

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on July 19, 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
Bill Snyder	Volunteer Fire & EMS
Clarence Cullum	Soil Conservation
Cari Biscoe	Health Department
Darryl Ivins	Water and Sewer
Gabriel Patino	DPW Engineering
Crysta Draayer	Planner, Development Review
Moe Davenport	Planning and Zoning

Also in attendance:

Art Leonard

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.

Shebalou, LLC

Located on the south side of South Philadelphia Road (US Rte. 40), west of Spesutia Road. Tax Map 58; Parcel 158. Second Election District. Council District F. Planner Jenni.		
Plan No.	S245-2023	Construct 3,200 SF storage building and 4,000 SF outdoor stone lot storage for existing HVAC business / 1.29 acres / CI
Received	6/16/2023	Arthur E. Leonard, P.E. / Shebalou, LLC

Art Leonard – Arthur E. Leonard, P.E.

This is 1525 South Philadelphia Boulevard in Aberdeen zip code. It is a husband and wife team operation. The husband owns the HVAC business, and the wife owns the property. The business is expanding, and they were able to purchase this lot behind the front lot. I think they purchased it in 2022. They consolidated in the deed in December 2022. It is commercial industrial property. And they need to put up a pole building and exterior stone lot for storage purposes for the growth of their business operation. It is in the critical area. We have prepared the 10% reduction formulas. And we are not able to meet that 10% reduction growth but there is a fee in lieu process that we are seeking. And of course, we are providing stormwater management in the way of micro bioretention facilities and a retention facility basically.

Development Advisory Committee Minutes
July 19, 2023
Page 2 of 5

Bill Snyder – Volunteer Fire & EMS

Volunteer Fire & EMS and Emergency Services have no comments.

Clarence Cullum – Harford Soil Conservation District

The plan proposes to disturb roughly 25,000 sf and states the intention to file for a standard sediment control plan. Just as a note for the record, to qualify for a standard plan you must fall under 30,000 sf of total disturbance and no more than 1,000 cy of cut and/or fill. DPW will ask you to verify this during the final design. If during final plan design process, the site work exceeds either or both these parameters, an engineered sediment and erosion control plan will be required. The sediment and erosion control plans in any event must be integrated with the SWM strategy during the design phases.

Health Department – Cari Biscoe

The Health Department has extended its approval of the site. The site is located on the eastside of South Stepney Road, south of John F. Kennedy Memorial Highway. The plan proposes to construct a 3,200 SF storage building and a 4,000 SF outdoor stone storage for an existing HVAC business. The site is presently improved with a dwelling that is serviced by public water and sewer. The site will be 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(s). 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, Permits and Plan Review Division.
2. Various permits from Maryland Department of the Environment may be required depending on the services provided. It is the owner's 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.

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.

Darryl Ivins - Water and Sewer

Development Advisory Committee Minutes
July 19, 2023
Page 3 of 5

The first comment isn't written. Your note #23 is correct. Then the rear building house is demolished, you will have to abandon the water and sewer services. Our maintenance department will work with them to get that done. There is a sewer cleanout that is located in the grass island on the western edge of the property. And that same area has been designated as solar management access easement. Our office would prefer that the access easement be shifted so it stays within the pavement. If you insist on leaving it there, then they will need to have some type of protection put over top of the cleanout. Just shift the easement to stay within the pavement so that our people who work on the stormwater will be able to use the regular driveway. That would be sufficient.

Gabriel Patino – 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.
- A standard sediment control plan shall be required for land-disturbing activities exceeding 5,000 square feet.
- 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

Development Advisory Committee Minutes
July 19, 2023
Page 4 of 5

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

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 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 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.

State Highway Administration – Read by Eric Vacek

MDOT SHA has reviewed the site plan for this project, and have the following comments:

1. Currently the frontage of this site is full width paving and does not provide any controlled access. The internal movement onsite allows for two-way traffic which cannot deter vehicles from exiting what is shown as an entrance only on this plan. Therefore, MDOT SHA requires that the frontage be converted into a single controlled access with curb and gutter across the full frontage of the property. Ideally, we would prefer to see a right in right out entrance as is shown at the Hardy's Self Storage a few properties west of this site. As noted in the MDOT SHA access manual, properties located on a divided highway with a median are to utilize a right in right out entrance so as to deter vehicles exiting the site and going in the wrong direction.
2. If it is determined during review of the Access Permit plans that the existing shoulder is not traffic bearing, then the developer will need to replace the shoulder with a full depth traffic bearing pavement section as required thru the MDOT Office of Materials Technology.

Upon approval of the Stie Plan MDOT SHA will require permit for all construction in the MDOT SHA right-of-way to include but not limited to the reconstructed frontage.

Development Advisory Committee Minutes
July 19, 2023
Page 5 of 5

There are additional policies and standards that are noted. We will give you a copy of that.

Crysta Draayer – Planner

- The majority of the property is located within the Intensely Developed Area of the Chesapeake Bay Critical Area. The 10% pollution reduction rule must be satisfied, and formal review of the 10% reduction and mitigation requirement is forthcoming. Comments from the Critical Area Commission will also be forthcoming.
- The “Chesapeake Bay Land Area” line can be removed on any future required plans.
- If any new versions of the plan are required, General Note #8 stating the “proposed limit of disturbance equals 24,985 square feet, therefore FSD and FCP are not required” shall be removed.
- The landscape plan submitted cannot be approved at this time. Plantings are required on the northern and eastern foundation of the proposed storage building. Additionally, one (1) shade tree is required in the parking area.
- This property is located entirely within the Chesapeake Science and Security Corridor and is subject to Harford County Zoning Code Section 267-64.
- This project is located within the Aberdeen/Havre de Grace Enterprise Zone. Please contact the office of Economic Development for more information.
- All proposed signage shall conform to the Sign Code. Permits shall be obtained from the Department of Planning and Zoning.

Public Comments:

Mr. Leonard said with regard to State Highway. When I first approached the owners, it was my intention to make some improvements on the front for access and egress. They didn't want to approach it that way, so I understand the comments. We have to meet with State Highway.

Mr. Vacek said our correspondence was from Theresa Eller.

Meeting adjourned at 9:14 am.