

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE
AGENDA**

**Wednesday, September 11, 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. Sunset Marine Park – Major Site Plan Review

Site development consisting of 5,500 sq. ft. retail office building with residential space above, two (2) contractor shop buildings totaling 17,500 sq. ft. with residential space above, a 25,039 sq. ft. watercraft service building, a four-unit townhouse building, and one (1) duplex housing unit. Located between Sunset Avenue and Old Bridge Road, approximately 1,200 feet east of the intersection of Sunset Avenue and MD Route 611, Tax Map 27, Parcels 264 & 589, Tax District 10, C-2 General Commercial / R-3 Multi-family Residential, Old Bridge Sunset Holdings, LLC, owner/ GMB, LLC, architect/engineer.

B. Adjourn

TECHNICAL REVIEW COMMITTEE

DATE OF MEETING: September 11, 2024

PROJECT: Sunset Marine Park – Major Site Plan Review

APPLICANT(S) IN ATTENDANCE:

TRC MEMBERS IN ATTENDANCE:

- _____ Tremblay, Zoning Administrator
- _____ DRP Specialist
- _____ Miller, Building Plans Reviewer III
- _____ Mitchell, Environmental Programs
- _____ White, Environmental Programs
- _____ Bradford, Environmental Programs
- _____ Birch, Environmental Programs
- _____ Mathers, Environmental Programs
- _____ Owens, Fire Marshal
- _____ Lynch, County Roads
- _____ Berdan, County Roads
- _____ Wilson, State Highway Admin.
- _____ Fritts, 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 September 11, 2024

#### A. Sunset Marine Park – Major Site Plan Review

Site development consisting of 5,500 sq. ft. retail office building with residential space above, two (2) contractor shop buildings totaling 17,500 sq. ft. with residential space above, a 25,039 sq. ft. watercraft service building, a four-unit townhouse building and one (1) duplex housing unit. Located between Sunset Avenue and Old Bridge Road, approximately 1,200 feet east of the intersection of Sunset Avenue and MD Route 611.

**Prepared by:** Kristen M. Tremblay, AICP, Zoning Administrator

**Contact:** [ktremblay@co.worcester.md.us](mailto:ktremblay@co.worcester.md.us) or (410) 632-1200

#### **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:

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

|          |                                                                                |
|----------|--------------------------------------------------------------------------------|
| §ZS1-210 | C-2 General Commercial District                                                |
| §ZS1-207 | R-3 Multi-Family Residential                                                   |
| §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 |

**GENERAL:**

1. As there are limited EDU's available, the site plan may only be considered for the portion of the development that has EDU availability (proposed watercraft service facility). The buildings and structures that will not be developed at this time will need to be removed from the site plan. No future phases should be shown on the site plan unless associated with the watercraft service facility. When EDU's become available, a site plan amendment will need to be submitted with the remaining buildings and structures. Please note that some comments below are geared towards future submission of the site plan for amendment and review of the buildings that do not have EDU's available currently.
2. Please provide an overall proposed site plan sheet separate from SWM and E&SC layers.
3. On sheet G1.2, phase 1 shows a 'temporary storage area' in the location for the watercraft service facility. Is that intended to be a phase 1? If Phase 1 is to be the watercraft service building itself and not just a temporary storage area, the labeling should be adjusted to reflect that. Please show just the phases of the watercraft service facility for this review, if proposed.
4. Please note that 2018 IBC has been replaced with 2021 IBC and should be reflected on the plan.
5. An interparcel connector will be required to the eastern property.  
<https://ecode360.com/14021022>

6. Please note that the County requires zoning permits for any future signage in accordance with §ZS1-324.

**DESIGN GUIDELINES:**

7. “All commercial or industrial development shall be subject to the provisions of the Worcester County “Design Guidelines and Standards for Commercial Uses.” §ZS1-317(a)(1). More complete architectural designs will need to be provided to the Planning Commission in order for them to review the proposal within the parameters of the Design Guidelines. Note that if design changes are proposed after the initial review by the Planning Commission, that it may require additional review by the Planning Commission again in the future.
  - a. Please include the materials and colors proposed on the elevations. Show roof pitch.
  - b. The Design Guideline Architectural Tradition for this area calls for Seaside. The proposed watercraft service facility appears to be more in alignment with the Agricultural Tradition.

**More information for the Design Guidelines may be found at the end of this staff report.**

**TWO-FAMILY, MULTI-FAMILY AND TOWNHOMES**

8. The two-family and multi-family development is subject to §ZS1-312. <https://ecode360.com/14020566>
  - a. Lighting of the parking areas and walkways will need to be shown.
  - b. Open space will need to be provided equal to not less than 30% of the total lot area. A commonly owned area will need to be provided for recreational uses and not less than 300 square feet per dwelling unit.
9. The townhomes are subject to §ZS1-313. <https://ecode360.com/14020577>
  - a. No principle structure shall be located within 25 feet of any perimeter property line or public right-of-way per §ZS1-313(a)(1).
  - b. Lighting of the parking areas and walkways will need to be shown.
  - c. Open space will need to be provided equal to not less than 30% of the total lot area. A commonly owned area will need to be provided for recreational uses and not less than 1,000 square feet for less than five (5) dwelling units. Please provide more detail on the types of recreational equipment proposed.

**PARKING:**

10. Parking will need to be phased in alignment with the first phase of the development. Please indicate the parking that will be needed for the watercraft services facility. All other areas may be paved but does not necessarily need to be demarcated until future phases are approved through site plan review. If another idea is considered (e.g. having an entrance only to the watercraft service that bypasses the fronts of the parcel and then developing the areas for parking later, please show this on the plan accordingly).

11. Please provide information on the number of parking spaces to be provided (not just required) in the parking calculation table. Also note that all parking above the minimum must be pervious in accordance with: <https://ecode360.com/14021049>. Please demarcate which parking spaces are to be pervious and include a notation near the parking calculations table. The parking calculations table provided within the packet narrative of changes references 'required EDU' at the header and does not seem applicable to parking.

#### **ENTRANCES:**

12. Is the right-of-way at the entrance to Sunset Avenue at least 50 feet in width? If not, please add 25 feet to be measured from the centerline of the right-of-way for the front yard setback per §ZS1-305(b)(1). <https://ecode360.com/14020399>
13. As Old Bridge Road is considered a minor collector highway per §ZS1-326, a 50-foot setback applies. Additionally, since the right-of-way is less than 50 feet in width, an additional 25 feet will need to be added, but measured from the centerline of the right-of-way and not the front property line per §ZS1-305(b)(1). Please update the cover sheet and all sheets to reflect the BRL accordingly. <https://ecode360.com/14020400> & <https://ecode360.com/14020399>
14. Additionally, no rear setbacks are applicable (having two front yards) and should be removed from the cover sheet.

#### **DUMPSTERS:**

15. Please provide more information on the dumpster enclosures including heights. Which is the one to have vinyl and wood, respectively, as shown on the site plans? The details suggest two (2) different types of dumpster enclosures. Please show the one that is associated with the watercraft service facility.  
<https://ecode360.com/14020431>

#### **FENCING:**

16. Is any permanent fencing proposed? If so, where on the site, what type is it and to what is the height? The line ---x---x---x does not have a legend item and it is not clear if this is for permanent fencing, silt fencing, or something else.

#### **LANDSCAPING:**

17. There is a tree proposed at the easternmost corner of the building 1. If that is to be an emergency access point for the rear of the structure, would it be easily accessible to emergency personnel with a Willow Oak proposed there? Also, recommend 'no parking in access aisle' signage for the areas in front of the emergency access points.
18. Landscaping in accordance with ZS1-322(f)(5) will be required along the road frontage of Sunset Avenue. <https://ecode360.com/14021138> Please account for appropriate clear sight distances at entrances.

19. Landscaping in accordance with §ZS1-322(e)(5)(7) will be required along the road frontage of Old Bridge Road. <https://ecode360.com/14021131> Please account for appropriate clear sight distances at entrances.
20. A planting area is required at the end of each row of parking in accordance with <https://ecode360.com/14021133>
21. Please add a note on Sheet L1.0 that vegetation substitutions or changes in locations cannot be done without prior authorization from the County.
22. Trees within the parking areas need to be a minimum of ten feet in height at installation. Please adjust Sheet L1.0 accordingly. <https://ecode360.com/14021134>
23. Please note that in phased construction, the first phase shall at a minimum include the landscaping of property perimeters, entry drives, and stormwater management ponds as well as required parking lot and building landscaping.

### **SIDEWALKS:**

24. Please add human-scale lighting to the sidewalks in accordance with Section 16(b)(2) of the Design Guidelines, unless a waiver is being requested. If so, please indicate in your response narrative that this will be sought.
25. Please call out the intended sidewalks more specifically and include a notation on the widths.

### **LIGHTING:**

26. More information on the locations and type of lighting should be included on the site plan and appropriate detail sheet(s). <https://ecode360.com/14021143>

### **OPEN AND COMMUNITY SPACES:**

27. Please indicate where open space for residential use is to be located and will need to be in accordance with §ZS1-312 and §ZS1-313.
28. The proposed community space, while ‘centrally located’ does not appear to be in a space where it is placed in areas with the highest pedestrian traffic. Is there another location that might be appropriate?
  - a. Additionally, please indicate what type of community feature is proposed: Page 74 – Design Guidelines – “(1) Each commercial structure shall contribute to the improvement of public spaces by providing a community space that is centrally located, connected to the pedestrian walkway and placed in areas with the highest pedestrian traffic. It should be constructed of materials that are similar to the principal materials of the building and landscaped compatibly. This community space shall provide seating and at least one of the following:” - unless a waiver is being requested, if so please indicate in your response narrative:
    - A. Patio.
    - B. Pedestrian plaza.
    - C. Transportation center.
    - D. Window shopping walkway.

- E. Outdoor playground area.
- F. Kiosk area.
- G. Water feature.
- H. Clock tower.
- I. Other such deliberately shaped area or focal feature or amenity that, in the judgment of the Planning Commission, adequately enhances such community and public spaces.”

