  - (b) Drainage structures. See subsection (f) of Section 100-12 of this Code.
  - (c) Paving. Paving shall be of the required width and conform to standards and specifications for business district, collector or minor roads according to the particular class in which the road has been placed.
  - (d) Curbs and gutters. Curbs and gutters shall be built on both sides of each roadway of a dual lane road in accordance with Standard S-1 and specifications applicable to the particular classification in which such dual lane road has been placed.
  - (e) Sidewalks. When required, sidewalks shall be built on each side of a dual lane road on the side of the respective roadway upon which the building lots abut, and in accordance with Design Standards S-9 and R-20 as determined by the particular classification of the road, and in accordance with Section 805 of the Specifications.

F. "Townhouse Subdivision Road" means a county-maintained access road to a fee-simple townhouse subdivision. Perpendicular parking pads may access directly from either or both sides; parking pads which are within county right-of-way but are maintained by the homeowners' association.

- (1) Width. Right-of-way, homeowners' maintenance and roadway widths are specified on Standards R-9, R-10, R-11 and R-12.
- (2) Construction. The entire right-of-way shall be graded and drainage structures, paving, curb and gutter, and sidewalks installed.
- (3) Standards and specifications:
  - (a) Grading. All grading shall be done in accordance with plans and profiles approved by the Director, Standards R-9 through R-12, and Section 200 of the Specifications.

- (b) Drainage structures. See subsection (f) of Section 100-12 of this Code.
  - (c) Paving. Paving shall be of the required width and conform to Standards R-9 through R-12.
  - (d) Curbs and gutters. Seven inch (7") combination curb-and-gutter shall be installed within all county-maintained areas. Extruded curb may be installed around the parking pads, which are not to be maintained by the County.
  - (e) Sidewalks. Sidewalks shall be constructed in accordance with Standards S-9 and R-9 through R-12.
- G. "Parkway" means an arterial road with special access and characteristics appropriate to major new development. Desired characteristics incorporate the concept of interesting and scenic travel experience.
- (1) Width. The right-of-way for all parkways shall be at least eighty (80) feet wide. The parkway section is depicted on Standard R-5.
  - (2) Construction. The entire right-of-way shall be graded and paving installed.
  - (3) Standards and specifications.
    - (a) Grading. Grading shall comply with Standard R-5 and shall be done in accordance with plans and profiles approved by the Director.
    - (b) Paving. Paving width shall comply with Standard R-5. Pavement cross-sections shall be designed subject to approval by the Director.

Sec. 100-12. General Provisions.

- (a) Wherever alternative standards and specifications are provided for in the preceding section, any one alternative may be chosen at the option of the person applying for a permit.
- (b) The County Commissioners shall erect name signs at all road intersections at the expense of the developer.
- (c) Temporary turnarounds or cul-de-sacs shall be required wherever the paving of a road ends otherwise than at a paved road intersection. Such turnaround or cul-de-sacs shall be graded, paved and appropriate drainage structures including temporary curbs installed as the County Commissioners find necessary.
- (d) Where a preliminary drainage study indicates that a minimum right-of-way width as established in this Code is inadequate for proper drainage of a particular road, the County Commissioners may require such additional right-of-way as is found necessary for such drainage purposes; provided, that such requirement is made prior to the final approval and recording of a dedication plat among the Land Records of the County.
- (e) The construction of half roads or any road of less than the minimum width as required by this Code is hereby prohibited; provided, that construction of such portions of roads shall be

permitted where the dedicated portion of the road established by a dedication plat and recorded among the Land Records of the County prior to the adoption of this Code is of sufficient width to permit the grading and construction of paving eighteen feet in width with curbs and gutters and sidewalks as are required by the design standards in those section of this Code applicable to the particular classification of the road under construction. No road shall be constructed unless it connects with an existing road at one end thereof, and no road shall be constructed short of an intersection except where it connects with an existing road or where the dedication of the right-of-way ends short of an intersection. Where any road construction ends at or goes through an intersection, the intersection shall be completed, and if it ends at other than an intersection or a point of connection with an existing road, then turnarounds or cul-de-sacs shall be provided.

