

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on January 18, 2023, at 9:00 a.m. in the Harford County Government Administration Building, 1st Floor Conference Room, 220 S. Main Street, Bel Air, Maryland. The meeting was chaired by Eric Vacek, Department of Planning and Zoning.

The following members were in attendance:

Eric Vacek	Planning and Zoning
Cari Biscoe	Health Department
Jenni Daniels	Planner, Development Review
Bill Snyder	Volunteer Fire & EMS
Erik Robey	Sheriff's Office
Robert Anderson	DPW Engineering
Clarence Cullum	Soil Conservation
Moe Davenport	Planning and Zoning
Darryl Ivins	Water and Sewer

Also in attendance:

Carmen DiDiano

Eric Vacek, of the Department of Planning and Zoning, welcomed everyone to the meeting. Mr. Vacek explained that a brief presentation will be given by the consultant for the project. The DAC members will give their comments on the projects. The meeting will then be opened up for anyone in attendance that may have questions or comments. There is an attendance sheet on the back table. If a correct email address is given, a copy of the minutes will be e-mailed to you. The minutes are recorded and will also be published to the Department of Planning and Zoning's website.

AutoZone – 2101 Bel Air Road

Located on the southeast side of Bel Air Road (US Rte. 1), southwest of Talmadge Drive. Tax Map 55; Parcel 282. Third Election District. Council District B. Planner Jenni.

Plan No. S544-2022 Construct a 7,382 S.F. AutoZone store / 0.932 acres / CI

Received 12/20/2022 James Arthur & Joan Carol Bridges Trustees / AutoZone Development, LLC / Valley Land Services, LLC / MDM Surveyors & Engineers, LLC

Carmen DiDiano – MDM Surveyors & Engineers, LLC

We are the civil engineers for the AutoZone. AutoZone is the nations largest retail of auto parts with over 6200 stores across the country. They are strictly retail sale of auto parts. They don't sell tires or gasoline. They strictly sell auto parts to the retail industry. As well as selling auto parts to commercial users such as auto dealerships, repair shops, etc. As Mr. Vacek noted, this is an existing property located at 2101 Bel Air Road. Currently it is an existing commercial development with 3 structures on it. Two buildings, a kitchen remodel place, a storage area with a small shed behind it. Less then 1 acre in size. AutoZone proposes to construct a single,

Development Advisory Committee Minutes
January 18, 2023
Page 2 of 6

one-story building approximately 7382 sf with parking to accommodate the new store. We indent to petition SHA to reuse the existing driveway. Basically, to just replace the asphalt pavement that is in poor condition but keep the geometry as it is noted. We have submitted a Forest Conservation plan and a delineation sheet, which was approved by the forester. Stormwater concept has been submitted for review. And we met yesterday with the Department of Public Works to go over the sanitary water requirements for the site. All utilities are available and adequate for the property. Stormwater management is provided by an onsite system. And I do have detailed drawings of other elements of the project, landscaping, stormwater. I do have some colored renderings of the proposed building. If the community would like to see those. I'll answer any questions.

Bill Snyder – Volunteer Fire & EMS

The building will require a Knox Key Box. Contact Bill Snyder to order Box and to identify where Box will be located on building. Recommend the use of non-combustible landscaping directly next to the building.

Clarence Cullum – Harford Soil Conservation District

An adequate sediment and erosion control plan is required for this site. The erosion control plan must meet the minimum standards per the 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control. The sediment and erosion control plan must be integrated with the SWM strategy during the design phases. Prior to “Final Plan” submission for erosion and sediment control review, please provide our office with the plan review fee and voucher. The site appears to be located within a Maryland Tier II High Quality Watershed. Tier II buffers should be noted and shown on the plans. Sites located within a Tier II High Quality Watershed may need an additional level of controls. Please contact Angel Valdez of the Maryland Department of the Environment for more information and recommendations. Please note in the event the total disturbed acreage exceeds 1 acre or more an NOI permit is required from MDE. Please contact MDE for more information about the NOI permit process.

Health Department – Cari Biscoe

The Health Department has extended its approval of the site. The site is located on the southeast side of Bel Air Road, southwest of Talmidge Drive. The plan proposes to construct a single 7,382 sf building for AutoZone store on the existing commercial parcel, currently two buildings exist and will be razed. The existing parcel is serviced by Harford County public water and sewer. This office has the following comments regarding this proposal:

1. All buildings to be razed will require a demolition permit obtained through Harford County DILP. All aspects of the demolition permit must be completed to the satisfaction of the approving agency. If there are any questions concerning Health Department requirements, or required documentation for the disposal of the waste and/or rubble, the owner/applicant should contact Mr. Joseph Delizia.
2. Various permits from Maryland Department of the Environment may be required

Development Advisory Committee Minutes
January 18, 2023
Page 3 of 6

depending on the services provided. It is the owners' responsibility to be aware of these regulatory requirements and for obtaining appropriate permits.