**STANDARD REQUIREMENTS:**

29. 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.
- a. §ZS1-322(g). “Installation of landscaping; installation bond. Landscaping shall be installed in accordance with the approved landscape plan. Installation of the landscaping shall be complete or bonded in the same manner in which other site improvements are required to be installed or bonded prior to the approval of the subdivision plat or issuance of a zoning certificate or other approval. Prior to the occupancy of the structure or use requiring the landscaping a perpetual landscaping installation and maintenance agreement shall be executed and recorded among the land records of Worcester County to guarantee the planting material’s continued viability.”
  - b. Each landscaped area must be readily accessible to a water supply. Unless xeriscaping plant material and technologies are employed, all landscaped areas shall provide an automatic irrigation systems with rain sensors. Drip irrigation systems are preferred. If an automatic system is not feasible, the Planning Commission at its discretion may approve an alternate watering system to maintain the plant material.

**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: For a Major Site Plan, please address all comments provided by the TRC and resubmit any changes as needed for the Planning Commission. If approved by the Planning Commission, 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 any 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.**

**Design Guidelines Review:**

**Section 6(b)(1):** “Structures and other site improvements shall be complementary to and in harmony with the surrounding natural features. These natural and site features shall be accommodated in the design of new development.” Please indicate if a waiver is being requested or how this proposal will be complementary and in harmony with the surrounding natural features.

**Section 7(b)(1)(B).** “A proposed building containing a single establishment or a multi-user building with only internal access to the individual uses shall contain no more than twenty thousand square feet in gross floor area unless divided into visually distinct modules. These modules should be made to appear as either individual buildings or as additions to the primary structure.” The watercraft service facility exceeds 20,000 square feet and does not provide a visually distinct module. Please provide or indicate if a waiver will be requested.

**Section 7(b)(3)(B).** “Commercial developments with either multiple buildings or modules shall have consistent design elements that create patterns and rhythms. Fenestration, materials, finished, colors, roof lines, details, street furniture, signs, etc. shall have a consistent theme and style.” Please include a narrative on how this is being met, more particularly within a master concept plan (below).

**Section 7(b)(3)(C).** Please note: “It is encouraged that developments planned to occur over a period of time have a master concept plan in place from the outset that provides for design compatibility throughout the buildings, the site and any outparcels. This concept plan should be general in nature and is not to be construed as a site plan required by or in compliance with ZS1-325.”

**Section 8(b)(1).** “Roofs shall use simple forms, such as gable, hip and shed types, and traditional roof pitches of four in twelve to twelve in twelve.” The watercraft service facility is showing a flat roof and the other buildings have some slope, but do not appear to be 12:12. Please provide the pitch and indicate if waivers are being requested.

**Section 8(b)(2).** “Other than as provided in (3) below, roofs shall have two or more of the following features:

- A. Sloped roofs that do not exceed the average height of the supporting walls, with an average slope of six in twelve or higher up to a twelve in twelve pitch.
- B. Overhanging eaves, extending past the supporting walls not less than sixteen inches for buildings two stories or less and twenty-four inches for buildings greater than two stories.
- C. Dormers.
- D. Three or more roof slope planes.

Please indicate if any of these items will be provided, and if not, if a waiver is being requested.

Section 8(b)(4). “The appearance of flat roofs is prohibited in areas other than the town center tradition. Flat roofs may be provided for mechanical and other equipment if the equipment is screened.” Please indicate where mechanicals will be placed on each building and if screening will be provided. As the watercraft service facility is shown having a flat roof, please indicate if this will be adjusted or if a waiver is being requested.

Section 8(b)(6). “Projects with multiple buildings shall have roofs of similar styles and pitches, though variation in height and orientation is encouraged to add visual interest.” Please indicate if the watercraft service facility will be adjusted to have similar roof pitches, and if not, if a waiver is being requested.

Section 8(b)(9). “Roofs and their components shall appear to be a functional design element rather than a false façade or add-on element. For example, fake dormers or cupolas generally appear as “tacked on” and are discouraged.” Are the ‘chimney’s functional? If not, please indicate if they are intended to stay and if so, a waiver will need to be requested.

Section 8(b)(10). Please note: “HVAC, mechanical equipment or other rooftop installations shall be completely screened from view.”

Section 8(b)(11). Please note: “Roll roofing, built-up roofs, plastic and fiberglass tiles should not be used on the visible surfaces or roofs. Low-grade asphalt shingles are only appropriate for residential buildings. Architectural grade asphalt shingles can be used to good effect.” Please indicate the materials intended to be used for roofing.

Section 9(b)(2 & 3). “Appropriate materials for exterior walls and trim shall cover at least seventy-five percent of the surface area (excluding windows, doors, etc.) and shall include the following:

- A. Wood and hardy plank clapboard or shingles.
- B. Brick.
- C. Tinted and textured concrete masonry units.
- D. Vinyl and metal siding replicating the look of wood.
- E. Detailed stucco and exterior insulation and finish system (EIFS) 6.”

“Exterior wall or trim materials shall not include the following unless their finished appearance complies with (2) above:

- A. Smooth faced concrete block.
- B. Tilt up concrete panels.
- C. Prefabricated steel panels.
- D. Reflective or tinted glass, metallic or stone wall panels.
- E. Veneer systems of simulated heavily textured stucco, brick or stone.
- F. Stone.
- G. Undetailed exterior insulation and finish system (EIFS).”

Staff is unable to determine the materials proposed for use and will need to be included in any

resubmission for review.

Section 9(b)(4). Please note: “Similar exterior wall materials and trim, along with window and door styles shall be used to establish the building style and to visually link buildings together, particularly in projects with multiple buildings.”

Section 9(b)(5). “If exposed, concrete or block foundations shall be painted in a neutral color and shall not have an exposure of more than sixteen inches unless hidden by landscaping or appropriate wall materials or required by unique site conditions or building code compliance. Brick facing is preferred and such foundations may have a greater exposure.” Please indicate what materials and colors will be used at the foundations of all the buildings.

Section 10(a)(3). “Symmetry shall be used to attain visual balance in the building’s composition by creating order within the elements of that composition. Groups of elements are read visually by their rooflines. Under each roofline, a composition is formed which is visually enhanced when symmetry is achieved.” As the watercraft service facility is proposed to have a flat roof and the remaining buildings pitched, please indicate if the watercraft service facility will be provided a pitched roof or if a waiver is being requested.

Section 10(b)(1)(A). “Elements within each segment of the façade shall be symmetrical. Façade elements and openings shall be repeated in the same positions on either side of an imaginary central vertical line of that segment. Minor variations to a symmetrical condition can be absorbed while maintaining an overall sense of the balance.” Buildings 1-3 appear to have symmetry. The watercraft service facility does not appear to have symmetry in the elements and openings. Please provide or indicate if a waiver is being requested.

Section 10(b)(1)(B & C). “No uninterrupted width of any façade shall exceed sixty horizontal feet.” & “Facades greater than sixty feet in width shall be provided with wall plane projections or recesses that:

1. Have a depth of at least two feet or three percent of the façade width, whichever is greater; and
2. Extend at least twelve feet or twenty percent of the façade with, whichever is greater.”

Please provide interruptions, wall plane projections or recesses, for any façade greater than sixty horizontal feet or indicate if a waiver is being requested.

Section 10(b)(1)(E). “Facades shall include at least two continuous details of twelve inches or less in height within the first ten feet of the building wall, measured vertically at street or sidewalk level.” Please provide the dimensions of the details being provided.

Section 10(b)(1)(F). “A minimum of one significant detail or massing component shall be repeated at least three times along each façade. The scale of the chosen element should relate to the scale of the structure.” Please include dimensions of details already proposed, and include

additional details or indicate if a waiver is being requested.

Section 10(b)(1)(H). “Facades shall incorporate transparent features such as windows and doors over a minimum of twenty-five percent of the surface area of façade but shall not exceed forty percent.” Please provide the percentages of transparent feature coverage over each façade on the architectural.

Section 10(b)(1)(I). “Ground level windows shall extend above a base that is at least twenty-four inches in height.” Please show the distance from the base to the windows. If this amount is less than twenty-four inches in height, please adjust or indicate if a waiver is being requested.

Section 10(b)(1)(J). “The building façade shall have a clearly identifiable base, body and cap with horizontal elements separating these components. The component described as the body shall constitute a minimum of fifty percent of the total building height.” The watercraft service facility does not appear to have a clearly identifiable cap. If a flat roof is being requested for waivers, it is recommended that a design element be incorporated to provide a visual cap. If not, please indicate if a waiver is being requested.

Section 10(b)(1)(M). “Each building floor shall be expressed on the façade by trim bands or masonry courses to define floor lines and thus help define human scale.” Building 1 appears to meet this standard, however buildings 2 and 3 do not. Further, if the watercraft service facility is to have floors, a trim band or masonry course should be added or a waiver should be requested.

Section 10(b)(2). “Side and rear facades. Side and rear facades may or may not qualify as public facades but often present an unattractive view of blank walls, loading and storage areas, HVAC units, garbage bins and other utility spaces. Architectural and landscaping features shall mitigate these impacts. When visible to the public or to adjoining properties, the side and rear elevations of buildings shall generally exhibit a similar level of design as the public façade, with the same architectural style, use of materials and details. The number and prominence of elements may be downplayed but their overall composition shall be easily recognizable as a subset of the front façade.” Please consider adding to the horizontal floor line with trim bands or masonry courses to all sides of the building which may help in meeting this standard. If no additional details are proposed, please indicate that a waiver to this provision is being requested.

Section 10(b)(2)(A). Please note that: “Any building façade located less than seventy-five feet from a property line shall be considered a public façade and shall comply with the requirements of subsection (1) above for public facades.” This also includes the sides of the watercraft service facility. If no changes to the sides and rear facades are proposed, please indicate that a waiver is being requested.