(f) Whenever drainage structures are required for any particular class of road, such drainage structures shall be installed or constructed as are found by the County Commissioners to be necessary or appropriate after a preliminary drainage study has been approved by the Department of Public Works in accordance with design standards and all applicable specifications.

(g) Driveway entrances to individual lots shall be required upon a finding by the Planning and Zoning Commission that off street parking facilities are necessary and practicable in accordance with Standards S-12 through S-16.

#### Sec. 100-13. Applications for grading and construction permits.

(a) No person shall construct any road, sidewalk, curb and gutter or drainage structure, or begin any of such construction, without first obtaining a permit therefor. Applications for such permits shall be made to the Director on such forms as he shall prescribe, and shall be accompanied, in each case, by detailed plans and specifications and locations and right-of-way plats bearing the tentative approval of the Planning and Zoning Commission, the Harford County Metropolitan Commission and the approval by the State Highway Administration shall also be required as to matters within its jurisdiction.

(b) No person, including any utility corporation or governmental agency, shall cut any road without first obtaining a permit from the Director. All backfilling and repaving of such utility trenches shall be under the supervision of the Director according to Standards R-22 and R-23 and all applicable specifications.

(c) No person shall construct sidewalks, driveway entrances, retaining walls, steps, cut curbs or construct or place any temporary or permanent structure within a County right-of-way without first obtaining a permit therefor from the Director.

(d) In the case of a subdivision, the signature of the Director of Public Works on the approved construction plans shall constitute a permit to perform all items appearing on these plans.

#### Sec. 100-14. Conditions of Permits.



Section 100-13 Road/storm Drain Plan Approval

(e) A per hour charge shall be applied for the Department of Public Works' time spent on the technical and engineering review of plats, concept plans, preliminary plans, site plans, and road/stormdrain plans, for inspections of construction practices, and the time spent for the enforcement of rules and regulations. The rate shall be ~~(\$32.00)~~ **\$35.00** per hour for inspections and enforcement and **\$35.00 for all hours beyond 40 hours per week.** ~~(\$38.00 per hour for engineering and technical review. An additional \$8.00 per hour charge (\$40.00 and \$46.00, respectively, in toto) will be charged for all hours beyond 40 hours per week).~~ **The rate shall be \$38.00 per hour for engineering and technical review and an additional \$8.00 per hour charge (\$46.00 respectively in toto) will be charged for all hours beyond 40 hours per week for the engineering and technical review.** Charges shall be made at no less than 15 minute intervals. Road/stormdrain and sidewalk Public Works Agreements and road/stormdrain plans shall be issued, when appropriate, as long as accounts are not in arrears for more than 45 calendar days. The owner/applicant shall be billed monthly with the invoice reflecting a breakdown between engineering and inspection hours charged.

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Construction permits shall be issued upon the following conditions, which shall be specified therein:

- (a) Irrespective of the plans and specifications accompanying the application, the actual construction shall conform to law and to the minimum requirements for a road of its class.
- (b) Such permit shall be transferable upon application to the Department of Public Works by the successor in title.
- (c) Such permit shall automatically expire one (1) year after its issuance unless extended in writing by the County Commissioners stating the reasons for the extension. No extension shall be granted unless the bond filed with the permit by its term continues in full force and effect or a new bond is filed or the consent of the surety to the extension is obtained.
- (d) The permittee and his agents, servants and subcontractors shall comply with all written requirements of the Department of Public Works directed to the permittee, which are deemed necessary in the interest of public safety or for the avoidance of unnecessary inconvenience to the public during such grading or construction, either before or during the course of grading or construction.
- (e) The construction work, materials, plans and specifications shall at all times be open to and available for inspection by duly authorized officials and employees of the County. Permittees shall give notice to the Department of Public Works at least forty-eight hours in advance prior to commencing any construction for which the permit is issued.
- (f) No permit for paving shall be issued unless there has been a final inspection and approval of grading by the Director.
- (g) The permittee shall have available at all times on each project a copy of the permit for inspection by the representative of the Department of Public Works. If such permit is lost or destroyed, the permittee shall cause such permit to be replaced within twenty-four hours, excluding Saturdays and Sundays. The Department of Public Works shall issue new permits upon request to replace any which are damaged, lost or destroyed.
- (h) No permit shall be issued for construction unless the right-of-way has been acquired by the County or shown on an approved plat.
- (i) Whenever, in the opinion of the Director, the conditions of any permit are being violated, the Director may order, by certified mail, the permittee to stop construction and to show cause within 10 days why the permit should not be revoked. The willful refusal of any permittee to stop construction after receiving notice of a stop work order shall be deemed a violation of this Code.
- (j) Upon a finding that the standards and specifications

