

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on July 20, 2022, 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 Moe Davenport, Department of Planning and Zoning.

The following members were in attendance:

Moe Davenport	Chairman, DAC
Robert Anderson	DPW Engineering
Quintin Cornwell	Soil Conservation
Bill Snyder	Volunteer Fire & EMS
Cari Biscoe	Health Department
Kaliel Barmer	Planner, Development Review
David Culver	Planning and Zoning

Also in attendance:

WDA Inc	James Keefer
Chris Chiapparelli	

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. Mr. Davenport explained that a brief presentation will be given by the consultant for each project. The DAC members will give their comments on the project. 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.

Panorama Farms

Located on the north east side of Scotlon Court, north of West Jarrettsville Road, south of Bailey Road. Tax Map 33; Parcel 5. Third Election District. Council District D. Planner Kaliel.

Plan No.	P271-2022	Subdivide existing Lot 13 to create Lots 22 and 23 / 39.164 acres/ AG
Received	06/15/2022	Forte Equity PF LLC / Wilson Deegan & Associates, Inc.

Bob Wilson – Wilson Deegan & Associates, Inc.

The plan we are presenting this morning is the re-subdivision of Lot 13. Lot 13 was approximately 39 acres and carried 2 additional development rights. The plan is to create 2 additional lots.

Bill Snyder – Volunteer Fire & EMS

No comments.

Emergency Services – Read by Bill Snyder

The plan has incorrect house numbers for remaining Lot 13. The dwelling located on Lot 13 must be addressed as 2445 Scotlon Court (Lot 17 is 2423 Scotlon Court). This must be corrected. Lot 22 is to be addressed as 2437 Scotlon Court. Lot 23 is to be addressed as 2435 Scotlon Court. Addresses must be displayed where they are clearly visible from Scotlon Court. Dwellings on panhandle lots shall have the addresses marked at any point the driveways split to identify each dwelling's address number. Signs with directional arrows are recommended.

Quintin Cornwell – Harford Soil Conservation District

A review of the revision to Panorama Farms was conducted in June 2022. An adequate sediment and erosion control plan or revision to an existing 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. We recommend, as per the 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control Manual, that in a Tier II watershed additional level of controls may be needed and Tier II buffers are utilized and shown on the plans for this site. If you have any questions, please contact Angel Valdez of Maryland Department of the Environment. If a NOI permit has not been issued for construction site, a NOI permit will be required from MDE when a project disturbs more than 1 acre. Please contact MDE for more information about the NOI permit.

Robert Anderson – DPW Engineering

They will need a new series.

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 sq. ft.
- 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

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- 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.

Outfall Investigation

- Suitable outfalls 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 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.
- A SWM Revision has been submitted and approved on May 27, 2022.

Highway Engineering

Required Design Standards

- Harford County Road Code

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Required Permits

- Access permits are required for the proposed driveways off of Scotlon Court.

Design Comments

- The driveways must be paved within the County right-of-way before issuance of any use and occupancy permits.
- Monumental masonry mailboxes or structures shall not be constructed within the County's right-of-way.

Health Department – Cari Biscoe

The Harford County Health Department (HCHD) has reviewed the above referenced preliminary plan. The site is located on the northeast side of Scotlon Court, north of West Jarrettsville Road, South the Bailey Road. This plan proposes to re-subdivide existing Lot 13 to create Lots 22 & 23 from an existing 39.164. acres agricultural parcel. The lots are unimproved and will be serviced by individual wells and on-site sewage disposal systems (OSDS). Soil tests were conducted on August 5, 2013, October 19, 2005, & March 11, 12, 2004.

This office has the following comments.

- A detailed OSDS layout is required for Lots 13, 22, and 23. The septic reserve areas (SRAs) must be adequate in size to accommodate an initial sewage OSDS and three future replacement systems based on a four-bedroom dwelling, or 10,000 sq ft. whichever is greater.
- Prior to final plat approval, the proposed well located on Lot 13 must be drilled by a Maryland licensed well driller and tested for Volatile Organic Compounds (VOC) using EPA Method 524.2 Rev. 4.1. The results must be forwarded to this office for review.
- Lot 22 appears to be landlocked on the print.

Upon receipt of the above items, this office will update its comments.

This plan must meet all requirements of COMAR 26.04.03 (Subdivision Regulations), COMAR 26.04.04 and all local codes and regulations.

The final plat must bear the well, septic reserve area, and plat plan notes. The square footage amount of the septic reserve area must be clearly labeled on the final plat.