Section 10(b)(2)(B). Please note that: “All mechanical or utility equipment and other utility areas placed along any façade, including those at the side or rear of a structure, shall be screened from

view with materials in keeping with the façade or landscaping and shall not impede vehicular or pedestrian traffic.” Please indicate where mechanicals or other utility equipment will be placed for each structure.

Section 10(b)(2)(C). Please note that: “If required parking is to be provided along the side or rear facades, pedestrian walkways, entry features, exterior lighting and landscaping shall be provided in accordance with all such requirements herein contained in order to be receptive, safe and please to the public and employees.” Is any sidewalk proposed around the watercraft services facility? Any foundation landscaping proposed? Lighting? Entry features for the public entrance to the watercraft services facility? Please indicate which items will be included and which items will require a waiver request.

Section 10(b)(2)(D). Please note: “Where the rear façade of any building faces adjacent residential uses or zoning or a public right-of-way, landscaping which functions as a visual screen in accordance with the landscaping requirements of the *Zoning and Subdivision Control Article* shall be provided. The visual screen may include an earthen berm of no more than three feet in height.” The rear of building 2 abuts to adjacent contractors shop’s and a provided emergency access. A waiver should be requested for this building. The rear of the water craft services facility also abuts to contractors shops and should also request a waiver in order to provide emergency access.

Section 11(b)(1). “Each principal building shall have clearly defined readily visible customer entrances with at least two of the following features:

- A. Canopy or portico.
- B. Overhang.
- C. Recess or projection.
- D. Arcade.
- E. Raised corniced parapet over the entry door.
- F. Peaked roof.
- G. Arch.
- H. Outdoor patio.
- I. Display window.
- J. Architectural details such as color changes, siding variations, tile work or defining moldings which are integrated into the building structure and design.
- K. Planter or wall of reduced height that incorporates or frames landscaped areas and/or places for sitting.”

Building #1 has provided a portico and a peaked roof and meets this standard. Buildings #2 & #3 do not have these features and would need to be adjusted or a waiver requested. The watercraft services facility does not appear to have any of these features and would need to be adjusted or a waiver requested as well.

Section 11(b)(2). “Where additional commercial uses will be located in the principal building

and occupy five thousand square feet of gross floor area or more, each such commercial use shall have at least one exterior customer entrance conforming to the above requirements.” Buildings #2, #3 and the watercraft services facility should be adjusted or a waiver requested.

Section 11(b)(4). “Any façade fronting required parking shall have an entry meeting the standards of this section.” The entries at the facades should either be adjusted or a waiver requested.

Section 11(b)(5). Building entries shall be located at the sidewalk edge wherever possible and particularly when the style of the structure is in the town center tradition.” Please call out the sidewalks more notably on the site plan to determine if this standard is being met or if a waiver would need to be requested.

Section 12(b)(1). Please provide color scheme: “Color schemes shall be simple and incorporate related colors of complimentary hues and shades. They shall include a maximum of two primary colors (those base colors chosen to dominate a color scheme), with a maximum of two secondary colors (contrasting colors used to emphasize architectural elements). Wall, roof, and major and minor accent colors should be sufficient.”

Section 12(b)(2). “While each building within a complex does not have to be of the same base primary color, it shall be of a color that is compatible with other selected colors on the site.”

Section 12(b)(3). “Façade colors shall be nonreflective, subtle, neutral or earth tones. The use of high intensity, metallic or fluorescent colors is prohibited.

Section 12(b)(4). “Building trim and accent areas may feature brighter colors. Neon tubing shall not be an acceptable feature for building trim or accent area unless it is used as an artful design accent.”

Section 13(b)(1). Please indicate which two elements have been included for each building. “Building facades must include a repeating pattern that shall include at least two of the elements listed below. At least one of these elements shall repeat horizontally. All elements shall repeat at least every thirty feet, either horizontally or vertically.

- A. Color change.
- B. Texture change.
- C. Material change.
- D. An architectural or structural bay with a change in plane at least twelve inches in width, such as an offset, reveal or pilaster.

Section 13(b)(2). “Walls in public view shall incorporate fenestration. Windows shall be individually recognizable units in scale with the structure. They are very effective for visual interest and add a sense of scale. Window area should not exceed forty percent of a façade’s

area. Curtain walls and other floor to ceiling windows or conversely, undersized windows distort scale and should not be used. Windows should be rectangular with the longest dimension in the height.” Please indicate the percentage of façade area for each wall. For square windows, please consider adjusting to rectangular or indicate that a waiver is being requested. For the facades that do not have windows, please consider adding or requesting a waiver. If a waiver is requested, please indicate which building and which wall the waiver is being requested for.

**Section 14.** Please note the following section when designing signage: Section 14. More particularly, Sections 14(b)(1-7).

**Section 15(b)(2).** Please note: “The internal vehicular and pedestrian circulation within a development involving multiple buildings or lots must interconnect within the sites and to external pathways in an obvious and consistent manner.”

**Section 15(b)(6).** Please call out sidewalks more clearly on site plan to determine if this section is being met: “All internal walkways shall link to existing walkways both on site and off site and must coordinate with any adopted sidewalk/bikeway/trail/greenways plan for the area.”

**Section 15(b)(7).** Please call out sidewalks more clearly on site plan to determine if this section is being met: “A pedestrian accessway to other customer entrances, public spaces and parking areas shall be provided for every customer entrance.”

**Section 15(B)(8 & 9).** Please note: “Parking lots shall be set back a minimum of fifteen feet from any public or private rights-of-way and shall provide for clear sight distance. This setback is to be vegetated in accordance with the requirements of the *Zoning and Subdivision Control Article.*” & “Parking areas are to be vegetated in accordance with the requirements of the *Zoning and Subdivision Control Article.*”

**Section 16(b)(1).** “Pedestrian and bicycle circulation shall be identified on and be a required part of site plans. Internal as well as off site pedestrian and bicycle circulation paths shall be shown.” Please show all paths proposed for both bicycle and pedestrian.

**Section 16(b)(2).** “Sidewalks at least five feet in width shall be provided along all sides of the lot that abut a public or private right-of-way. Sidewalks shall be provided with human-scale lighting to create a safe and attractive pedestrian atmosphere.” Please show the dimensions of sidewalks proposed and show human scale lighting. If no human scale lighting is proposed, please indicate that a waiver is being requested.

**Section 16(b)(3).** Please provide and clarify on the site plans or request waivers to the following: “Continuous internal pedestrian walkways, no less than five feet in width, shall be provided from the public sidewalk or right-of-way to the principal customer entrance of all principal buildings on the site. At a minimum, walkways shall connect focal points of pedestrian activity such as



transit stops, road crossings, and building and store entry points. These walkways shall feature adjoining landscaped areas on each side that are at least three feet in width and that include shade trees a maximum of thirty feet on center as well as shrubs, benches, flower beds, ground covers, or other such materials. These landscaped areas shall extend for no less than fifty percent of the length of the sidewalk. The landscaped area required on either side of the sidewalk may be combined on one side of the said sidewalk for a minimum of a six foot wide landscaped area. Convenient access points to the sidewalk from parking areas shall be provided, particularly through adjacent landscaping. Pedestrian walkways within parking areas shall be provided where the depth of the parking area and its landscaping exceeds ten spaces or one hundred feet, not include any vehicular travelways. Additionally, the pedestrian walkways and associated landscaping shall be provided no less than every other bay of parking.”

Section 16(b)(4). “Pedestrian connectivity between buildings and parking areas, external sidewalks, outparcel buildings, and transit stops shall be clearly indicated through the use of sidewalks and landscaped areas. A sidewalk from the parking area to each customer entrance of a building is required.” Please indicate on the site plan where this has been provided and consider adding sidewalks to the remaining buildings or request a waiver.

Section 16(b)(5). “Demarcation of pedestrian and bicycle routes shall be required by utilizing a combination of a change in paving surface materials, landscaping, signage, or safety and directional lighting. All internal pedestrian walkways shall be distinguished from driving surfaces by durable, low maintenance surface materials such as pavers, brick, stamped asphalt or scored concrete to enhance pedestrian safety and comfort as well as the attractiveness of the walkways. All such walkways should be constructed of pervious materials.” Please indicate change in materials, any landscaping, signage, or lighting to be used for this standard.

Section 16(b)(6). “All internal walkways shall link to existing walkways both on site and off site and must coordinate with any adopted sidewalk/bikeway/trail/greenways plan for the area.” Please call out where the sidewalks are located more clearly to be able to determine if this standard has been met.

Section 16(b)(7). “For multiple establishment buildings with separate exterior customer entrances the following shall be applicable:

- A. A sidewalk from the parking area to each customer entrance shall be provided, either individually or in conjunction with other sidewalks.”
- B. All facades with multiple exterior customer entrances shall include a sidewalk a minimum of five feet in width connecting all entryways.”

Please consider adding sidewalks to the buildings that do not appear to have them on the site plan, particularly the watercraft services building. If this is not proposed and five feet in width, a waiver would need to be requested.

Section 16(b)(8). “Sidewalks, no less than five feet in width, shall be provided along the full

width of the building along any façade featuring a customer entrance and along any façade abutting required parking areas. Such sidewalks shall be located at least six feet from the façade of the building to provide planting beds for foundation landscaping, except where features such as arcades or entries are part of the façade. Additionally, seating areas for pedestrians shall be provided near the entry and under protective coverings. Seating should be provided at least one every hundred feet of sidewalk along building facades having customer entrances.” No foundation plantings appear to have been provided. Again, it is unclear what the depth of the sidewalks that are proposed are, and this standard is difficult to determine if it has been met based on the information provided.

Section 16(b)(9). “Internal pedestrian walkways shall provide weather protection features such as awnings or arcades at all customer entrances.” This appears to have been provided for building #1. The remaining buildings have not provided weather protection from what staff can discern, so if this is provided, please call out more specifically in the architectural drawings or request a waiver.

