

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE  
AGENDA**

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

**August 14, 2019**

Est. Time

- |           |      |                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1:00 P.M. | I.   | Call to Order                                                                                                                                                                                                                                                                                                                                                                                                                      |
|           | II.  | §ZS 1-325 Site Plan Review                                                                                                                                                                                                                                                                                                                                                                                                         |
| 1:00 P.M. | A.   | Forefront: Horace & Elwath Solar - Proposed construction of a 2.5 Megawatt (DC) solar photovoltaic facility, located on the northerly side of George Island Landing Road (MD Route 366), west of Portersville Road, Tax Map 94, Parcel 134, Tax District 8, A-1 & A-2 Agricultural Districts, Horace & Elwath LLC, owner/ Forefront Power LLC, applicant/ TRC Companies, Engineer;                                                 |
| 1:10 P.M. | B.   | Manklin Station Planned Commercial Development - Proposed construction of Buildings D and E, each consisting of 6,000 square feet of mixed retail/office space within the Manklin Greens PUD and PCD, located on the southerly side of Manklin Creek Road, east of Ocean Parkway, Tax Map 21, Parcel 306, Lot 2, Tax District 3, C-2 General Commercial District, The Holland Island, LLC, owner/ Vista Design, Inc, land planner; |
| 1:20 P.M. | III. | Adjourn                                                                                                                                                                                                                                                                                                                                                                                                                            |

**\*\*All site plans and plats are available for review during normal business hours, 8 A.M. to 4:30 P.M. in the Department of Development, Review and Permitting, One West Market Street, Room 1201, Snow Hill, MD 21863.\*\***

**TECHNICAL REVIEW COMMITTEE**

STAFF PERSON: Jessica Edwards DATE OF MEETING: August 14, 2019

PROJECT: Forefront: Horace & Elwath Solar - Proposed construction of a 2.5 Megawatt (DC) solar photovoltaic facility, located on the northerly side of George Island Landing Road (MD Route 366), west of Portersville Road, Tax Map 94, Parcel 134, Tax District 8, A-1 & A-2 Agricultural Districts, Horace & Elwath LLC, owner/ Forefront Power LLC, applicant/ TRC Companies, Engineer;

APPLICANT(S) IN ATTENDANCE: \_\_\_\_\_  
\_\_\_\_\_

TRC MEMBERS IN ATTENDANCE:

- \_\_\_\_\_ Keener, Zoning Administrator
- \_\_\_\_\_ Zirkle, DRP Specialist II
- \_\_\_\_\_ Edwards, Customer Service Rep.
- \_\_\_\_\_ Miller, Building Plans Reviewer III
- \_\_\_\_\_ Mitchell, Environmental Programs
- \_\_\_\_\_ Klump, Environmental Programs
- \_\_\_\_\_ Bradford, Environmental Programs
- \_\_\_\_\_ Birch, Environmental Programs
- \_\_\_\_\_ Gerthoffer, Environmental Programs
- \_\_\_\_\_ Mathers, Environmental Programs
- \_\_\_\_\_ Owens, Fire Marshal
- \_\_\_\_\_ Adkins, County Roads
- \_\_\_\_\_ Berdan, County Roads
- \_\_\_\_\_ Wilson, State Highway Admin.
- \_\_\_\_\_ Conner, State Highway Admin.
- \_\_\_\_\_ Ross, W & WW, DPW
- \_\_\_\_\_ Clayville, Planning Commission Rep.

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X Under the terms of Section ZS 1-325(f)(2), this application is considered to be a major site plan. Ten copies of the revised site plan which address the comments noted within must be submitted to this office no later than 4:30 P.M. on the deadline date. Submittal of an application on or before the deadline date is not a guarantee that the project will be placed on the agenda for the next regularly scheduled Planning Commission meeting. All required preliminary approvals must be obtained no later than 4:30 P.M. on the applicable project confirmation deadline, otherwise the application will not be scheduled. The applicant and specified representatives will be notified by mail of the tentative date and time at which this application will be considered by the Planning Commission on the above date. Should you have any questions regarding the attached comments, please feel free to contact the respective Technical Review Committee member.