are not feasible or practicable for a particular project, the Director may require such alternate or additional standards and specifications in accordance with good engineering principles, as may be deemed necessary, and such alternate or additional requirements shall be part of and a condition of the permit.

- (k) Whenever in the opinion of the Director, the work is being performed improperly or the work performed is faulty, he may cause the permit to be revoked, or order that portion of the work performed to be corrected.

#### Sec. 100-15. Performance bond.

The minimum improvements which a permittee will be required to make or enter into agreement to make, in a subdivision prior to the approval of the final plat thereof by the Planning and Zoning Commission, shall be completed in full compliance with the requirements, standards and specifications for each of the various units of work as contained in the Road Code adopted by the Harford County Commissioners.

All of the improvements required shall be completed prior to filing with the Planning and Zoning Commission the Final Plat of the Subdivision for approval, in accordance with the standards and specifications and under the supervision of the Department of Public Works.

If a subdivider desires approval of a Final Plat for the recording thereof prior to the completion of, or acceptance by the County of the required improvements, a Subdivision Agreement shall be executed by the Subdivider, as provided in paragraph 6.08 of the Subdivision Regulations.

In lieu of completing the improvements as required, the Subdivider may:

- (a) Deliver to the County a corporate bond in such amount as is estimated to be the total cost of the project. Such corporate bond shall run to the County, and be conditioned as follows:
  - (1) That the permittee, his agents and servants will comply with all the applicable terms, conditions, provisions, requirements, standards, and specifications of this Code.
  - (2) That the permittee, his agents and servants, will faithfully complete the work for which the permit is issued.
  - (3) That the permittee, his agents and servants, will save harmless the County from any expense incurred through the failure of the permittee, his agents and servants, to complete the work as required by this Code, or from any damages growing out of the negligence of the permittee or his agents or servants.
- (b) Before acceptance, the bond shall be approved by the

County Commissioners and the County Attorney. The bond shall be executed by a surety or guaranty company qualified to transact business in the State. All corporate bonds filed hereunder shall be released upon, but not before, acceptance of the completed road by the County in accordance with the following section.

- (c) In lieu of filing a corporate bond as required by subsections (a) and (b) of this section, any person may enter into an agreement with the County, to be approved and executed on behalf of the County by the County Commissioners, providing that the permittee shall deposit with the County Commissioners such sum of money as is estimated by the Department of Public Works to be the total cost of the project. The Agreement shall itemize the several phases of work or construction in sequence, with an amount opposite each phase representing the value of the work and materials of that particular step or phase in the work or construction. Upon completion of each step or phase, the permittee shall notify the Department of Public Works that he is ready for an inspection. The County Commissioners is hereby authorized to refund to the permittee upon receipt of a certificate, signed by the Director, certifying that the work has been performed by the permittee according to standards, specifications and minimum requirements of this Code and any waiver granted pursuant to Section 100-17 of this Code, and that the permittee is entitled to the installment due for completion of such work. Such certificate shall also be signed by the permittee, certifying that an inspection has been made by a named inspector for the particular step or phase of work or construction involved for which the installment is due. Upon final completion of all work for which the permit is issued, a final inspection certificate shall be issued and, upon acceptance of the road by the County Commissioners, the final payment shall be made to the permittee. The final draw or payment under the terms of this agreement shall in no event be less than fifteen per cent of the total cost of the project.
- (d) The County Commissioners may, in their discretion, in lieu of filing a corporate bond or cash equivalent to the total cost of the project as provided for in subsections (a), (b) and (c) of this section, approve the deposit of such sum of money as is estimated by the Department of Public Works to be one-half the total cost of the project. The agreement shall itemize the several phases of work or construction in sequence, with an amount opposite each phase representing the value of the work and materials of that particular step or phase in the work or construction. Upon completion of each step or phase, the permittee shall notify the Department of Public Works that he is ready for an inspection. The County Commissioners are hereby authorized to refund to the permittee upon receipt of a