Section 16(b)(10). “Bicycle lanes shall be provided on ingress and egress routes. These lanes shall be appropriately signed or otherwise demarcated. Bicycle racks shall be provided in accordance with the *Zoning and Subdivision Control Article*.” No lanes appear to have been provided. If a lane is proposed considering the residential component, it should be highlighted on the site plan or a waiver requested.

Section 17(b)(5). “A thirty-five foot deep landscaped buffer shall be provided in the front yard setback of all properties fronting on an arterial or major collector highway. Exceptions to this requirement include those parcels fronting on the Worcester County Service Road (Samuel Bowen Boulevard) as well as the area of West Ocean City or, more specifically, that area bound on the east by the Harry Kelley Bridge, on the south by Airport Road, on the west by Herring Creek and on the north by the Isle of Wight Bay. Existing trees six inches in caliper or greater measured at four and one half feet above existing grade should be retained in the thirty-five foot landscaped buffer. Wherever possible the buffer shall be designed and maintained to provide a continuous or nearly continuous vegetated frontage along the roadway, particularly to obscure vehicle parking areas from view. The vegetation shall be of sufficient maturity and spacing to achieve this buffering effect within five years of its planting. The incorporation of berms is strongly encouraged to maximize the short and long term buffering effect provided such berms do not exceed three feet in height. An entrance area up to seventy-five feet from the pavement or curb line on each side of road access points may be more formally landscaped.” Please provide more landscaping along both entrances in accordance with ZS1-322 and Section 17(b)(5).

Section 17(b)(6). “Landscape buffer planting areas shall be a minimum of six feet in depth from perimeter walkways, curbs and property lines along all sides of the property except where required to provide a greater depth.” Please provide more landscaping within the landscape buffer planting areas or request a waiver.

Section 17(b)(7): Please consider adding more vegetation to facades with customer entrances per the following or request a waiver. “Facades with customer entrances shall have significant landscaping in order to provide visual interest, prevent monotony, break up wall and pavement expanses, and clearly define entries. Building perimeter landscaping shall be installed and maintained along at least fifty percent of the facade width. The building perimeter landscaping shall be in landscaped areas, raised planters, or planter boxes that are each a minimum of five feet wide and are a maximum of ten feet from the building. These areas shall be landscaped with plant clusters of varied species and heights.”

Section 17(b)(8). Please consider adding more vegetation to the facades per the following or request a waiver: “All other facades, except the facade incorporating the service area, shall be buffered from public view with no less than a ten foot wide buffer with foundation planting. The buffer shall, at a minimum, have landscaping in planters or planter beds which extend a minimum of three feet from the building along the entire width of the facade, and contain plant clusters of varied species and heights.”

Section 17(b)(11). Please note: “Maintenance ensures that the landscape design reaches its potential and remains an asset. All plantings shall be maintained in a healthy and suitably pruned state. Any landscape element that dies or is otherwise removed shall be replaced during the next planting seasons with the same variety of plant or one of similar height and texture as that originally planted. Native replacements are preferred.”

**Section 18**. More information is requested on the type, location and lumens/wattage of any lighting proposed in order to more accurately review this section.

Section 18(b)(1). Please note: “All projects shall comply with the terms of the *Zoning and Subdivision Control Article*.”

Section 18(b)(5). Please note: “Wall packs shall be used as special purpose building security lights only. Wall packs may not be used as accent or general building/site lighting. They shall be fully shielded and direct light downward only and shall be equipped with true cut-off type bulbs. Spillover of light and glare from wallpacks shall not be visible at any property line. Lumen output should be two thousand or less.”

Section 18(b)(6). Please note: “Pole mounted generic floodlight fixtures are prohibited when used to illuminate building or site features.”

Section 18(b)(7). Please note: “Parking lot lighting shall be provided by fixtures that restrict the light to the parking area only.”

Section 18(b)(8). Please note: “Night lighting must be provided for all pedestrian walkways and where stairs, curbs, ramps and crosswalks occur. Pedestrian lighting may be accomplished by

bollard style or other appropriate fixtures.”

**Section 18(b)(9&10).** Please note: “Transparent and translucent canopies and similar appurtenances may not be internally lit unless they are lit at low levels integrated into the design.” And “ All canopy lights must be recessed so that no lens or light source drops below the ceiling surface of the canopy. Canopy fixtures must use horizontal lamps.”

**Section 19(b)(1).** More information is requested for the community space in accordance with the following: “Each commercial structure shall contribute to the improvement of public spaces by providing a community space that is centrally located, connected to the pedestrian walkway and placed in areas with the highest pedestrian traffic. It should be constructed of materials that are similar to the principal materials of the building and landscaped compatibly. This community space shall provide seating and at least one of the following:

- A. Patio.
- B. Pedestrian Plaza.
- C. Transportation center.
- D. Window Shopping Walkway.
- E. Outdoor playground area.
- F. Kiosk area.
- G. Water feature.
- H. Clock Tower.
- I. Other such deliberately shaped area or focal feature or amenity that, in the judgement of the Planning Commission adequately enhances such community and public spaces.”

**Section 20(b)(4).** Please note: “There shall be no outdoor storage, sale or display in required parking spaces nor shall any occur on exterior walkways which reduces the unobstructed walkway to less than five feet.”

**Section 20(b)(5).** Please provide more information on the following: “The general location of all mechanical equipment such as compressors, air conditioners, antennas, pumps, heating and ventilating equipment, emergency generators, chillers, elevator penthouses, water tanks, stand pipes, solar collectors, satellite dishes and communication equipment, and any other type of mechanical equipment for the building must be shown on the required site plans and architectural drawings. All such equipment should be located either within the structure or on its roof and screened on all sides to full height by building parapet walls or other building elements that appear as integral elements of the overall building design. Mechanical equipment should be clustered as much as possible. The location of building mounted equipment must result in these elements being hidden or screened so they are unobtrusive. All wall mounted elements must be painted to match the color of the surrounding building material. Mechanical equipment which must be located at ground level may not be placed where it would impede pedestrian or vehicular traffic. Ground level mechanical equipment shall be screened with landscaping, berms and architectural walls using materials compatible with the building. Fencing materials are allowed

provided they are opaque.”

Section 20(b)(6). Please note: “The parking or storage of trucks, trailers or shipping containers is prohibited. Trucks or trailers should be in an active state of loading or unloading. Accessory outdoor storage cannot occur within trucks or trailers. Accessory, temporary outdoor storage of retail goods in containers may be considered in limited applications provided all requirements of the *Zoning and Subdivision Control Article* and other pertinent regulations are met.”

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

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**TO:** Kristen M. Tremblay, AICP  
Zoning Administrator  
**FROM:** Christopher S. Clasing, P.E., Deputy Director  
**DATE:** September 9, 2024  
**SUBJECT:** TRC Meeting – September 2024 –Water/Wastewater Comments

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I Sunset Marine Park

1. Please add a Water/Wastewater Division signature approval block on all water/sewer utility sheets.
2. On Sheet C3.1:
  - a. What size fire line is needed for the watercraft service facility?
  - b. Hydrant spacing is a maximum of 300' in commercial area, please add two additional hydrants.
3. On Sheet C3.2, please add 2 additional fire hydrants between the townhouses and commercial building.
4. On Sheet C4.1, As-built inverts differ from what is shown on the plans. Please clarify the difference.
5. On Sheet C5.1, Manhole Detail, all manholes need infiltration inserts under the lid.
6. On Sheet C13.2, please use 1 ½" meter for 1 ½" service and 2" meter for 2" service. All meters need to be Neptune ProCoder registers R900i radios with a 6' antenna wire.
7. Please add a reference or note of Trace Safe tracer wire and Copperhead Industries SnakePit junction box for tracer wire detail on Sheet C13.1

cc: Tony Fascelli, W/WW Superintendent



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

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## TECHNICAL REVIEW COMMITTEE COMMENTS

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**PROJECT: Sunset Marine Park**  
**LOCATION: Tax Map 27; Parcel 264 & 584**  
**CONTACT: Tim Kamas**  
**MEETING DATE: September 11, 2024**

**TRC #: 20240545**

**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

The proposed site development consisting of a 5,500 square foot retail office building with residential space above, 2 contractor shop buildings totaling 17,500 square feet with residential space above, a 25,039 square foot watercraft service building, a four-unit townhouse building and a duplex housing unit.

### 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, which ever 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. A complete set of building plans shall be submitted and approved prior to start of construction.
2. Location and marking of fire lanes shall be coordinated with our office. The location of fire hydrants shall be coordinated with our office.
3. All residential occupancies shall be protected by an approved automatic suppression system. The proposed watercraft service building shall be protected by an approved automatic suppression system and an approved fire alarm system.
4. The appropriate fire rated separation shall be provided between the proposed units.
5. No further comments at this time.



**From:** [Paul Miller](#)  
**To:** [Kristen Tremblay](#)  
**Subject:** Sunset Marine Park  
**Date:** Thursday, September 5, 2024 9:55:30 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Remarks from 12/13/2023 TRC review, will be addressed upon permit application submittal.

Thank you,  
Paul Miller

Commercial Plans Examiner IV  
Worcester County Development Review & Permitting  
[pmiller@co.worcester.md.us](mailto:pmiller@co.worcester.md.us)  
410-632-1200 x1151





DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS


## Worcester County

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1306  
SNOW HILL, MARYLAND 21863  
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LAND PRESERVATION PROGRAM  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE COMMISSION  
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ADVISORY BOARD

WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS/FORESTRY  
COMMUNITY HYGIENE

### MEMORANDUM

DATE: September 5, 2024  
TO: Worcester County Technical Review Committee  
FROM: Joy S. Birch, Natural Resources Planner III   
RE: September 11, 2024 - Technical Review Committee Meeting

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Sunset Marine Park – Site development consisting of 5,500 sq. ft. retail office building with residential space above, two (2) contractor shop buildings totaling 17,500 sq. ft. with residential space above, a 25,039 sq. ft. watercraft service building, a four-unit townhouse building, and one (1) duplex housing unit. Located between Sunset Avenue and Old Bridge Road, approximately 1,200 feet east of the intersection of Sunset Avenue and MD Route 611, Tax Map 27, Parcels 264 & 259, Tax District 10, C-2 General Commercial / R-3 Multi-family Residential, Old bridge Sunset Holdings, LLC, owner / GMB, LLC, architect/engineer.

