

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE  
AGENDA**

**Wednesday, April 10, 2024 at 1:00 p.m.**

**Worcester County Government Center, Room 1102, One West Market Street,  
Snow Hill, Maryland 21863**

- I. Call to Order
  
- II. Site Plan Review (§ ZS 1-325)
  - A. **Baywater Landing Marina** – Minor site plan review  
Landing, storage, and processing facility for seafood. Located at 3908 Bayside Road, Tax Map 73, Parcel 85, Tax District 02, C-2 General Commercial District, Baywater Landing, LLC, owner.
  
  - B. **The Elms** – Construction plan review  
Proposed construction of 20 townhome units. Located on the eastern side of MD Route 611 (Stephen Decatur Highway) approximately 450 feet south from the intersection with Sunset Avenue, Tax Map 26, Parcel 445, Lot 1B, Parcel 445, Lot 2A, & Parcel 443, Lot E1, Tax District 10, R-4 General Residential District, Ocean 8 Group, LLC, owner / Vista Design, Inc. engineer.
  
- C. Adjourn

**TECHNICAL REVIEW COMMITTEE**

DATE OF MEETING: April 10, 2023

PROJECT: Baywater Landing Marina

APPLICANT(S) IN ATTENDANCE:

\_\_\_\_\_  
\_\_\_\_\_

TRC MEMBERS IN ATTENDANCE:

- \_\_\_\_\_ Tremblay, Zoning Administrator
- \_\_\_\_\_ White, DRP Specialist
- \_\_\_\_\_ Miller, Building Plans Reviewer III
- \_\_\_\_\_ Mitchell, Environmental Programs
- \_\_\_\_\_ Evans, Environmental Programs
- \_\_\_\_\_ Bradford, Environmental Programs
- \_\_\_\_\_ Birch, Environmental Programs
- \_\_\_\_\_ Mathers, Environmental Programs
- \_\_\_\_\_ Owens, Fire Marshal
- \_\_\_\_\_ Lynch, County Roads
- \_\_\_\_\_ Berdan, County Roads
- \_\_\_\_\_ Wilson, State Highway Admin.
- \_\_\_\_\_ Ezzat, State Highway Admin.
- \_\_\_\_\_ Clasing, W & WW, DPW
- \_\_\_\_\_ Knight, Planning Commission Rep.

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DEPARTMENT OF  
DEVELOPMENT REVIEW AND PERMITTING

## Worcester County

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1201  
SNOW HILL, MARYLAND 21863  
TEL: 410.632.1200 / FAX: 410.632.3008  
<http://www.co.worcester.md.us/departments/drp>

ZONING DIVISION  
BUILDING DIVISION  
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION  
CUSTOMER SERVICE DIVISION  
TECHNICAL SERVICES DIVISION

### WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE MEETING

April 10, 2024

#### **Baywater Landing Marina – Minor Site Plan Review**

Landing, storage, and processing facility for seafood. Located at 3908 Bayside Road, Tax Map 73, Parcel 85, Tax District 02, C-2 General Commercial District, Baywater Landing, LLC, owner. Received a waiver from a paved parking area from the Planning Commission on March 7, 2024.

**Prepared by:** Stuart White, DRP Specialist

**Contact:** [swhite@co.worcester.md.us](mailto:swhite@co.worcester.md.us) or (410) 632-1200, extension 1139

#### **General Requirements:**

1. In order to obtain a Building Permit, the applicant must submit the following to the Department:
  - a. A complete Building Permit Application along with the initial fee of \$350 made payable to “Worcester County.”
  - b. Four (4) sets of complete construction plans (footing, foundation, framing, floor plan and building elevations (front, rear and sides)). The construction plans must be sealed by an architect and prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code.
  - c. Four (4) site plan sets as approved by the Technical Review Committee.
2. Once the permit is issued, the applicant must coordinate all necessary inspections with the respective Building/Housing/Zoning Inspector. The Department requires 24-hour notice for all inspections. The inspector may require special or additional inspections as needed.
3. In order to obtain a Certificate of Use and Occupancy, all of the necessary inspections must be completed and approved by the various inspections’ agencies (building, zoning, plumbing, electrical, water, sewage, health, roads, etc.). Two (2) sets of As-Builts (illustrating all lighting, landscaping, parking, signs etc.) must be submitted at least one (1) week prior to the anticipated occupancy of the building, structure, or use of land. **Please note that it is unlawful to occupy a structure (employees or patrons) without the benefit of a Certificate of Use and Occupancy.**

**Project Specific Comments:** This project is subject to, but not limited to, the following sections of the Zoning and Subdivision Control Article:

|          |                                                                                |
|----------|--------------------------------------------------------------------------------|
| §ZS1-210 | C-2 General Commercial District                                                |
| §ZS1-305 | Lot Requirements Generally                                                     |
| §ZS1-306 | Access to Structures                                                           |
| §ZS1-319 | Access and Traffic Circulation Requirements                                    |
| §ZS1-320 | Off-Street Parking Areas                                                       |
| §ZS1-321 | Off Street Loading Spaces                                                      |
| §ZS1-322 | Landscaping and Buffering Requirements                                         |
| §ZS1-323 | Exterior Lighting                                                              |
| §ZS1-324 | Signs                                                                          |
| §ZS1-325 | Site Plan Review                                                               |
| §ZS1-326 | Classification of Highways                                                     |
| §ZS1-327 | Additional Setbacks from Drainage Ditches and Stormwater Management Facilities |

