

## DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on June 3, 2020 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, Department of Planning and Zoning.

The following members were in attendance:

Moe Davenport	Chairman, DAC
Bill Snyder	Volunteer Fire & EMS
Darryl Ivins	DPW Water & Sewer
Mike Rist	DPW Engineering
PFC Dan Buchler	Sheriff's Office
Jenni Daniels	Planner, Development Review
Lori Pietrowski	Administrative Specialist
Chelsea Broach	GIS Analyst

Also in attendance:

Eric McWilliams

**Moe Davenport** – I am Moe Davenport, with the Department of Planning and Zoning, I would like to welcome everyone to this virtual meeting. With me today are the following members of our committee/staff: Bill Snyder, Darryl Ivins, Mike Rist, Dan Buchler, Chelsea Broach, Lori Pietrowski and Jenni Daniels. Today's meeting will be following the protocol under the Open Meetings Act during the Covid-19 emergency. The public will be able to view and listen to the meeting today via the internet. As always, anyone with questions, comments or concerns can forward them via email or by phone to the Department of Planning & Zoning at any time. Additionally, we will allow up to 30 minutes after the DAC members comments have concluded for the public to type in questions and concerns that I will then read into the record.

We do record today's meeting and take minutes from that recording. As soon as those minutes are available we will place them on the Planning & Zoning's webpage. I will go over the protocol for today's meeting. There will be a brief presentation of the project by the owner/developer or his representative and then I will go around to the DAC committee members for their questions and comments. After that we will give an opportunity for anyone to type in questions or comments.

With that, we will begin today's meeting for the Preliminary and Site Plan for the Stack & Store located at 1478 Pulaski Highway. Eric McWilliams from Bohler Engineering will present the plan.

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**STACK AND STORE-PRELIMINARY PLAN**

Located at 1478 Pulaski Highway (U.S. Route 40). Tax Map 52; Parcel 187 & 203. First Election District. Council District F. Planner Jenni.

Plan No. P159-2020 Consolidate parcel 187 and 203 into a single parcel/1.57 acres/  
CI

Received 04-30-2020 Havre de Grace Mini Storage, LLC/Bohler

**STACK AND STORE-SITE PLAN**

Located at 1478 Pulaski Highway (U.S. Route 40). Tax Map 52; Parcel 187 & 203. First Election District. Council District F. Planner Jenni.

Plan No. S160-2020 Create a two story 48,200 sf storage building with 17 parking  
Places/1.57 acres/CI

Received 04-30-2020 Havre de Grace Mini Storage, LLC/Bohler

**Verbatim Transcript**

**Eric McWilliams – Bohler Engineering**

Good Morning. My name is Eric McWilliams. I am a professional landscape architect with Bohler Engineering. This site is right on the boundary of Havre de Grace and the county limits. The address is 1478 Pulaski Highway and it consists of two parcels as Moe stated a small one to the left or west of the site and then the majority about ¾ of the site to the east. The objective is to consolidate these two lots and construct a self-storage unit. The self-storage unit is two stories. It will consist of 300 interior units and 15 exterior units. It is approximately 200' long and 120' deep. There is parking for the facility in the front along Pulaski Highway. To the rear is a swale with NRD buffers, so it restricted our building envelope to that location. There is a wet land pond for quality treatment to the rear of the lot. This lot is currently paved it consisted of a trailer sales previously and we will reduce the impervious surface by the rear property line. The rear property line is adjoining the railroad tracks. To the right or to the east it is the existing Stack and Store facility. The program would like to utilize the office and the restrooms from that facility. This is in affect an expansion of that existing location. There are two loading spaces. One right in the front with an entrance and one across the driveway from there along Pulaski Highway. The front of the site will have an aluminum wrought iron style fence that will match the existing Stack and Store façade. There will be one entrance. A right in only off of Pulaski Highway. The exit will then proceed to the existing Stack and Store property with the existing entrance already located to the western side of that site. That covers the majority of it. It you have any questions let me know.

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**Bill Snyder – Volunteer Fire and EMS**

I have no comments on the Preliminary Plan. For the Site Plan:

- Building will require a Knox Box. It shall be keyed for the Harford County Fire/EMS Services. Contact 410-538-4567 to obtain Box.
- Recommend the usage of non-combustible landscaping directly next to the buildings. Traditional, wooden-mulch increases likelihood of nuisance fires from outdoor smoking.

Eric I have a couple of questions. Is the entrance going to have a locked gate or is it open 24 hours a day?

**Eric McWilliams** – I do not know the answer to that. I can get back to you.

**Bill Snyder** – Ok, if it does we would like to have a code given to us so the fire department, police and EMS can access that gate 24 hours a day. Most of those places usually give us a special code for all three agencies. Also, the fire department connection. I see where you are bringing the water line in on the east side of the building. Is the connection on the building itself or a stand alone away from the building? Do you know that at this time?