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

1. Please illustrate the Critical Area Boundary line on all site plans, to show what is within and outside the Critical Area limits.
2. Provide the total area of disturbance and a lot coverage calculation table showing the breakdown of what is within and outside of the Critical Area boundary.
3. Please show the non-tidal wetlands along with the associated 25' non-tidal wetland buffers. Also provide copies of the non-tidal wetland/buffer impact authorizations prior to permitting.

4. Provide area of forest cover to be cleared and/or retained to illustrate and/or provide documentation that the 15% afforestation requirement will be accomplished. Please note the plantings will need to be within the Critical Area limits. This will require a planting agreement and financial surety to be made. Separate this figure by parcel number and within/outside of Critical Area boundary.
5. Please provide a note on the plan stating no habitat protection area within the non-tidal wetlands, threatened/endangered species or anadromous fish present on site as referenced in Worcester County Code sections NR3-120.
6. This project meets the requirement for the Maryland Critical Area Commission Project Notification parameters, therefore provide a digital copy of the plan (once **revised** as per the above comments), Critical Area Report, 10% rule compliance details, and all other pertinent documents when submitted, will be forwarded to Commission Staff for review and comment.
7. Please provide a Critical Area Review Fee of \$355.75 for the Major Site Plan Review.

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

Storm Water Management & Erosion and Sediment Control: SWM 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 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.




# 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:** August 30, 2024

**Date of Meeting:** September 11, 2024

**Project:** Sunset Marine Park

**Location:** Sunset Avenue, Tax Map: 27, Parcel: 264 & 584

**Owner/Developer:** Old Bridge Sunset Holdings

**Applicant:** 3521 Atlantic Ave RJDI, LLC

**Surveyor:** George, Miles and Buhr, LLC

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**This project may not be subject to the Worcester County Forest Conservation Law.** In accordance with Subtitle I Section 3-103(c)(2) of the Natural Resources Article of the Worcester County Code of Public Laws, this project, having at least fifty percent of the land area within the Atlantic Coastal Bays Critical Area, may be developed entirely under the Critical Area Law. A statement citing the Natural Resources Code should be placed on all new plans for this project.

**Citizens and Government Working Together**



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS

**Worcester County**

GOVERNMENT CENTER  
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LAND PRESERVATION PROGRAMS  
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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.



GEORGE, MILES & BUHR, LLC

■ ■ ■ ■

ARCHITECTS  
ENGINEERS

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■ ■ ■ ■

JAMES H. WILLEY, JR., P.E.  
CHARLES M. O'DONNELL, III, P.E.  
A. REGGIE MARINER, JR., P.E.  
JAMES C. HOAGESON, P.E.  
STEPHEN L. MARSH, P.E.  
DAVID A. VANDERBEEK, P.E.  
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JOHN E. BURNSWORTH, P.E.  
VINCENT A. LUCIANI, P.E.  
AUTUMN J. BURNS  
CHRISTOPHER J. PFEIFER, P.E.  
BENJAMIN K. HEARN, P.E.

August 7, 2024

Worcester County  
Development, Review and Permitting  
1 West Market Street  
Government Center, Room 1201  
Snow Hill, MD 21863

Attn: Ms. Kristen Tremblay  
Zoning Administrator

Re: Sunset Marine Park  
TRC Comment/Response  
GMB # 210225

Dear Ms. Tremblay:

We are pleased to re-submit the revised enclosed items for Technical Review Committee (TRC) review for the September 11, 2024, TRC meeting. The enclosed materials for review are listed below.

- Ten (10) copies of the Sunset Marine Park Master Site Plans
- One (1) copy of the Metro Grounds Management Landscaping Cost Estimate, dated 7/30/2024
- One (1) copy of the Sunset Marine Park Approved ESC/SWM Plans
- One (1) copy of the Sunset Marine Park Critical Area Report
- One (1) copy of the Sunset Marine Park SWM Report & Calculations
- One (1) copy of the Sunset Marine Park 10% Rule Compliance Details
- One (1) copy of the Sunset Marine Park Fee Schedule, as submitted 11/6/2023
- One (1) copy of the Sunset Marine Park Parking Calculations, dated March 2024
- One (1) copy of the Sunset Marine Park Flow-EDU Projection, dated March 2024

The responses below address the comments discussed at the December 13, 2023, Technical Review Committee (TRC) Meeting.

**Worcester County Technical Review Committee Meeting – Stuart White, DRP Specialist**

**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 \$275 made payable to "Worcester County."
  - b. Four (4) sets of complete construction plans containing footing, foundation, framing, floor plans, 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. Two (2) 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/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.

**Response:** *Comments noted.*

**Project Specific Comments**

1. A vehicular travel way will be required to the rear of all structures in accordance with ZS1-319(c)(5):
  - a. "(5) Except for single-family residences, vehicular travel ways shall be required to the rear of all structures to provide access for fire-fighting equipment and in accordance with local fire code regulations. Such travel ways shall be kept free of obstructions. Additionally, safe pedestrian access shall be provided to the rear of any structure which has an exit on the rear of the structure."

**Response:** *A 12' wide rear access has been provided on all mixed-use units.*

2. A special exception will be required for the proposed residential use.

**Response:** *Noted. An exception request will be submitted.*

3. The R-3 portion of the property needs to be considered as a stand-alone project and the density and open space calculations provided accordingly.

**Response:** *The Site Data has been revised to show the R-3 and C-2 separately.*

4. Provide ADA parking as necessary on the R-3 portion of the property.

**Response:** *ADA parking has been added accordingly.*

5. Provide loading zone(s) in accordance with §ZS1-321.

**Response:** *A loading zone has been specified onsite per the code.*

6. Include parking calculation tables, for each zoning section individually, on the site plan in order to review for compliance with §ZS 1-320.

**Response:** *A parking calculation table has been added to the plans.*

7. In accordance with §ZS 1-320, one bike rack is required for the retail building.

**Response:** *Bike racks have been added.*

8. According to §ZS 1-322(b)(7), all landscaped areas are required to be readily accessible to a water supply and provided with an automatic

irrigation system with rain sensor unless waived by the Planning Commission. Please note methods of maintenance for landscaped areas.  
**Response:** *Landscaping is minimal for the proposed project. We request a waiver for the irrigation requirement as it is not practical for this application.*

9. 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.

**Response:** *Noted. A copy of the Landscaping cost estimate has been included. The bond will be provided as required, once the amount has been approved and determined.*

10. Freestanding and on-building signage meeting the requirements of §ZS 1-324 shall be reviewed and approved during the permitting process.

**Response:** *Noted.*

11. This project is located in the Seaside Architectural Tradition. Building plans printed to-scale and with more detail need to be provided (specific dimensions, all roof pitches, all façades, color of the building materials, etc.). Until such time, a full review of the plans in relation to the requirements of the Design Guidelines and Standard scan not be performed.

**Response:** *Final building design has not been determined at this time. The project will be phased. Anticipated building elevations and layout have been included in the plans set.*

12. Sidewalks at least five (5) feet in width shall be provided along all sides of the lot that abut a public or private right-of-way. Sidewalks shall be provided with human-scale lighting to create a safe and attractive pedestrian atmosphere.

**Response:** *Sidewalks have been added along Sunset Ave. And Old Bridge.*

13. Include all proposed crosswalks on the site plan.

**Response:** *Crosswalks have been shown and labeled.*

14. A community feature and minimum 800 square foot community space with no side less than 12 feet long are required.

**Response:** *A community area has been dedicated on the plans.*

15. Include all refuse collection containers on the site plan.

**Response:** *A trash enclosure detail has been added to the plans.*



**Other Agency Approvals:**

1. Information relative to the water and wastewater facilities are required to be provided on the plans per §ZS 1-325(e)(3)(O&P). Written confirmation that the water and sewer requirements have been met will be required to be provided from the Department of Environmental Programs and the Department of Public Works prior to the Department granting signature approval.

**Response:** *Noted. We have been in communication with Mr. Mitchell's office and understand that no EDUs are currently available. The developer has four (4) EDUs and intends to utilize these for the Phase 1 development until capacity becomes available.*

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.

**Response:** *Noted. A copy of the approved SWM Plans is included in this submittal.*

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.

**Response:** *Noted. The approval letter will be supplied upon receipt.*

**Department of Development Review & Permitting (WCDDRP)**

**STANDARD COMMENTS**

1. Items listed in this review are not required for Technical Review Committee approval.

**Response:** *Noted.*

2. Provide complete code review. List type of construction, use groups, height and area, occupant loads, live, dead, and other structural loads.

**Response:** *Please note that this submittal is for a Master Site Development Plan, a separate submittal for Code Review will be submitted by an architect.*

3. Soils report required at time of building permit application.

**Response:** *Noted.*

4. Compaction reports due at all footings and slab inspections as well as any sitework and structural fill.

**Response:** *Noted. Reports will be provided upon building review.*

5. Complete sealed architectural, structural, mechanical, plumbing, and electrical plans are required.

**Response:** *A separate Architectural, Structural and MEP package will be submitted for review upon building permit submittal.*

6. Provide information for wind, snow, and seismic loads.

**Response:** *Noted. All necessary information is to be provided upon building review.*

7. Special inspections (Third party) required for steel, concrete, masonry, wood, prepared fill, foundations, and structural observations. These are required in addition to the required Worcester County inspections.

**Response:** *Noted.*

8. Provide plan for owner's special inspection program, list inspections and inspection agencies.

**Response:** *General Notes have been added to the Cover Sheet listing all review and inspection agencies.*

9. A Maryland Registered Architect must seal plans. This architect or architectural firm will be considered the architect of record.