certificate, signed by the Director, certifying that the work has been performed by the permittee according to standards, specifications, and minimum requirements of this Code, and any waiver granted pursuant to Section 100-17 of this Code, and that the permittee is entitled to the installment due for completion of such work, providing, however, that the balance of cash remaining on deposit is sufficient to complete the remaining uncompleted phases of construction as estimated in the public works agreement. Such certificate shall also be signed by the permittee, certifying that an inspection has been made by a named inspector of the Department of Public Works for the particular step or phase of work or construction involved for which the installment is due. Upon final completion of all work for which the permit is issued, a final inspection certificate shall be issued by the Director and, upon acceptance of the road by the County Commissioners, the final payment shall be made to the permittee.

Sec. 100-16. Acceptance by County.

All permittees and their agents and servants shall comply with all applicable provisions of this Code, and until a road constructed under the provisions of this Code is accepted for maintenance by the County, the permittees, their agents and servants, and the bond given under this Code shall remain liable for the faithful performance of the provisions. After completion and upon receipt of a written request of the permittee a final inspection shall be made of the road within fifteen (15) days, and the County Commissioners shall either accept such road upon a finding that the construction of same has complied with this Code, and release the bond or they shall reject the road by written notification to the permittee and his surety, where a corporate bond has been posted, specifying the reasons for such rejection by reference to the particular provision of this Code which has been violated, and allow a reasonable time, to be specified therein, for such permittee or his surety or comply with the provisions of this Code. If the permittee or his surety does not thereafter, within the time specified, complete the construction according to the provisions of this Code, then the County Commissioners shall forthwith proceed to do whatever is necessary to cause the construction to comply with this Code and the permittee and his bond shall thereupon be liable for any expense incurred thereby. Any acceptance of a road by the County Commissioners shall be on behalf of the County by their written order, fully identifying the road. Thereafter, the road shall be maintained at County expense. Where cash has been deposited pursuant to subsections (c) and (d) of the preceding section and a road is not accepted, the County may withhold any funds remaining in the cash deposit account until compliance by the permittee with the provisions of this Code. If the permittee does not comply, the County Council may declare forfeit such amount as is required to effect compliance.

Sec. 100-17. Waiver.

(a) The requirements of this Code for grade percentages may be waived pursuant to the standards herein contained by the County Commissioners after receiving recommendations thereon from the Director of the Department of Public works and the Planning and Zoning Commission.

(b) Grade percentages. A waiver may be granted when the proposed road connects with an existing road in such manner that the grade percentages required by the Code cannot be provided. A waiver may also be granted whenever it is found that adherence to the grade-percentage requirements of the Code would result in a substantial depreciation in the value of the houses or buildings previously constructed on the lots abutting the proposed street.

Sec. 100-18. Penalty.

Any person, firm or corporation intentionally violating any provisions of this Code shall be guilty of a misdemeanor and upon conviction thereof shall be liable to a fine not exceeding \$100.00 or imprisonment for a period not exceeding thirty (30) days in the Harford County jail or to both fine and imprisonment for each offense; and it shall be the duty of the States Attorney of this County to prosecute all persons accused of violating the provisions of this Code.