1. Please include the dimensions of the parking spaces in accordance with §ZS 1-320(b) and verify that the ADA space is van accessible.
2. Please provide details on the intended use of the food truck and portable restrooms (temporary or permanent, hours of operation, etc.). The food truck cannot be placed in the required parking spaces.
3. (*Waiver to this requirement granted by Planning Commission 3/7/2024.*) In accordance with §ZS 1-320(f)(1), vehicular travelways shall be constructed of materials that provide a hard and durable surface that precludes or limits particulate air pollution. Other paving materials and systems, including gravel, stone, stone dust and crushed oyster or clam shells may be permitted by the Planning Commission where these parking areas are supplied and maintained with a binding agent to stabilize the surface and prevent dust.
4. Please clarify, the building is labeled as 40'x30' but the store is described as 196' square feet on the cover sheet.
5. Please provide basic floor plans for the building and all proposed use areas.
6. Please provide a landscape plan in accordance with §ZS 1-322(d) including a species key.
7. In accordance with §ZS 1-322(g), a maintenance and replacement bond for required landscaping is mandatory for a period not to exceed two (2) years in an amount not to exceed one hundred and twenty-five percent (125%) of the installation cost. A landscape estimate from a nursery will be required to be provided at permit stage to accurately determine the bond amount.
8. Please include dumpster screening details in accordance with §ZS 1-325(e)(3)(L).
9. Please clarify which category you are using to calculate parking requirements for the marine store and aquaculture.
10. Please relocate the tent area to maintain proper separation requirements.

11. Please provide parking bumpers in accordance with §ZS1-302(f)(5).
12. Please include all site improvements on the site plan, including the shipping containers.
13. Please include all Zoning classifications on the site plan including both C-2 General Commercial and RP Resource Protection.

**Other Agency Approvals:**

1. Written confirmation that the water and sewer requirements have been met will be required to be provided from the Department of Environmental Programs prior to the Department granting signature approval.
2. Written confirmation will also be required from the Department of Environmental Programs Natural Resources Division relative to Critical Area and Stormwater Management requirements prior to the Department granting signature approval.
3. Written confirmation of approval from the County Roads Division and/or State Highway Administration regarding the existing, proposed, or modified commercial entrances on all parcels shall be provided to the Department prior to granting signature approval.

The approval of the site plan or the installation of the improvements as required in this Title shall in no case serve to bind the County to accept such improvements for maintenance, repair or operation thereof. Acceptance of improvements shall be subject to applicable County or state regulations.

No public easement, right-of-way or public improvement shall be accepted for dedication unless approved by the County Commissioners. Such approval shall not be given by the County Commissioners until any such easement, right-of-way or improvement complies with all the requirements set forth by the approving body, including such other requirements that the approving body might impose for public utilities, streets, roads, drainage, etc. All improvements accepted for dedication shall be depicted on an instrument to be recorded in the land records of Worcester County.

**NEXT STEPS:** Final approval of the site plan will not be granted until all comments provided to the applicant by the TRC have been addressed on the site plan and associated documents. Once the site plan and other documents have been adjusted, it will need to be resubmitted to the TRC for final signature approval before building/zoning permits will be issued.

**\*Please provide a detailed listing of all site plan changes along with any resubmission.**



GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1302  
SNOW HILL, MARYLAND 21863-1294  
TEL: 410-632-5666  
FAX: 410-632-5664

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## TECHNICAL REVIEW COMMITTEE COMMENTS

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PROJECT: **Baywater Landing**

TRC #: **20240219**

LOCATION: **Tax Map 73, Parcel 85 – 3908 Bayside Road – Snow Hill, MD 21863**

CONTACT: **Baywater Landing, LLC**

MEETING DATE: **April 10, 2024**

COMMENTS BY: **Robert Korb, Jr.**

**Chief Deputy Fire Marshal**

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As you requested, this office has reviewed plans for the above project. Construction shall be in accordance with applicable Worcester County and State of Maryland fire codes. This review is based upon information contained in the submitted TRC plans only, and does not cover unsatisfactory conditions resulting from errors, omissions, or failure to clearly indicate conditions. A full plan review by this office is required prior to the issuance of a building permit. The following comments are noted from a fire protection and life safety standpoint.

### **Scope of Project:**

Minor site plan review. Landing, storage and processing facility for seafood.

### **General Comments:**

1. Assuming no change to the existing structure on the property, see special event requirements below:

### **Event specific comments:**

### **TENT AND CANOPY REQUIREMENTS**

1. All tent fabric shall meet the flame propagation performance criteria contained in NFPA 701, *Standard Methods of Fire Tests for Flame Propagation of Textiles and Films*.
2. Flame propagation performance confirmatory field tests may be required to be performed on site.
3. Any tents not bearing a flame resistance certification will not be permitted to be used. Verify sewn in tags with serial numbers are present prior to installation and setup.