**Response:** *Noted.*

10. A pre-construction meeting will be required before any work starts.

**Response:** *Noted.*

11. Provide complete accessibility code requirements and details.

**Response:** *Noted. Further submittals will be made during building Code review.*

12. List on construction documents all deferred submittals.

**Response:** *No deferred submittals are proposed.*

13. Truss and other shop drawings will be required prior to installation.

**Response:** *Noted.*

14. Architect / Engineer to provide verification construction is in accordance with approved plans and specifications prior to final inspection.

**Response:** *Noted.*

15. Provide your design professional with a copy of these comments.

**Response:** *Comments distributed accordingly.*

**Site Specific Comments – Code Review**

- |    |                |                                                                                                                                                                                                               |
|----|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Current Codes: | 2018International Building Code<br>2018International Energy Conservation Code<br>2018International Mechanical Code<br>2017NEC<br>Maryland Accessibility Code(MAC)<br>2010 ADA Standards for Accessible Design |
|----|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Maryland Codes Administration has adopted the 2021 edition of the International Codes. Local jurisdictions will have until 5/29/2024 to adopt the 2021 I-codes.

1. Wind Design: 127MPH (assumed); Risk category II; Exposure "C"
2. Complete sealed architectural, structural, mechanical, plumbing, and electrical plans are required.
3. Soils report submittal with permit application.
4. Provide an Energy Compliance Report and lighting plan.
5. Provide all information per section C103.2: Building envelope, including slab to comply with 2018 IECC.
6. Provide all details and specifications per 2010 ADA design standards and MAC (Maryland Accessibility Code).
7. Provide an accessible route from the parking lot to the building entry.
8. Buildings less than 10' from property line to have an one hour rated wall assembly with limited openings per Table 705.8.
9. If (4) or more dwelling units in building, to comply with FHA regulations and design guidelines (Buildings 1; 2; 3).

**Response:** *All necessary submittals related to building review will be submitted separately during Building Code permit review.*

**Worcester County Department of Environmental Programs (WCDEP) – Department of Natural Resources – Joy S. Birch, Natural Resources Planner, III**

**Critical Area:**

1. Please provide the Critical Area designation of Intensely Developed Area (IDA) to the plan.

**Response:** *IDA designation added to the plans.*

2. Add Atlantic Coastal Bays Critical Area note to read: Worcester County Atlantic Coastal Bays Critical Area Law: A portion of this property lies within the Worcester County Atlantic Coastal Bays Critical Area. Any and all proposed development activities must meet the requirements of Title 3 (Land and Water Resources), Subtitle I (Atlantic Coastal Bays Critical Area) of the Worcester County Code of Public Local Laws, as from time to time amended, in effect at the time of the proposed development activities.

**Response:** *Note added.*

3. Provide the total area of disturbance broken down as within and outside of the Critical Area boundary. Please separate by parcel number.

**Response:** *The Site Data has been expanded to show LOD within and out of the CA.*

4. Provide lot coverage calculation table broken down as within and outside of the Critical Area. Please separate by parcel number.\

**Response:** *Please note that the property was consolidated under Parcel 264 and recorded on June 10, 2013.*

5. Provide a Critical Area Report see NR3-109(d)(2).

**Response:** *A Critical Area Report is included in this submittal.*

6. Provide documents that the site will meet the 10 percent pollution reduction requirements. The Department can provide you with a copy of the work sheet if needed.

**Response:** *A copy of the SWM Report is attached showing the 10% pollution reduction in the ESDv spreadsheet.*

7. Provide area of forest cover to be cleared and/or retained to illustrate and/or provide documentation that the 15 percent afforestation requirement will be accomplished. This will require a planting agreement and financial surety to be made. Separate this figure by parcel number and within/outside of Critical Area boundary.

**Response:** *Please note that the CA within the project is less than 50% cover hence not required to meet the County's Forest Conservation requirements.*

8. This project meets the requirement for the Maryland Critical Area Commission Project Notification parameters, therefore 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. Digital submission preferred.

**Response:** *The Critical Area Report and 10% computation are included in this submittal.*

9. Copies of non-tidal wet land/buffer impacts authorizations will be required to be submitted prior to permitting. Plans

**Response:** *Noted.*

10. Please submit the Critical Area review fee of \$408.75 for this Major Site Plan Review.

**Response:** *A payment of \$400.75 was included in the full site plan review fee as shown on the enclosed fee schedule. The difference in the amount will be sent under separate cover once confirmed.*

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

- 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.

**Response:** *Noted. The SWM and ESC plans have been approved. Copies of the approved plans are included in this re-submittal.*

**Worcester County Department of Environmental Programs – Environmental Staff**

1. There is no EDU flow chart shown for this proposal. An EDU chart is needed to define the proposed uses for the various structures shown on the plan.

**Response:** *An EDU chart has been included in this submittal and added to the Cover Sheet. The flow projection has been submitted to the County for review.*

2. Retail use will be calculated at 0.05 x square footage. Contractor shops' use will be calculated at 0.03 x square footage; the watercraft service building will also fall under the Calculation of 0.03 x square footage. The second-floor residential units, as presented on the plan, are undefined at the moment as to number of units, proposed bedroom(s) in each, etc. The townhomes would be assessed at one (1) EDUs per unit.

**Response:** *Flow projections have been based on the above guidance.*

3. Unless West Ocean City sanitary capacity is obtained, EDUs for this proposal will need to come from the Mystic Harbour Sanitary Service Area. Any use of Mystic Harbour Sewer will require that a corresponding amount of Mystic Harbour water capacity also be purchased and installed under a metered connection. Our previous comments on this project were that an application and deposit must be presented to Ms. Barbara Hitch, Enterprise Fund Controller, who begins the processing for a Mystic Sewer allocation to be reviewed by the County Commissioners for approval. That application and deposit were received, but we have not brought forth that application for formal allocation of sanitary capacity. We are currently investigating multiple opportunities that would create additional capacity for the Mystic Harbour sanitary area and will report on those avenues. When they are realized. While we have a prior application from the site plan at the May 2022 TRC, this plan with the undefined (number of bedrooms, unit total size, etc..) of residential units on the second floor, would far exceed the capacity requested on that prior application.

**Response:** *We were informed that there is currently no capacity for West Ocean City and Mystic Harbour. The developer currently has four (4) EDUs that will be applied to Phase 1, Craft Service building. Upon availability of future EDU availability, the future phases will be developed.*

4. A major site plan must have gone through the full TRC review process and have an EDU allocation from the County Commissioners prior to the project applying to the Planning Commission for site plan approval. Alternatively, if the owner decides to acquire sewer capacity from the West Ocean City Sanitary Area, they would need to go through the process outlined in Commissioner Resolution 97-1.

**Response:** *Noted.*

5. Public water is available for this project from the Mystic Harbour Sanitary Service Area.

**Response:** *Noted. Water service is to be from the Mystic Harbour Service Area.*

6. On Page G1.1 of the plans, please reference notification of work to the "SWM Inspector".

**Response:** *The note has been added to the General Notes on Sheet G1.1.*

7. Metering of property facilities for water will need to be installed as appropriate, with the approval of DPW and the Finance Office.

**Response:** *Noted.*

8. Plumbing Code is the 2018 International Plumbing Code (IPC). The Gas Code is 2018 International Fuel Gas Code (IFGC) for natural gas.

**Response:** *Noted.*

9. Commercial Plumbing Plans will need to be submitted for review with the building permit and a \$250 review fee submitted. A plumbing permit will need to be obtained for the interior work and another permit will be needed for the site utility work. Gas permits will be needed as well, if utilized for this project. Natural gas is available to this property.

**Response:** *Noted.*

**Worcester County Fire Marshal Comments - Matthew Owens**

**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

**Response:** *The above items have been shown on the plans.*

2. If public water source, approved plans by the public works department.

**Response:** *Noted.*

3. Water source plans must be approved prior to recording of plat.

**Response:** *Noted.*

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.

**Response:** *Fire hydrants have been located accordingly.*

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.

**Response:** *Noted.*

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.

**Response:** *Noted.*

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.

**Response:** *Noted and provided.*

8. Coordinate 9-1-1 addressing with Worcester County Department of Emergency Services (410) 632-1311.

**Response:** *Noted.*

**Specific Comments:**

1. A complete set of building plans shall be submitted and approved prior to start of construction.

**Response:** *Please note that this submittal is for a Master Site Plan. There is no final design for the proposed building. The only definitive structure will be the watercraft service structure for phase 1. As shown on the Phasing Plan.*

2. Location and marking of fire lanes shall be coordinated with our office. The location of fire hydrants shall be coordinated with our office.

**Response:** *Noted.*

3. All residential occupancies shall be protected by an approved automatic suppression system. The proposed watercraft service building shall be protected by an approved automatic suppression system and an approved fire alarm system.

**Response:** *Noted. All required information shall be provided during the building and code review.*

4. The appropriate fire rated separation shall be provided between the proposed units.

**Response:** *Noted. All required information shall be provided during the building and code review.*

5. No further comments at this time.

**Response:** *Noted.*

**Worcester County Department of Public Works – Chris Clasing**

**Roads and Water/Wastewater Comments:**

1. On Sheet C3.0, If housing units are to be sold individually sewer and water must be made public and in a utility easement.  
**Response:** *Noted.*
2. On Sheet C3.0, The water is to be extended to Old Bridge Rd ROW and end with a fire hydrant to blow off.  
**Response:** *The water has been extended and a fire hydrant added off Old Bridge Rd.*
3. On Sheet C3.1, The Watercraft Service Facility has a proposed water meter location inside the building, this is not allowed. The meter is to be relocated to a grassed area or if located in pavement as last resort the meter pit will be required to be traffic bearing.  
**Response:** *All water meters have been located within a grassed area and pavement (1).*
4. On Sheet C3.1, 10" watermain appears close to the building footprint. It is recommended to shift the main at least 15' away from the building in the event of emergency.  
**Response:** *The 10" water main has been relocated to provide a min of 15' from the building.*
5. On Sheet C3.2, Please add structure labels for manholes and identify existing manhole numbers if present.  
**Response:** *Structure labels have been added accordingly.*
6. On Sheet C4.1, Minimum slope for 8" gravity sewer is .33% please revise accordingly.  
**Response:** *All proposed sewer slopes have been corrected to reflect a minimum slope of 0.33%.*
7. On Sheet C12.1, please show watermain extension to MD 707 Old Bridge Rd.  
**Response:** *The water main has been extended to Old Bridge Rd.*
8. On Sheet C13.2, please delete air release valve detail as it is not required.  
**Response:** *The detail has been removed.*
9. Please add a reference or note of Trace Safe tracer wire and Copper head Industries Snake Pit junction box for tracer wire detail on Sheet C13.  
**Response:** *Tracer wire detail and note has been added to Sheet 13.1.*
10. Two commercial entrance bonds (1 for the Sunset Ave entrance and 1 for the Old Bridge Rd entrance) will be required by the Roads Division.  
**Response:** *Entrance bonds ( \$5000 x 2) will be provided upon approval.*



If you have any questions or concerns, please do not hesitate to call us at (410) 742-3115.