Kaliel Barmer – Planner

- This plan proposes to subdivide existing Lot 13 to create Lots 22 and 23.
- The original tract of land consisted of 150.42 +/- acres as of February 8, 1977 and carried fifteen (15) development rights. The property has been in the same ownership since February 8, 1977 and is eligible to create family conveyance lots. Lot 13 was

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created as a family conveyance lot. A total of six (6) development rights have been transferred to Parcel 5. Four (4) developments have been transferred from Tax Map 40 – Parcel 45; One (1) development right has been transferred from Tax Map 40 – Parcel 144; and one (1) development right has been transferred from Tax Map 33 – Parcel 143. The Two (2) additional development rights remaining on Lot 13 will be utilized in the creation of Lots 22 and 23.

- A Forest Conservation Plan (FCP04-143-3) has been previously approved by the Department of Planning and Zoning.
- A Landscape Plan (L13-087-3) has been previously approved by the Department of Planning and Zoning
- A common drive agreement is required for all shared common drives to provide the use, maintenance, and responsibility of the common drive and it shall be recorded with the final plat.

Moe Davenport said SHA has reviewed this plan and has no objections to its approval. With any questions, you can contact Theresa Eller at MDOT SHA.

Public Comments:

No Comments

1301 Governor Court

Located on the east side of Governor Court, south of Philadelphia Road (MD Route 7).
Tax Map 62; Parcels 766 and 80. First Election District. Council District A. Planner Kaliel.
Plan No. P275-2022 Reconfigure Lot 1, Lands of Martin L. Glackin, and reconfigure
Lot 7, Lands of William PACA Industrial Park / 14.44 acres / GI
Received 06/21/2022 PACA, LLC / Morris & Ritchie Associates, Inc.

1301 Governor Court

Located on the east side of Governor Court, south of Philadelphia Road (MD Route 7).
Tax Map 62; Parcels 766 and 80. First Election District. Council District A. Planner Kaliel.
Plan No. S274-2022 145,812 sf. self-storage facility / 14.44 acres / GI
Received 06/21/2022 PACA, LLC / Morris & Ritchie Associates, Inc.

Dan Spiker – Morris & Ritchie Associates, Inc.

First, I will talk about the preliminary plan briefly. It is just a reconfiguration of two existing lots. Lot 1 is right here off Governor Court. And Lot 7 is located here. The existing lot line

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is located there. We plan to reconfigure it here to help us in the back half of our proposed development with stormwater. Ice World is right here, just to orient yourself. It is in the William Paca Business Center. William Paca Elementary is across the street there. The property is zoned GI. It is approximately 14.44 acres in size. Currently it is vacant. As I mentioned, it consists of 2 parcels of land and will be reconfigured. There is also a small piece of right-of-way, a 30-foot-wide right-of-way, that SHA has requested we dedicate to State Highway as part of the preliminary plan. That is shown on there as well. So, the proposed development. We intend to keep Lot 7 reserved for future uses except for a soil stockpile here. And the aforementioned right-of-way. That is Lot 7. So, focusing on Lot 1, we are proposing a 3 story Self Storage Facility. It is approximately 145,000 square feet. It will be accessed right here in the cul de sac of Governor Court. There is a parking area where new customers can come in to use the office. Once you have a unit, you get a code to pass through the gate, access your unit as necessary, and then they exit the property through a second sliding gate back to Governor Court. There are three parking spaces again for the new users that need to go into the office. There are 16 RV and Boat Storage spots proposed in the rear of the property. The building regulations have been met for General Industrial. The front yard setback and side yard set back requirements. The max building height of 3 stories has also been maintained. It is a big building. Trying to get as many units in there as we possibly can. It took a lot of time making sure everything fit well and circulation worked well. Care was taken to avoid natural resources on the property. Wetland delineation has been fully completed as well as Forest Stand Delineation. FCP and Landscape Plan have been submitted to Harford County for review. The specimen trees are shown. On this piece there is approximately 3.7 acres with clearing. The majority takes place here. Lot 1 with additional from stormwater and stockpile area. We anticipate retaining approximately 4 acres back in this portion where it's the specimen trees. The site is served by public water and sewer. There are two existing laterals at the property line that we would tie into. Stormwater management will be designed for the latest ESD and 2011 stormwater regs. Concept stormwater has been submitted. Finally, the project will generate less than 249 peak daily trips, so a traffic study wasn't required for this one.

Bill Snyder – Volunteer Fire & EMS

For the preliminary plan, no comments. For the site plan, the storage facility will require a Knox Key box. I have information on the paperwork.