4. There shall be a minimum of 10 feet between stake lines.
5. The area immediately outside the tent exits shall not be permitted to be obstructed by vehicles, tables, barricades or other means to obstruct occupant egress from the tent.
6. The ground enclosed by any tent, and the ground for a reasonable distance but for not less than 10 ft outside of such a tent, shall be cleared of all flammable or combustible material or vegetation that is not used for necessary support equipment. The clearing work shall be accomplished to the satisfaction of the Fire Inspector prior to the erection of a tent. The premises shall be kept free of such flammable or combustible materials during the period for which the premises are used by the public.
7. Smoking shall not be permitted in any tent. Conspicuous signage shall be placed at all entrances to the tent.
8. At least two emergency exits on opposite ends of the tent shall be provided.
9. All fabrics and films used for decorative purposes such as curtains, and drapes shall be of flame-retardant materials. Additionally, all acoustical and decorative material including, but not limited to, cotton, hay, paper, straw, moss, split bamboo, and wood chips shall be flame-retardant treated. Materials that cannot be treated for flame retardancy shall not be used. Submit cut sheets for approval prior to installation.
10. Tents or canopies where cooking equipment not protected with an automatic hood suppression system in accordance with NFPA 96 is located shall be separated from other tents or canopies and shall not be occupied by the public.
11. Install battery backup illuminated emergency exit signs in the tent above all exits. If used during the day only, non-illuminated signs are permissible.
12. Install emergency lighting units throughout the interior of the tent. If used during the day only no emergency lighting units are required.

### **LP GAS FUEL REQUIREMENTS**

1. LP Gas tank size shall be limited to 60 lbs. The total amount of LP gas on site shall not exceed 60 lbs. for each appliance that is rated not more than 80,000 btu/hr. and 120 lbs. for each appliance rated more than 80,000 btu/hr.
2. LP tanks must be maintained in good physical condition and shall have a valid hydrostatic date stamp.
3. LP tanks shall be secured in the upright position with a chain, strap or other approved method that prevents the tank from tipping over.
4. Tanks shall be located so that they are not accessible to the public. LP gas tanks shall be located at least 5 feet from any cooking or heating equipment or any open flame device.

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5. All LP gas equipment shall be properly maintained and comply with all requirements of NFPA 58.
  6. Regulators. Single stage regulators may not supply equipment that is rated more than 100,000 btu/hr. rating. Two stage regulators shall be used with equipment that is rated more than 100,000 btu/hr.

### **FIRE EXTINGUISHER REQUIREMENTS**

1. Cooking or warming equipment shall not be permitted in tent occupied by the public without a fixed automatic fire suppression system installed. These requirements apply to commercial outdoor cooking operations such as those that typically take place under a canopy or tent type structure at fairs, festivals and carnivals. This includes but is not limited to deep frying, sautéing, and grilling operations.
2. Portable fire extinguishers shall be provided in accordance with NFPA 10, *The Standard for Portable Fire Extinguishers*. Provide at least ten lbs. Class ABC fire extinguishers within 75' travel distance from any location in the event area. The fire extinguishers shall be permanently mounted, remain unobstructed and be certified by a fire protection company. Locations shall be distributed evenly throughout the event area.
3. An approved portable fire extinguisher having a minimum rating of 20 lbs. Class BC shall be provided in any area where cooking equipment is installed.
4. An approved Class K fire extinguisher shall be provided to protect any deep-frying equipment.
5. Designated employees shall be periodically instructed in the use of portable fire extinguishers.

### **GENERAL SAFETY REQUIREMENTS**

1. Electrical wiring and equipment shall comply with NFPA 70, *National Electric Code*.
2. Generators shall be grounded.
3. All electrical cords shall be maintained in a safe condition and shall be secured to prevent damage.
4. Movable cooking equipment shall have wheels removed or shall be placed on blocks or otherwise secured to prevent movement of the appliance during operation.
5. A fire lane of at least 20' clear and unobstructed width shall be maintained at all times with access to the events tent.





DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS

**Worcester County**

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1306  
SNOW HILL, MARYLAND 21863  
TEL:410.632.1220 / FAX: 410.632.2012

LAND PRESERVATION PROGRAMS  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
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WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS  
FOREST CONSERVATION  
COMMUNITY HYGIENE

## MEMORANDUM

DATE: January 17, 2023  
TO: Applicant  
FROM: David M. Bradford, Deputy Director *DMB*  
SUBJECT: Stormwater/Sediment Erosion Control Plan/Permit

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Please note, if a Stormwater plan is approved by this office and does not include phasing, the corresponding permit can only receive Stormwater Final approval once all improvements are completed and the entire site is stabilized. This includes properties which have multiple Building or Zoning permits associated with the Stormwater plans. If a Stormwater Bond is required per the permit, the bond will only be released once a Stormwater Final approval takes place.