Thank you,



Jesyl J. Silva  
Project Manager

cc: Old Bridge Sunset Holdings  
Attn: Mr. Tim Kamas (w/ electronic copies)



# METRO GROUNDS

## M A N A G E M E N T

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### A LANDSCAPE COMPANY

2931 Onley-Sandy Spring Road, Olney, MD 20832 – 301-570-1500 - MDA # 30532

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### AGREEMENT BETWEEN

Dated this July 30, 2024 by **METRO GROUNDS MANAGEMENT, LLC** here in after referred to as the Contractor and **Commercial Consolidated Services**, here in after referred to as the Association, do the hereby enter into an Agreement for the following services, according to the following terms and conditions, specifications, and purposes:

### Proposal No. C3730-24

July 30, 2024

Commercial Consolidated Services  
57 Randolph Road  
Silver Spring, MD 20904

Re: Sunset Marine Park

To: Tim Kamas

Metro Grounds Management LLC, proposes to furnish all necessary labor, material, equipment and supervision to perform the following items of work:

2 of 3  
Commercial Consolidated Services  
Proposal No. C3753-24  
7/30/24

**Planting Schedule:**

|                   |             |                    |
|-------------------|-------------|--------------------|
| Willow Oak        | 8'10' (19)  | Price \$ 6,935.00  |
| Sweetbay Magnolia | 8'-10' (11) | Price \$ 4,235.00  |
| Sod               | 59,341 SF   | Price \$ 38,554.10 |
| Hardwood Mulch    | 7,813 SF    | Price \$ 4,780.00  |

**STORMWATER MANAGEMENT FACILITY**

|                  |            |                    |
|------------------|------------|--------------------|
| Northern berry   | 7gal (102) | Price \$ 13,635.00 |
| Red Twig Dogwood | 5gal (92)  | Price \$ 10,580.00 |
| Switchgrass      | 1gal (226) | Price \$ 4,692.30  |
| Blue Flag Iris   | 1gal (216) | Price \$ 4,006.80  |
| Arrow Arum       | 1gal (127) | Price \$ 2,355.85  |
| Seed Mix         | 41,920 SF  | Price \$ 4,795.00  |

**Total Price \$ 94,569.05**

3 of 3  
Commercial Consolidated Services  
Proposal No. C3730-24  
7/30/24

**WARRANTY**

Covers all new plant material for one (1) year from date of installation, provided that adequate care and maintenance is given (i.e. watering and reasonable maintenance) and any plant replaced or transplanted has no further warranty. We are not responsible for losses due to drought, storms, severe winters or factors beyond our control. Plants in planters have no warranty. MGM will do the initial watering at the time of planting, providing water is accessible. Any further watering necessary to keep the plant material in healthy condition will be the responsibility of the customer or MGM will be given a work order at \$55.00per man hr. to complete the watering service. It is understood that payment for all work be paid in full by the due date on the final invoice or the foregoing warranty is void. It is understood that payment for all work be paid in full by the due date on the final invoice or the foregoing warranty is void. It is understood that payment for all work be paid in full by the due date on the final invoice or the foregoing warranty is void. For all unpaid invoices past 30 days a surcharge of 3% interest will be applied per month for the total contract price until invoice is paid. All unpaid invoices over 50 days will be submitted for collection by MGM attorney. Client Owner and or his agent shall also be responsible for payment of reasonable attorney's fees for such collection.

This proposal is in effect for a period of Thirty (30) days after the above date, and can be extended beyond this period only at the option of the company.

All contracts over \$10,000.00, the following progress payment schedule applies: 25% deposit on acceptance of approved contracts, 25% prior to installation, 50% balance net 30 days.

Signing this proposal **Commercial Consolidated Services** is authorizing **METRO GROUNDS MANAGEMENT** to complete the above-proposed work and pay the above stated price in full no later than Thirty (30) days after invoice is mailed.

**Metro Grounds Management**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Commercial Consolidated Services**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



**VERSION 4.0**  
**Maryland ESD Calculations and 10% Phosphorus Removal**

Last Update: 5/10/2021

**Project Name:** Sunset Marine Park  
**Date:** 12-Aug-24

data input cells  
 calculation cells

**Step 1: Complete ESD Implementation Checklist**

| Check all of the Following ESD Practices That Were Implemented at Site                                                                 | Yes - No - N/A |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Environmental Mapping Was Conducted at Site Prior to Layout                                                                            | YES            |
| Natural Areas Were Conserved (e.g., forests, wetlands, steep slopes, floodplains)                                                      | YES            |
| Stream, Wetland and Shoreline Buffers Were Reserved                                                                                    | YES            |
| Disturbance of Permeable Soils Was Minimized                                                                                           | YES            |
| Natural Flow Paths Were Maintained Across the Site                                                                                     | YES            |
| Building Layout Was Fingerprinted to Reduce Clearing and Grading at Site                                                               | YES            |
| Site Grading Promoted Sheetflow From Impervious Areas to Pervious Ones                                                                 | YES            |
| Site Design Was Evaluated to Reduce Creation of Needless Impervious Cover                                                              | YES            |
| Site Design Was Evaluated to Maximize Disconnection of Impervious Cover                                                                | YES            |
| Site Design Was Evaluated to Identify Potential Hotspot Generating Area for Stormwater Treatment                                       | YES            |
| Erosion and Sediment Control Practices and Post Construction Stormwater Management Practices Were Integrated into a Comprehensive Plan | YES            |
| Tree Planting Was Used at the Site to Convert Turf Areas into Forest                                                                   | N/A            |

**Step 2: Calculate Site Imperviousness and Water Quality Volume, WQv (for redevelopment)**

|                                                         |       |
|---------------------------------------------------------|-------|
| Site Area, A (acres)                                    | 8.35  |
| Existing Impervious Surface Area (acres)                | 0.07  |
| Proposed Impervious Surface Area (acres)                | 4.32  |
| Rainfall Depth, P (in)                                  | 1.0   |
| Existing Imperviousness, $I_{ex}$                       | 0.8%  |
| Proposed Imperviousness, $I_{prop}$                     | 51.7% |
| <b>Water Quality Calculation for Redevelopment Only</b> |       |
| Required Treatment Area (acres)                         | 0.00  |
| Runoff Coefficient, $R_v$                               | 0.95  |
| Water Quality Volume, WQv (cf)                          | 0     |

**Step 4: Calculate Environmental Site Design (ESD) Rainfall Target,  $P_E$**

| Development Category (for ESD)              | New Development |
|---------------------------------------------|-----------------|
| % Soil Type A                               | 32%             |
| % Soil Type B                               | 2%              |
| % Soil Type C                               | 93%             |
| % Soil Type D                               | 3%              |
| Pre-Developed Condition, $RCN_{exis}$       | 58.532          |
| Soil Type A ESD Rainfall Target, $P_A$ (in) | 0.65            |
| Soil Type B ESD Rainfall Target, $P_B$ (in) | 0.04            |
| Soil Type C ESD Rainfall Target, $P_C$ (in) | 1.12            |
| Soil Type D ESD Rainfall Target, $P_D$ (in) | 0.08            |
| Maximum $P_E$ (in)                          | 2.7             |
| Site ESD Rainfall Target, $P_E$ (in)        | 1.88            |
| ESD Runoff Depth, $Q_E$ (in)                | 0.96            |
| ESD Runoff Volume, ESDv (cf)                | 29,144          |
| Total Treatment Volume (cf)                 | 29,144          |

**Step 3: Calculate Phosphorus Removal Requirement, RR for Critical Area Sites**

| Development Category (for 10%)                                | New Development |
|---------------------------------------------------------------|-----------------|
| <b>New Development</b>                                        |                 |
| Average Annual Predevelopment Load, $L_{pre}$ (lbs P / yr)    | 4.18            |
| <b>Redevelopment</b>                                          |                 |
| Predevelopment Runoff Coefficient, $R_{vpre}$                 | 0.08            |
| Phosphorus Mean Concentration, C (mg/L)                       | 0.3             |
| Average Annual Predevelopment Load, $L_{pre}$ (lbs P / yr)    | 1.18            |
| Post-Development Runoff Coefficient, $R_{vpost}$              | 0.52            |
| Average Annual Post-Development Load, $L_{post}$ (lbs P / yr) | 10.54           |
| Removal Requirement, RR (lbs P / yr)                          | 6.78            |









### Calculation Summary

0.5 acre site  
.25 acres to .38 acres  
50% to 75%

#### Critical Area 10% Calculations

|                                                                                                   |       |
|---------------------------------------------------------------------------------------------------|-------|
| Removal Requirement, RR (lbs P / yr)<br>after non-structural and micro-scale BMPs (Steps 5 and 6) | 6.78  |
| Total Load Reduction (lbs P / year)                                                               | 10.02 |
| Total Load Reduction Remaining (lbs P / yr)<br>after structural practices (Step 9)                | 0.00  |
| Total Load Reduction (lbs P / year)                                                               | 10.02 |
| Total Load Reduction Remaining (lbs P / yr)                                                       | 0.00  |