**Eric McWilliams** – The connection will be in the building.

**Bill Snyder** – Ok, last question. Will there be any overhang at the front on the Route 40 side of the building? I see where you have a loading area but, I could not tell by the map whether or not there is an overhang there.

**Eric McWilliams** – There is a small overhang that protrudes across the sidewalk and about four feet into the loading space.

**Bill Snyder** – Ok, but the actual travel portion of the parking lot does not have any covering over it correct?

**Eric McWilliams** – That is correct.

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**Darryl Ivins – Water & Sewer**

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

The existing 6" water main (Contract 3008-A) is not shown in the correct location. It is located between Contract 6351 and the front property line.

If an outside meter is requested, it shall be located within a public drainage and utility easement. This easement must be shown on the record plat.

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 existing 6" water main (Contract 3008-A) is not shown in the correct location. It should be located between Contract 6351 and the front property line. Call out the sizes of the two water mains in front of the property correctly, and show the correct location of the 6" water main on the next series of the plan.

The proposed water service must connect to the existing 20" water main to obtain fire service. Show this connection on the next series of the plan.

A new public fire hydrant shall be installed west of the proposed entrance to the site. It shall connect to the 20" water on Contract 6351. Show it on the next series of the plan.

If an outside meter is requested, it shall be located within a public drainage and utility easement. This easement must be shown on the final plat.

The unused water service to parcel 187 must be abandoned in accordance with standard Harford County requirements as part of the utility work for this project. The location of the service and a description of the work shall be shown on the utility plan 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.

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 20096 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.

**Mike Rist – DPW Engineering**

1. A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.
2. Stormwater Management must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.
3. A stormwater management concept plan has been submitted for review. Comments must be addressed on subsequent plan submittals.
4. The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.
5. Maintenance of the stormwater management facility (facilities) is (are) the responsibility of the lot owner (s) and shall be stipulated in the association documents.

**PFC Dan Buchler – Sheriff's Office**

No comment.

**Jenni Daniels – Planner**

**For the Preliminary Plan:**

1. This plan proposes to consolidate Parcels 187 and 203 into one parcel.
2. This property is located entirely within the Chesapeake Science and Security Corridor and is subject to Harford County Zoning Code section 267-64.
3. The plan is subject to the Harford County Forest Conservation Regulations. A Forest Stand Delineation (FSD145-2020) and a Forest Conservation Plan (FCP158-2020) have been approved by the Department of Planning and Zoning.

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4. The entire property was removed from the 100-year floodplain by FEMA. The Letter of Map Amendment Case Number 20-03-0398A shall be added to the flood note section of the plan.
5. A site plan (S160-2020) was submitted concurrently with this preliminary plan. The proposed lot shall be recorded in the Harford County Land Records prior to building permit application of any of the proposed buildings.
6. Any new versions of this plan shall be updated to reflect the correct election district under the property summary.

**For the Site Plan:**

1. This plan proposes to create a two-story, 48,200 square foot storage facility with 17 parking spaces.
2. This property is located entirely within the Chesapeake Science and Security Corridor and is subject to Harford County Zoning Code section 267-64.
3. The plan is subject to the Harford County Forest Conservation Regulations. A Forest Stand Delineation (FSD145-2020) and a Forest Conservation Plan (FCP158-2020) have been approved by the Department of Planning and Zoning.
4. The entire property was removed from the 100-year floodplain by FEMA. The Letter of Map Amendment Case Number 20-03-0398A shall be added to the flood note section of the plan.
5. A new series of the Site Plan shall be submitted. Seven (7) parking spaces are required. The plan proposes seventeen (17) spaces, which exceeds 130% of the requirement. Any spaces above this limit shall be composed of a structured pervious surface.
6. The Landscape Plan (L161-2020) submitted cannot be approved at this time. A new series shall be submitted to provide foundation plantings along the border of the building facing Pulaski Highway (MD 40).
7. It appears access to the proposed building will be via the existing Stack and Store (1746 Pulaski Highway) parcel that is located within Havre de Grace city limits. Any

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proposed cross easements for ingress and egress should be recorded in the Harford County Land Records. It is recommended that a boundary plat be prepared for 1746 Pulaski Highway showing the proposed easements and recorded in the Land Records and a copy provided to the city.

8. The plan does not show water or sewer service being provided to the proposed building. The City of Havre de Grace will not provide water or sewer service to parcels outside the city limits if in the future the owner of the property wishes to connect to public water and sewer.

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

**For the Preliminary Plan:**

This plan proposes to consolidate Parcels 187 and 203 into a single parcel. The site is to be serviced by Harford County public water for fire protection. Please note in the future, the existing buildings will be razed and the on-site sewage disposal system (OSDS) will be abandoned.