Additionally, if pervious pavement (i.e. asphalt, concrete) is proposed as a Stormwater Best Management Practice (BMP), an engineer will be required to ensure that this BMP is installed per the approved plan and the correct sequence is detailed on approved plans. Furthermore, all site disturbance must be stabilized prior to beginning the BMP installation process to avoid any contamination or performance issues. If components of the BMP become contaminated, excavation may be required. A detail/schematic must be site specific and reflect how associated sub drains are connected to piping and also illustrate all material being used in subgrade when using this BMP.

If you have any questions, please feel free to contact the Deputy Director, David Bradford, at (410) 632-1220, ext. 1143.




# Worcester County

Department of Environmental Programs  
Natural Resources Division

## Memorandum

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**To:** Technical Review Committee

**From:** David Mathers, Natural Resources Planner 

**Subject:** Forest Conservation Review

**Date:** March 27, 2024

**Date of Meeting:** April 10, 2024

**Project:** Baywater Landing Marina

**Location:** 3908 Bayside Road; Tax Map: 73, Parcel: 85

**Owner/Developer:** Baywater Landing, LLC

**Engineer:** O-P-S, LLC

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**This project is not required to comply with the Worcester County Forest Conservation Law.** This request is located within the landward limits of the Atlantic Coastal Bays Critical Area and therefore exempt from the Forest Conservation Act. No comment.

**Citizens and Government Working Together**



# Worcester County

Department of Environmental Programs  
Environmental Programs Division

## Memorandum

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**To:** Technical Review Committee (TRC) for an April 10, 2024 Meeting

**From:** Environmental Programs Staff

**Subject:** Minor Site Plan Review – Baywater Landing Marina  
TM 73, P 85

**Date:** April 4, 2024

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Environmental Programs comments are based on the plans submitted. These comments are subject to change every time a change is made to the plans that affect water and/or sewage for this site.

1. This site plan is assumed to be for the following uses: landing, storage, and a processing and sorting facility for seafood.
2. The water source for the property has been approved for potability. The pumpout station and holding tank denoted on Drawing No. Ex-1 service transient vessels docking at the marina.
3. Food truck delineated on Drawing No. SE-1 is not permitted to our knowledge. If this is to be a designated parking slot for the truck to park for special events, it should be so noted.
4. Similarly, the portable bathrooms shown on SE-1 are not permitted to our knowledge. If this is to be a designated slot for those units during special events, it should be so noted.

**Citizens and Government Working Together**

**WORCESTER COUNTY  
DEPARTMENT OF PUBLIC WORKS  
INTEROFFICE MEMORANDUM**

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**TO:** Stuart White, DRP Specialist  
Development Review and Permitting

**FROM:** Christopher S. Clasing, P.E., Deputy Director

**DATE:** April 5, 2024

**SUBJECT:** TRC Meeting – April 2024 – Roads and Water/Wastewater Comments

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I Baywater Landings

- a) No comments from DPW at this time.

II The Elms

- a) No comments from the Roads Division at this time.
- b) The discharge manhole that the proposed gravity is planned to connect to has a surcharging condition downstream and cannot be utilized. There are two options moving forward:
- One option is to tie into the 4" force main along Rt. 611 frontage which would require converting to E-one grinder units per townhouse. The grinders would be installed by the developer and then privately owned by the new townhouse owners. The County would retain ownership of the trunk line in the road from cleanout to existing force main.
  - Second option would be to make a connection into the Mystic Harbour sewer, off of Fisherman's Drive, utilizing gravity.

## Stuart White

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**From:** Jeffrey Fritts <JFritts@mdot.maryland.gov>  
**Sent:** Friday, March 29, 2024 9:25 AM  
**To:** Stuart White; April Payne; Bill Bradshaw; Brian M. Soper; Catherine Zirkle; Chris Clasing; Dallas Baker; David M. Bradford; David Mathers; Gary Serman; Janet Davis; Jennifer Keener; Jessica Wilson; Joy Birch; Katherine Munson; Kelly Henry; Kevin Lynch; Kristen Tremblay; Kristi Evans; Lisa Lawrence; Mark Gillis; Matt Owens; Matthew Laick; Paul Miller; Robert Mitchell; Tony Fascelli; Betty Smith; Jerry Barbierr; Kathy Drew; kenchurch7@aol.com; Marlene Ott; Mary Knight; Phyllis Wimbrow  
**Subject:** RE: Planning Commission & TRC draft agendas

Stuart,

After a review of the subject developments, SHA determined that the proposed Baywater Landing Marina will have no negative impact to the surrounding State roadway network. The Elms project is currently going thru our review process.