#### MDE's ESD to the MEP Calculations

|                                                                         |          |
|-------------------------------------------------------------------------|----------|
| ESD Runoff Volume, ESDv (cf)                                            | 29144.00 |
| Total Treatment Volume (cf)                                             | 29144.00 |
| WQv or ESDv Treated (cf)                                                | 43092.85 |
| PE achieved (inches)                                                    | 2.76     |
| Entire ESDv Treated Through Environmental Site Design?                  | YES      |
| ESDv Remaining? (cf)                                                    | 0.00     |
| If ESDv is not fully treated, is ESD to MEP achieved?                   | 0.00     |
| Redevelopment WQv Requirements Met Through Environmental Site Design?   | N/A      |
| WQv Remaining? (cf)                                                     | 0.00     |
| New Development WQv Requirements Met Through Environmental Site Design? | YES      |
| WQv Remaining? (cf)                                                     | 0.00     |



| Micro-Scale Practices     | P <sub>2</sub> Credit Description             | Contributing Drainage Area (sf) | % Impervious Cover | Direct ESDV Received by Practices (cf) | WQV or ESDV from Up-Gradient Practices (cf) | Practice Specific Parameter(s)                                                 | WQV or ESDV credit (cf) | Runoff Volume Remaining (cf) | Down-Gradient Practice |
|---------------------------|-----------------------------------------------|---------------------------------|--------------------|----------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------|-------------------------|------------------------------|------------------------|
| Submerged Gravel Wetlands | ESDV credit is based on design storage volume | 216,490                         | 54%                | 26,065                                 | 0                                           | Surface Area (sf)<br>7,387<br>Ponding Depth (ft)<br>2<br>Media Depth (ft)<br>4 | 26,065                  | 0                            |                        |
| Submerged Gravel Wetlands | ESDV credit is based on design storage volume | 192,100                         | 69%                | 28,458                                 | 0                                           | Surface Area (sf)<br>4,730<br>Ponding Depth (ft)<br>2<br>Media Depth (ft)<br>4 | 17,028                  | 11,430                       |                        |
| Submerged Gravel Wetlands | ESDV credit is based on design storage volume |                                 |                    | 0                                      | 0                                           | Surface Area (sf)<br>Ponding Depth (ft)<br>Media Depth (ft)                    | 0                       | 0                            |                        |
| Submerged Gravel Wetlands | ESDV credit is based on design storage volume |                                 |                    | 0                                      | 0                                           | Surface Area (sf)<br>Ponding Depth (ft)<br>Media Depth (ft)                    | 0                       | 0                            |                        |
| Submerged Gravel Wetlands | ESDV credit is based on design storage volume |                                 |                    | 0                                      | 0                                           | Surface Area (sf)<br>Ponding Depth (ft)<br>Media Depth (ft)                    | 0                       | 0                            |                        |
| <b>Total</b>              |                                               | 408,590                         |                    | 54,523                                 | 0                                           |                                                                                | 43,093                  | 11,430                       |                        |

| Baseline Phosphorus Removal Efficiency | Adjusted Removal Efficiency Rate | P Load to Practice (lbs/yr) | Load Reduction (lbs/yr) | Remaining Load (lbs/yr) |
|----------------------------------------|----------------------------------|-----------------------------|-------------------------|-------------------------|
| 60%                                    | 79%                              | 6.51                        | 5.12                    | 1.39                    |
| 60%                                    | 69%                              | 7.11                        | 4.90                    | 2.20                    |
| 60%                                    |                                  | 0.00                        | 0.00                    | 0.00                    |
| 60%                                    |                                  | 0.00                        | 0.00                    | 0.00                    |
| 60%                                    | 74%                              | 13.62                       | 10.02                   | 3.60                    |



**SUNSET MARINE PARK**

**FEE CHECKLIST (REQUIRED) - TO BE PAID AT TIME OF SUBMISSION**

\*Please check the boxes below for applicable fees and include with your submission. If based on acreage or lots, include amount in checkbox.

| Check    | Acres       | Development Review and Permitting:                | Check    | Acres       | Department of Environmental Programs Site Plan Reviews:                                |  |
|----------|-------------|---------------------------------------------------|----------|-------------|----------------------------------------------------------------------------------------|--|
| Below    | Lots#       | Site Plan Reviews:                                | Below    | Lots#       | *Please confirm amounts for EP by calling 410-632-1220                                 |  |
|          |             | Sketch Plan                                       |          |             | Sketch Plan                                                                            |  |
|          |             | Administrative Review                             |          |             | Public Water & Sewer                                                                   |  |
|          |             | Minor Site Plan                                   |          |             | Public Water & Private Sewer                                                           |  |
| <b>X</b> | <b>8.03</b> | Major Site Plan <b>\$731.05</b>                   |          |             | Private Water & Public Sewer                                                           |  |
|          |             | <b>Site Plan Revisions and Extensions:</b>        | <b>X</b> | <b>8.03</b> | Private Water & Sewer                                                                  |  |
|          |             | <i>Less than 25% of site</i>                      |          |             | <b>Subdivision Plat Review:</b>                                                        |  |
|          |             | <i>More than 25% of site</i>                      |          |             | Public Water & Sewer, 5 lots or less                                                   |  |
|          |             | 3rd and Subsequent Review                         |          |             | Private Water & Sewer, 5 lots or less                                                  |  |
|          |             | Site Plan Extension Request                       |          |             | Public Water & Sewer, 6 lots or more                                                   |  |
|          |             | <b>Subdivision Reviews:</b>                       |          |             | Private Water & Sewer, 6 lots or more                                                  |  |
|          |             | Sketch Plan                                       |          |             | Property Line Revision/Septic Area/Ag Lot                                              |  |
|          |             | Minor Subdivision Plat                            |          |             | <b>Forest Conservation &amp; Critical Area Program Reviews:</b>                        |  |
|          |             | Preliminary Plat                                  |          |             | Declaration of Intent (Forestry)                                                       |  |
|          |             | <b>Construction Plan Reviews:</b>                 |          |             |                                                                                        |  |
|          |             | Minor Subdivision (less than 5 lots, if required) |          |             | <b>Forest Conservation OR Critical Area Plans:</b>                                     |  |
|          |             | Major Subdivision (60 to 20 lots)                 |          |             | Minor Site Plan                                                                        |  |
|          |             | Revisions                                         |          |             | Major Site Plan                                                                        |  |
|          |             | <b>Final Plat:</b>                                |          |             | <b>\$200.00</b>                                                                        |  |
|          |             | Final Plat                                        |          |             | <b>\$200.75</b>                                                                        |  |
|          |             | <b>Plat Revisions:</b>                            |          |             | Minor Subdivision                                                                      |  |
|          |             | <i>Less than 25% of site</i>                      |          |             | Major Subdivision                                                                      |  |
|          |             | <i>More than 25% of site</i>                      |          |             | <b>Revisions:</b>                                                                      |  |
|          |             |                                                   |          |             | <i>Less than 25% of site</i>                                                           |  |
|          |             |                                                   |          |             | <i>More than 25% of site</i>                                                           |  |
|          |             |                                                   |          |             | <b>FIRE MARSHAL REVIEW FEES IS A FLAT \$100 FOR MAJOR OR MINOR PROJECTS** \$100.00</b> |  |
|          |             |                                                   |          |             | <b>Total Amount of Fees Submitted: \$1,331.80</b>                                      |  |



# PARKING CALCULATIONS

Project: **Sunset Marine Park**

Date: Mar-24

GMB #: 210225

| Proposed Use       | Requirement                       | Quantity<br>(Units/SF) | Required EDU |
|--------------------|-----------------------------------|------------------------|--------------|
| Retail Stores      | 1 per 350 ft <sup>2</sup>         | 5,500 ft <sup>2</sup>  | 16           |
| Construction Shop  | 1 per 4000 ft <sup>2</sup> (2min) | 17,050 ft <sup>2</sup> | 5            |
| Residential Apt    | 2 per unit                        | 18                     | 36           |
| Townhomes          | 2 per unit                        | 6 Units                | 12           |
| Watercraft Service | 10 plus 1 Per bay (2)             | 23,755 ft <sup>2</sup> | 12           |
| <b>Total</b>       |                                   |                        | <b>81</b>    |





# FLOW - EDU PROJECTION

Project: **Sunset Marine Park**

Date: Mar-24

GMB #: 210225

| Proposed Use                          | Category           | Requirement              | Quantity<br>(Units/SF) | Daily Use<br>(GPD) | Required EDU  | Notes |
|---------------------------------------|--------------------|--------------------------|------------------------|--------------------|---------------|-------|
| Area 1: Retail Stores                 | Retail             | 0.05 per ft <sup>2</sup> | 5,500 ft <sup>2</sup>  | 275                | 1.1           |       |
| Area 2: Construction Shop/Residential | Warehouse          | 0.03 per ft <sup>2</sup> | 7,500ft <sup>2</sup>   | 225                | 0.9           |       |
|                                       | Residential        | 1 EDU per unit           | 6 Units                |                    | 6             |       |
| Area 3: Commercial/Residentia         |                    |                          |                        |                    |               |       |
|                                       | Commercial         | 0.03 per ft <sup>2</sup> | 10,000 ft <sup>2</sup> | 300                | 1.2           |       |
|                                       | Residential        | 1 EDU per unit           | 6 Units                |                    | 6             |       |
| Area 4: Watercraft Service            | Warehouse          | 0.03 per ft <sup>2</sup> | 23,775 ft <sup>2</sup> | 713.25             | 2.853         |       |
| Area 5: Townhomes                     | Residential-Single | 1 EDU per unit           | 6 Units                |                    | 6             |       |
| <b>TOTAL:</b>                         |                    |                          |                        |                    | <b>24.053</b> |       |
|                                       |                    |                          |                        |                    | <b>25 EDU</b> |       |