This office has the following comments regarding this proposal:

1. Public sewer is currently not available to this site from Harford County or the City of Havre de Grace.
2. According to Code of Maryland Regulations (COMAR) 26.04.03.01A subdivisions developed in the State are to be served by an adequate community water supply and community sewerage system or, when developed in the absence of either a community water supply or community sewerage system, provide for an adequate and safe supply of drinking water and for the safe disposal of sewerage on each building site until such time as community water and sewerage facilities are made available.

The plan as proposed is unable to be approved by the HCHD because it will leave the subject property without a viable on-site sewage disposal area and without access to an approved community sewerage system.

Additional comments will be forthcoming upon review of the site plan.

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**For the Site Plan:**

This plan proposes to construct a two-story 48,200 sq. ft. storage building with 17 parking spaces. The plan indicates that the site will have access to Harford County public water for fire suppression.

This office has the following comments regarding this project:

- Prior to site plan approval, the conditions of the Preliminary Plan P159-2020 must be met regarding the access to public sewer or the demonstration of an acceptable on-site sewage disposal area.

Additional site plan comments will be provided upon the approval of the preliminary plan.

**Moe Davenport for Patrick Jones - Soil Conservation District**

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

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

**Moe Davenport for Rich Zeller – State Highway Administration**

**Preliminary Plan**

The MDOT SHA has no objection to Preliminary Plan approval as the existing right-of-way along this property frontage on US 40 is adequate to accommodate the MDOT SHA future needs.

**Site Plan**

An access permit will be required to construct the proposed right-in only entrance on the west end of the property, and to close the existing 30' wide existing entrance with curb & gutter. The following criteria and details will apply and must be reflected on future plan submittals:

The proposed right-in only entrance must be 20' wide and channelized with MDOT SHA 8" Type 'A' curb & gutter (MD 620.02). This entrance must be shaded on the plans from the

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edge of the existing US 40 paving, back to the right-of-way line within the entrance and the following full depth pavement section is to be utilized and noted on the plans:

2" Superpave Asphalt Mix 12.5mm for Surface – PG 64S-22, Level 2  
8" Superpave Asphalt Mix 19.0mm for Base – PG 64S-22, Level 2 (2 – 4" lifts)  
6" Graded Aggregate Base or 12" Capping Borrow

The existing 30' wide entrance shall be closed utilizing MDOT SHA 8" Type 'A' curb & gutter (MD 620.02). A minimum 3 ½' of backing shall be provided behind this proposed curb & gutter.

To initiate the plan review cycle toward the issuance of the access permit the design engineer must submit nine (9) sets of plans reflecting the above criteria and details. The plan submittal should include 1 set of hydraulic computations, and a CD containing plans and all supporting documentation to Wendy Wolcott at 320 West Warren Road, Hunt Valley, MD 21030 to the attention of Mr. Richard Zeller. **Should this submission be made during the period when the MDOT SHA employees are teleworking, this submission must be made through the MDOT SHA Salesforce electronic submission portal which can be found at this <https://mdotsha.force.com/accesspermit/login?ec=302&inst=1B&startURL=%2Faccesspermit>**

Please utilize the SHA tracking number when making this submission.

All SHA Policies, Standards and Specifications must be followed when preparing the above plan submittal including but not limited to the following documents:

MDOT SHA Access Manual  
MDOT SHA Business Standards and Specifications

The Access Management Plan Review Checklist must be utilized in drafting the SHA Improvement Plans. Please include a copy of the completed checklist when making this submittal. All of these documents along with additional guidance can be found on our web site at [www.roads.maryland.gov](http://www.roads.maryland.gov) under Business Center.

All proposed utility connections taking place within the MDOT SHA right-of-way will be subject to the terms of a separate utility permit that may be obtained by contacting Mr. John Vananzo, District 4 Utility Engineer at 410-229-2341. A copy of the plan will be forwarded to his office.

If there are any questions, please contact Mr. Richard Zeller at 410-229-2332 or toll free (in Maryland only) at 1-866-998-0367 x2332 or by email [rzeller@mdot.maryland.gov](mailto:rzeller@mdot.maryland.gov).

**Public Comments:**

**Shane Grimm – Director of Planning, City of Havre de Grace**

1. It appears access to the proposed building will be via the existing Stack and Store (1746 Pulaski Highway) parcel that is located within the city limits. Any proposed cross easements for ingress and egress should be recorded in Harford County Land Records. It is recommended that a boundary plat be prepared for 1746 Pulaski Highway showing the proposed easements and recorded in the Land Records and a copy provided to the city.
2. The plan does not show water or sewer service being provided to the proposed building. The City of Havre de Grace will not provide water or sewer service to parcels outside the city limits if in the future the owner of the property wishes to connect to public water and sewer.

**Meeting adjourned at 9:25 am.**