Thanks,



**Jeff Fritts**  
Inspector  
Access Management  
410.677.4039 office  
443.397.5063 mobile  
[Jfritts@mdot.maryland.gov](mailto:Jfritts@mdot.maryland.gov)  
**Maryland Department of Transportation**  
660 West Road, Salisbury, MD 21801

**From:** Stuart White <swhite@co.worcester.md.us>  
**Sent:** Wednesday, March 20, 2024 11:06 AM  
**To:** April Payne <apayne@co.worcester.md.us>; Bill Bradshaw <bbradshaw@co.worcester.md.us>; Brian M. Soper <bmsoper@co.worcester.md.us>; Catherine Zirkle <czirkle@co.worcester.md.us>; Chris Clasing <cclasing@co.worcester.md.us>; Dallas Baker <dbaker@co.worcester.md.us>; David M. Bradford <dbradford@co.worcester.md.us>; David Mathers <dmathers@co.worcester.md.us>; Gary Serman <gserman@co.worcester.md.us>; Janet Davis <jdavis@co.worcester.md.us>; Jeffrey Fritts <JFritts@mdot.maryland.gov>; Jennifer Keener <jkkeener@co.worcester.md.us>; Jessica Wilson <jwilson@co.worcester.md.us>; Joy Birch <jbirch@co.worcester.md.us>; Katherine Munson <kmunson@co.worcester.md.us>; Kelly Henry <khenry@co.worcester.md.us>; Kevin Lynch <klynch@co.worcester.md.us>; Kristen Tremblay <ktremblay@co.worcester.md.us>; Kristi Evans <kevans@co.worcester.md.us>; Lisa Lawrence <llawrence@co.worcester.md.us>; Mark Gillis <MGillis@mdot.maryland.gov>; Matt Owens <mowens@co.worcester.md.us>; Matthew Laick <mllaick@co.worcester.md.us>; Paul Miller <pmiller@co.worcester.md.us>; Robert Mitchell <bmitchell@co.worcester.md.us>; Tony Fascelli <tfascelli@co.worcester.md.us>; Betty Smith <judges45@aol.com>; Jerry Barbierr <jerryba@comcast.net>; Kathy Drew <kdrew5500@verizon.net>; kenchurch7@aol.com; Marlene Ott <marlene@marleneott.com>; Mary Knight <mmknight@comcast.net>; Phyllis Wimbrow <pwimbrow1956@gmail.com>  
**Subject:** Planning Commission & TRC draft agendas



## Worcester County

Department of Environmental Programs  
Natural Resources Division

### Memorandum

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**To:** Technical Review Committee

**From:** Joy S. Birch, Natural Resources Planner III (JB)

**Subject:** April 10, 2024 – Technical Review Committee Meeting

**Date:** April 3, 2024

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**Baywater Landing Marina – Minor Site Plan Review - Landing, storage and processing facility for seafood. Located at 3908 Bayside Road, Tax Map 73, Parcel 85, Tax District 02, C-2 General Commercial District.**

**Critical Area:** This project is located in the Atlantic Coastal Bays Critical Area (ACBCA) program boundary designated Limited Development Area (LDA) and within a Buffer Management Area of A-15. Please see following comments:

1. It appears on the south side of the property that there has been some additional construction that we will need to review at the permitting stage.
2. Please submit the Critical Area review fee of \$100.00 for this Minor Site Plan.

#### **Stormwater Management & Erosion and Sediment Control:**

##### **Stormwater Management & Erosion and Sediment Control:**

This property has already received and complied with all requirements through a Joint Stormwater Management and Shoreline permit.

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General Provisions:

- All Erosion and Sediment controls should comply with the 2011 Maryland Standards and Specifications for Erosion and Sediment Control.
- All Stormwater Management practices shall be designed to meet the requirements of the 2007 Maryland Stormwater Management Act.
- All projects over one (1) acre shall be required to file for a General Permit / Notice of Intent (NOI) for construction activity through Maryland Department of Environment. This is mandated through the Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES). Any permits to be issued by Worcester County for disturbance that exceeds one acre will not be issued without NOI authorization being obtained prior to.

cc: File;  
O-P-S, LLC;  
Brian Soper, NR Administrator.

**TECHNICAL REVIEW COMMITTEE**

DATE OF MEETING: April 10, 2023

PROJECT: The Elms

APPLICANT(S) IN ATTENDANCE:

\_\_\_\_\_  
\_\_\_\_\_

TRC MEMBERS IN ATTENDANCE:

- \_\_\_\_\_ Tremblay, Zoning Administrator
- \_\_\_\_\_ White, DRP Specialist
- \_\_\_\_\_ Miller, Building Plans Reviewer III
- \_\_\_\_\_ Mitchell, Environmental Programs
- \_\_\_\_\_ Evans, Environmental Programs
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- \_\_\_\_\_ Owens, Fire Marshal
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- \_\_\_\_\_ Berdan, County Roads
- \_\_\_\_\_ Wilson, State Highway Admin.
- \_\_\_\_\_ Ezzat, State Highway Admin.
- \_\_\_\_\_ Clasing, W & WW, DPW
- \_\_\_\_\_ Knight, Planning Commission Rep.

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DEPARTMENT OF  
DEVELOPMENT REVIEW AND PERMITTING

## Worcester County

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1201  
SNOW HILL, MARYLAND 21863  
TEL: 410.632.1200 / FAX: 410.632.3008

<http://www.co.worcester.md.us/departments/drp>

ZONING DIVISION  
BUILDING DIVISION  
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION  
CUSTOMER SERVICE DIVISION  
TECHNICAL SERVICES DIVISION

### WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE

April 10, 2024

**The Elms Townhome Community – Minor Residential Planned Community** – Construction Plan Review. Proposed construction of 44 townhouse units reduced to 20 townhouse units. Located on the eastern side of MD Route 611 (Stephen Decatur Highway) approximately 450 feet south from the intersection with Sunset Avenue, Tax Map 26, Parcel 445, Lot 1B, Parcel 445, Lot 2A and Parcel 443, Lot E1, Tax District 10, R-4 General Residential District.