Emergency Services – Read by Bill Snyder

For the preliminary, Lot 1 identified on the plan is to be readdressed as 2915 Philadelphia Road. The roadway label for MD7 need to be corrected to Philadelphia Road. For the site plan, the proposed facility shall remain addressed as 1301 Governor Court. The proposed buildings must display 10" – 12" address numbers and letters, the address must be clearly visible from Governor Court. "Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers responding to a call for help. Buildings that are greater than 5,000 square feet, higher than 50 feet, contain underground storage or parking and are

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constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 700/800 MHz amplifier. Department of Emergency Services will test coverage in your facility once construction is finished. Call 410-638-4900 for this assistance.” Please advise if the facility will have Closed Circuit Television (CCTV) Cameras. If so, please comment on Emergency Service’s ability to access the camera feeds or provide a point of contact to comment on this matter. DES will follow up after use & occupancy permit approved.

Quintin Cornwell – Harford Soil Conservation District

A concept Stormwater Management plan has been reviewed. An adequate sediment and erosion control plan needs to be approved prior to issuing a grading permit. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase. The southern portion of the site is within the Tier II watershed limits. We recommend, as per the 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control Manual, that in a Tier II watershed additional level of controls may be needed. If you have any questions, please contact Angel Valdez of Maryland Department of the Environment for more information and recommendations. A NOI permit is required from MDE when a project disturbs more than 1 acre. Please contact MDE for more information about the NOI permit process.

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.
- A standard sediment control plan shall be required for land disturbing activities exceeding 5,000 sq. ft.
- 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)

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- 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.

Outfall Investigation

- Suitable outfalls 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 shall be provided and designed to the redevelopment criteria of the Harford County code and the 2000 Design Manual as amended.
- A maintenance inspection shall be conducted for the pond providing stormwater management for the site. Any items listed on the inspection report shall be completed as a condition of the grading permit for the site.
- 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.

Highway Engineering

Required Design Standards

- Harford County Road Code

Required Permits

- Access permits are required for the proposed driveways off of Governor Court.

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- Utility permit will be required for the construction of the water and sewer connections within the County right-of-way.

Design Comments

- The main entrance (south) width shall be 35' wide with 35' minimum curb radii.
- The north exit curb radii shall be 25' minimum.

Health Department – Cari Biscoe

The Harford County Health Department has extended its approval for the above referenced preliminary plan. The site is located on the east side of Governor court, south of Philadelphia Road (MD Route 7). This plan proposes to reconfigure Lot 1, Lands of Martin L. Glackin and reconfigure Lot 7, Lands of William Paca Industrial Park. The site will be serviced by Harford County public water and sewer. Additional comments will be forthcoming upon review of the site plan. The final plat must bear the master plan conformance statement. In addition, a statement signed by the owner must declare that a community water supply and/or a community sewerage system will be available to all lots offered for sale. This plan must meet all requirements of COMAR 26.04.03 and all local codes and regulations. For the site plan, the plan proposed to construct a 3-story self-storage facility, approximately 145,812 sq ft. The site will be serviced by Harford County public water and sewer. This office has the following comments regarding this proposal.

- If a snack bar or vending machine area is planned, review will be required by the HCHD's Division of Permits and Plan Review.

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

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

Public water and sewer service for Lot 7 shall come from existing services in Governor Court. Public water service for Lot 1 is available from the public main along Route 7. Public sewer service for Lot 1 is available by the extension of a service through an existing drainage and utility easement from the Ha Ha Interceptor to the eastern edge of the property.

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

The water meter for this project shall be located inside the building.

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A sampling manhole shall be installed on the sewer service for Lot 7 at the edge of the road right of way.

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.

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 20222 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.

Kaliel Barmer – Planner

- A preliminary plan proposing to reconfigure two parcels was submitted concurrently with a site plan proposing to construct a 145,812 Square foot self-storage facility in the GI zoning district. The proposed lots shall be recorded in the Harford County Land Records prior to building permit application for any proposed building.
- A Landscape Plan (L277-2022) has been submitted and is currently under review. Retaining walls are not permitted in required planted buffer areas.
- A Forest Stand Delineation plan (FSD117-2022) was approved by the Department of Planning and Zoning.
- A Forest Conservation Plan (FCP276-2022) has been submitted and is currently under review. A wavier must be submitted for the removal of any specimen tree.
- All proposed signage shall conform to Sign Code. Permits shall be obtained from the Department of Planning and Zoning.
- A photometric plan shall be submitted to the Department of Planning and Zoning. The 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.

Moe Davenport said SHA has provided the following comments. SHA will require the 30' proposed right of way dedication across the full frontage of Lot 1 to be platted and deed recorded prior to a Use and Occupancy Permit.

Public Comments:

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No Comments

Meeting adjourned at 9:25 am.