3. 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.
4. Additional comments from this office will be provided at the time of the building permit or certificate of occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

Darryl Ivins - Water and Sewer

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

There is an existing sewer service to this property located just south of the water service. If it cannot be used, it must be abandoned by removing the entire cleanout stack and capping the lateral with a waterproof cap. This work must be shown and described on the utility drawings submitted with the Commercial Service Application.

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 landscaping plan for this project mentions the installation of an irrigation system. If irrigation will be provided, an inside meter setting will be required along with a backflow preventer. The meter must be located at the front of the building to minimize the length of the unmetered water service. If the irrigation system causes the water service to be larger than $\frac{3}{4}$ " , the existing water service must be abandoned at the main, and a new service installed. This work must be shown on the utility drawings submitted with the Commercial Service Application.

Any proposed stormwater management facilities may not be located within the existing drainage and utility easements for the two sewer mains that cross the property.

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 20261 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.

Development Advisory Committee Minutes
January 18, 2023
Page 4 of 6

Robert Anderson – DPW Engineering

Sediment Control

Required Design Standards

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

Required Plan Approvals

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

Stormwater Management (SWM)

Required Design Standards

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

Required Plan Approvals

(All comments must be addressed to subsequent submittals)

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

Required Permits

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

Required Easements

- A 20' wide access easement is required to the stormwater management facility for maintenance purposes.
- An easement agreement or letter of understanding is required for grading on the adjacent property.

Outfall Investigation

- A suitable outfall must be provided for the stormwater management facility and shall be approved at the time of final design.
- Additional topo shall be shown for the outfall to ensure that the adjacent property owner will not be adversely affected by runoff from the site.

Maintenance

- Maintenance of the stormwater management facility is the responsibility of the lot owner

Development Advisory Committee Minutes
January 18, 2023
Page 5 of 6

and shall be stipulated in the association documents.

- Practices located on individual lots are the maintenance responsibility of the owner.

SWM Design Comments

- A Stormwater Management Concept Plan has been submitted for review and must be approved before preliminary plan approval.
- Stormwater Management shall be provided and designed to the redevelopment criteria of the Harford County Code and the 2000 Design Manual as amended.
- Stormwater management practices designed for and located on individual lots shall be constructed and inspected before the issuance of use and occupancy permits.
- Discharge pipe locations for any stormwater management facilities must be shown on the plan.
- The need for an Industrial Stormwater NPDES (National Pollutant Discharge Elimination System) Permit through the Maryland Department of the Environment shall be investigated by the engineer.
- Please show proposed SWM on 2nd Series including stormdrain pipe & flow directions.

Erik Robey - Sheriff's Office

No Comments.

Terry Hanley - Parks and Recreation

No Comments.

Jenni Daniels – Planner

This plan proposes to construct a 7,382 square foot AutoZone store on 0.932 acres in the CI zoning district.

A new series of the Landscape Plan shall be submitted to incorporate additional plantings on the western and southern foundations of the proposed building. The new series shall include an updated breakdown of the cost estimate that provides for materials and installation.

This property is located within a Tier II watershed. The applicant will be forwarded the required MDE checklist. Questions regarding the checklist may be forwarded to Matt Kropp of the Department of Planning and Zoning.

A combined Forest Stand Delineation and Forest Conservation Plan was submitted and approved by the Department of Planning and Zoning.

All proposed signage shall conform to the Sign Code. Permits shall be obtained from the Department of Planning and Zoning.

Development Advisory Committee Minutes
January 18, 2023
Page 6 of 6

Public Comments:

Moe Davenport said he is from the Department of Planning and Zoning. They did not receive comments from State Highway Administration. Please be aware that you would be obligated for any permit requirements from State Highway Administration. He would reach out to them to see if they had anything regarding your commercial access.

Mr. DiDiano said we intend to submit for the full HOP given the change of use and the change of ownership. So, we will be making submittals to SHA. One of my questions is as we go forward for site plan application, is this project considered a major or a minor site plan application.

Mr. Vacek said it is a major.

Mr. DiDiano said we have the checklist for both. With respect to the comments, AutoZone was probably going to propose not to use an irrigation system because of the complexity it adds to the water meter system. With that being said, we will probably try to reuse the existing water service. I know it is an extensive amount of landscaping, but the irrigation creates a little bit of a problem for them with the internal makings of the store. I think they will propose not to install irrigation and they will maintain their plantings and watering from yard hydrants they have onsite.

Mr. Vacek asked if they forwarded copies of the renderings or elevations to our department.

Mr. DiDiano said he has not.

Mr. Vacek said we would like to have them. If you send those to Jenni Daniels, we can look at the materials that you are proposing.

Meeting adjourned at 9:13 am.