Prepared by: Cathy Zirkle, DRP Specialist III  
Contact: [czirkle@co.worcester.md.us](mailto:czirkle@co.worcester.md.us) or 410-632-1200 ext. 1136

- Zoning can give preliminary approval of the Construction plan pending comments from all remaining departments, specifically road names and unit numbering.

If approved, please refer to [ZS-2-404\(d\) Construction plan approval](#). “The construction plan's approval expires one year from the date of approval unless a record plat is recorded or unless work on improvements shown on the construction plan has actually begun on the site. The recordation of a record plat for a phase of a subdivision (or initiation of construction in a phase) does not vest the approval of the construction plans for the remainder of the subdivision. If construction plans expire, the applicant shall file application with the Department for the reapproval of the construction plans. The Department may reapprove the construction plans only when they are in conformance with all County plans, regulations and ordinances in effect at the time of application for reapproval.”

**\*Final plat may be submitted after construction plan approval.**

In accordance with §ZS 1-322(g), a maintenance and replacement bond for required landscaping is mandatory for a period not to exceed two (2) years in an amount not to exceed one hundred and twenty-five percent (125%) of the installation cost. A landscape estimate from a nursery will be required to be provided at permit stage to accurately determine the bond amount.

Please let me know if I can be of any further assistance.



## Worcester County

Department of Environmental Programs  
Natural Resources Division

### Memorandum

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**To:** Technical Review Committee

**From:** Joy S. Birch, Natural Resources Planner III 

**Subject:** April 10, 2024 – Technical Review Committee Meeting

**Date:** April 3, 2024

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**The Elm's Townhome Community – Residential Planned Community – Construction Plan Review** - Proposed construction of 20 townhome units. Located on the eastern side of MD Route 611 (Stephen Decatur Highway) approximately 450 feet south from the intersection with Sunset Avenue, Tax Map 26 Parcel 445 Lot 1B & 2A and Parcel 443, Lot E1, Tax District 10, R-4 General Residential District, Ocean 8 Group, LLC, owner / Vista Design, inc., engineer.

#### **Critical Area:**

This project is located in the Atlantic Coastal Bays Critical Area (ACBCA) program boundary designated Intensely Developed Area (IDA) and is non-waterfront. Please see following comments:

1. Provide the date of the inspection that the onsite visit was done for the Nontidal wetlands.
2. Provide us with a Critical Area Report as defined within NR 3-109(d)(2).
3. Provide documents that the site will meet the 10 percent pollution reduction requirements. The Department can provide you with a copy of the worksheet if needed.
4. This project meets the requirement for the Maryland Critical Area Commission Project Notification parameters, therefore provide additional copies of the plan, Critical Area Report, 10 percent rule compliance details, and all other pertinent documents when submitted, will be forwarded to Commission Staff for review and comment.

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5. Please submit the Critical Area review fee of \$360.50. Additional review fees will be collected at each step of the RPC process.

**Storm Water Management & Erosion and Sediment Control:**

**Storm Water Management & Erosion and Sediment Control:**

Stormwater Management Concept Plan approval has been received.

**General Provisions:**

- All Erosion and Sediment controls should comply with the 2011 Maryland Standards and Specifications for Erosion and Sediment Control.
- All Storm water Management practices shall be designed to meet the requirements of the 2007 Maryland Storm water Management Act.
- All projects over one (1) acre shall be required to file for a General Permit / Notice of Intent (NOI) for construction activity through Maryland Department of Environment. This is mandated through the Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES). Any permits to be issued by Worcester County for disturbance that exceeds one acre will not be issued without NOI authorization being obtained prior to.

cc: File;  
Brian Soper, NR Administrator (via email);  
Stuart White, DRP (via email).



GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1302  
SNOW HILL, MARYLAND 21863-1294  
TEL: 410-632-5666  
FAX: 410-632-5664

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## TECHNICAL REVIEW COMMITTEE COMMENTS

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**PROJECT: The Elms Townhome Community      TRC #: 20240220**  
**LOCATION: Tax Map 26; Parcel 445; Lot 1B & 2A; Parcel 443; Lot E1**  
**CONTACT: Ocean 8 Group LLC c/o Tauhid Islam**  
**MEETING DATE: April 10, 2024                      COMMENTS BY: Robert Korb, Jr.**  
**Chief Deputy Fire Marshal**

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As you requested, this office has reviewed plans for the above project. Construction shall be in accordance with applicable Worcester County and State of Maryland fire codes. This review is based upon information contained in the submitted TRC plans only, and does not cover unsatisfactory conditions resulting from errors, omissions, or failure to clearly indicate conditions. A full plan review by this office is required prior to the issuance of a building permit. The following comments are noted from a fire protection and life safety standpoint.

### Scope of Project

Revised Preliminary Plat review. The proposed construction of 44 townhouse units, reduced to 20 units. Located on Stephen Decatur Highway, near Sunset Avenue.

### General Comments

1. A water supply for fire protection shall be identified indicating the following:
  - a. Water Source
  - b. Engineering study for reliability of water source
  - c. Size (in gallons) of water source
  - d. Replenishment of water supply
  - e. Diameter of in ground pipe
  - f. Number of hydrants
  - g. Location of hydrants
  - h. Roadway width and surface types
  - i. Distance from hydrant to roadway
2. If public water source, approved plans by the public works department.
3. Water source plans must be approved prior to recording of plat.

4. Fire hydrants shall be located within 3 ft. of curb line. Placement of fire hydrants shall be coordinated with this office prior to installation.
5. Obstructions shall not be placed or kept near fire hydrants, fire department inlet connections, or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately visible and accessible.
6. All underground water mains and hydrants **shall be installed, completed, and in service** prior to construction work or as soon as combustible material accumulates, whichever comes first. A stop work order will be issued if fire hydrants are not in service prior to construction work start.
7. Fire Lanes shall be provided at the start of a project and shall be maintained throughout construction. Fire lanes shall be not less than 20 ft. in unobstructed width, able to withstand live loads of fire apparatus, and have a minimum of 13 ft. 6 in. of vertical clearance. Fire lane access roadways must be established prior to construction start of any structure in the project. Failure to maintain roadways throughout the project will be grounds to issue stop work orders until the roadway access is corrected.
8. Coordinate 9-1-1 addressing with Worcester County Department of Emergency Services (410) 632-1311.

### Specific Comments

1. The proposed townhomes shall be protected by an automatic sprinkler system. Plans shall be submitted and approved by this office prior to the installation of such system.
2. The turning radius shall meet the most restrictive fire apparatus turning radius which is 33 feet inside and 55 feet outside. Approved turnarounds or cul-de-sacs shall be provided on roadways exceeding 150 ft. in length.
3. All fire hydrant locations shall be approved by this office. Install an additional hydrant at the intersection of Aria Drive and Stephen Decatur Highway.
4. A complete set of building plans shall be submitted and approved prior to the start of construction.
5. No further comments at this time.



# Worcester County

Department of Environmental Programs  
Environmental Programs Division

## Memorandum

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**To:** Technical Review Committee (TRC) for an April 10, 2024 Meeting

**From:** Environmental Programs Staff

**Subject:** **Construction Plan Review: The Elms Townhome Community – proposed construction of 20 townhome units.**

**Date:** April 4, 2024

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Environmental Programs comments are based on the plans submitted. These comments are subject to change every time a change is made to the plans that affect water and/or sewage for this site.

1. All fees associated with water & sewer EDUs must be paid prior to building permits & stormwater permits being signed.
2. Plumbing permits will also need to be obtained for the interior work for each residence and a separate one for the site utility work will also be required.
3. There should be no discharge of condensate from residential HVAC systems to the sewer.
4. Plumbing Code is the 2018 International Plumbing Code (IPC) Illustrated (National). The Gas Code is the 2018 International Fuel Gas Code (IFGC), for natural gas. That will change July 1 to the 2021 codes.

**Citizens and Government Working Together**

**WORCESTER COUNTY  
DEPARTMENT OF PUBLIC WORKS  
INTEROFFICE MEMORANDUM**

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**TO:** Stuart White, DRP Specialist  
Development Review and Permitting

**FROM:** Christopher S. Clasing, P.E., Deputy Director

**DATE:** April 5, 2024

**SUBJECT:** TRC Meeting – April 2024 – Roads and Water/Wastewater Comments

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I Baywater Landings

- a) No comments from DPW at this time.

II The Elms

- a) No comments from the Roads Division at this time.
- b) The discharge manhole that the proposed gravity is planned to connect to has a surcharging condition downstream and cannot be utilized. There are two options moving forward:
- One option is to tie into the 4" force main along Rt. 611 frontage which would require converting to E-one grinder units per townhouse. The grinders would be installed by the developer and then privately owned by the new townhouse owners. The County would retain ownership of the trunk line in the road from cleanout to existing force main.
  - Second option would be to make a connection into the Mystic Harbour sewer, off of Fisherman's Drive, utilizing gravity.




# Worcester County

Department of Environmental Programs  
Natural Resources Division

## Memorandum

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**To:** Technical Review Committee

**From:** David Mathers, Natural Resources Planner 

**Subject:** Forest Conservation Review

**Date:** March 27, 2024

**Date of Meeting:** April 10, 2024

**Project:** The Elms Townhome Community – Construction Plan Review

**Location:** Stephen Decatur Hwy; Tax Map: 26, Parcel: 445, Lot 1B, Parcel 445, Lot 2A & Parcel 443, Lot E1

**Owner/Developer:** Ocean 8 Group, LLC

**Engineer:** Vista Design, Inc.

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**This project is subject to the Worcester County Forest Conservation Law.** This property is subject to Forest Conservation Plan (FCP) #97-20. This property has met compliance with the Worcester County Forest Conservation Law through the establishment of on-site Forest Conservation easement, however, according to the plan provided the FCP will require an amendment. This amended FCP must be approved prior to the project being reviewed by the Planning Commission.

**Citizens and Government Working Together**



## Stuart White

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**From:** Jeffrey Fritts <JFritts@mdot.maryland.gov>  
**Sent:** Friday, March 29, 2024 9:25 AM  
**To:** Stuart White; April Payne; Bill Bradshaw; Brian M. Soper; Catherine Zirkle; Chris Clasing; Dallas Baker; David M. Bradford; David Mathers; Gary Serman; Janet Davis; Jennifer Keener; Jessica Wilson; Joy Birch; Katherine Munson; Kelly Henry; Kevin Lynch; Kristen Tremblay; Kristi Evans; Lisa Lawrence; Mark Gillis; Matt Owens; Matthew Laick; Paul Miller; Robert Mitchell; Tony Fascelli; Betty Smith; Jerry Barbierr; Kathy Drew; kenchurch7@aol.com; Marlene Ott; Mary Knight; Phyllis Wimbrow  
**Subject:** RE: Planning Commission & TRC draft agendas

Stuart,

After a review of the subject developments, SHA determined that the proposed Baywater Landing Marina will have no negative impact to the surrounding State roadway network. The Elms project is currently going thru our review process.

Thanks,



**Jeff Fritts**  
Inspector  
Access Management  
410.677.4039 office  
443.397.5063 mobile  
[Jfritts@mdot.maryland.gov](mailto:Jfritts@mdot.maryland.gov)  
**Maryland Department of Transportation**  
660 West Road, Salisbury, MD 21801

**From:** Stuart White <swhite@co.worcester.md.us>  
**Sent:** Wednesday, March 20, 2024 11:06 AM  
**To:** April Payne <apayne@co.worcester.md.us>; Bill Bradshaw <bbradshaw@co.worcester.md.us>; Brian M. Soper <bmsoper@co.worcester.md.us>; Catherine Zirkle <czirkle@co.worcester.md.us>; Chris Clasing <cclasing@co.worcester.md.us>; Dallas Baker <dbaker@co.worcester.md.us>; David M. Bradford <dbradford@co.worcester.md.us>; David Mathers <dmathers@co.worcester.md.us>; Gary Serman <gserman@co.worcester.md.us>; Janet Davis <jdavis@co.worcester.md.us>; Jeffrey Fritts <JFritts@mdot.maryland.gov>; Jennifer Keener <jkkeener@co.worcester.md.us>; Jessica Wilson <jwilson@co.worcester.md.us>; Joy Birch <jbirch@co.worcester.md.us>; Katherine Munson <kmunson@co.worcester.md.us>; Kelly Henry <khenry@co.worcester.md.us>; Kevin Lynch <klynch@co.worcester.md.us>; Kristen Tremblay <ktremblay@co.worcester.md.us>; Kristi Evans <kevans@co.worcester.md.us>; Lisa Lawrence <llawrence@co.worcester.md.us>; Mark Gillis <MGillis@mdot.maryland.gov>; Matt Owens <mowens@co.worcester.md.us>; Matthew Laick <mlaick@co.worcester.md.us>; Paul Miller <pmiller@co.worcester.md.us>; Robert Mitchell <bmitchell@co.worcester.md.us>; Tony Fascelli <tfascelli@co.worcester.md.us>; Betty Smith <judges45@aol.com>; Jerry Barbierr <jerryba@comcast.net>; Kathy Drew <kdrew5500@verizon.net>; kenchurch7@aol.com; Marlene Ott <marlene@marleneott.com>; Mary Knight <mmknight@comcast.net>; Phyllis Wimbrow <pwimbrow1956@gmail.com>  
**Subject:** Planning Commission & TRC draft agendas



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS

**Worcester County**

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LAND PRESERVATION PROGRAMS  
STORMWATER MANAGEMENT  
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WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS  
FOREST CONSERVATION  
COMMUNITY HYGIENE

## MEMORANDUM

DATE: January 17, 2023  
TO: Applicant  
FROM: David M. Bradford, Deputy Director *DMB*  
SUBJECT: Stormwater/Sediment Erosion Control Plan/Permit

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Please note, if a Stormwater plan is approved by this office and does not include phasing, the corresponding permit can only receive Stormwater Final approval once all improvements are completed and the entire site is stabilized. This includes properties which have multiple Building or Zoning permits associated with the Stormwater plans. If a Stormwater Bond is required per the permit, the bond will only be released once a Stormwater Final approval takes place.

Additionally, if pervious pavement (i.e. asphalt, concrete) is proposed as a Stormwater Best Management Practice (BMP), an engineer will be required to ensure that this BMP is installed per the approved plan and the correct sequence is detailed on approved plans. Furthermore, all site disturbance must be stabilized prior to beginning the BMP installation process to avoid any contamination or performance issues. If components of the BMP become contaminated, excavation may be required. A detail/schematic must be site specific and reflect how associated sub drains are connected to piping and also illustrate all material being used in subgrade when using this BMP.

If you have any questions, please feel free to contact the Deputy Director, David Bradford, at (410) 632-1220, ext. 1143.