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 August 14, 2019

Jessica Edwards, Customer Service Representative (ext. 1173)  
Department of Development, Review and Permitting  
Worcester County Government Office Building  
One West Market Street, Room 1201  
Snow Hill, MD 21863  
(410) 632-1200

\*\*\*\*\*

Project: Forefront: Horace & Elwath Solar - Proposed construction of a 2.5 Megawatt (DC) solar photovoltaic facility, located on the northerly side of George Island Landing Road (MD Route 366), west of Portersville Road, Tax Map 94, Parcel 134, Tax District 8, A-1 & A-2 Agricultural Districts, Horace & Elwath LLC, owner/ Forefront Power LLC, applicant/ TRC Companies, Engineer;

#### GENERAL COMMENTS:

- A. In order to obtain a Building Permit, the applicant must submit the following to the Department:
  - 1. Submit a complete Building Permit application, along with the initial fee of \$300.00 made payable to "Worcester County",
  - 2. Submit 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. The plans must be prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code;
  - 3. Submit three (3) sets of the site plan as approved by the Technical Review Committee
- B. 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, once on site, may require special or additional inspections than normal.
- C. **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 sets of As-Builts (illustrating all lighting, landscaping, parking, signs and etc.) must be submitted at least one week prior to the anticipated occupancy of the building, structure or use of land activity. The Department has 48 hours from the last inspection in which to process a Certificate of Use and Occupancy. Please note that it is unlawful to occupy (employees or patrons) a structure without benefit of a Certificate of Use and Occupancy.**

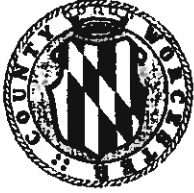
Any questions relative to the permit or bonding process should be directed to Jennifer K. Keener at (410) 632-1200, extension 1123.

**SPECIFIC COMMENTS:**

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

|          |                                                                                |
|----------|--------------------------------------------------------------------------------|
| ZS 1-201 | A-1 Agricultural District                                                      |
| ZS 1-202 | A-2 Agricultural District                                                      |
| ZS 1-305 | Lot requirements generally                                                     |
| ZS 1-306 | Access to structures                                                           |
| ZS 1-319 | Access and traffic circulation requirements                                    |
| ZS 1-322 | Landscaping and buffering requirements                                         |
| ZS 1-325 | Site plan review                                                               |
| ZS 1-326 | Classification of highways                                                     |
| ZS 1-327 | Additional setbacks from drainage ditches and stormwater management facilities |
| ZS 1-344 | Alternative Energy Facilities                                                  |

1. According to §ZS 1-344(d)(2), a vegetated buffer at least six feet in width shall be provided within the required yard setback if the panels are located within five hundred feet of any property line zoned or used for residential purposes.
  - a. There appears to be an existing tree line bordering Parcel 136, to the southwesterly property line. If the existing vegetation meets the aforementioned buffering requirements, please add a note on the plans indicating this tree line shall not be disturbed as it is considered part of the necessary buffer. If the tree line does not meet the requirements, it will need to be enhanced in order to meet said requirements.
  - b. In addition, buffering will be necessary within the required setback bordering Parcel 251, Lot 1, as this is a platted residential lot and may be developed as such in the future.
  - c. Additionally, landscaping is required in the side yard setback bordering Portersville Road to the east, as parcels with dwellings exist within five hundred feet of the proposed panels. The proposed landscaping in that area could be repositioned to be within the fifty foot side yard setback and meet the buffering requirements. Please note, relocating the fence is not required to meet these regulations.
2. A note was provided on the cover sheet indicating a waiver request to the irrigation requirement. This request will be presented before the Planning Commission at the time of their review.
3. Although not a requirement, we would prefer to the adjoining lots be identified with the Tax Map, Parcel and lot (if applicable), instead of, or in addition to, the deed references.
4. In accordance with §ZS 1-322(g), a maintenance and replacement bond for required landscaping is mandatory for a period not to exceed two years in an amount not to exceed one hundred and twenty-five percent 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;
5. In accordance with §ZS 1-325(e)(3)O. & P., written confirmation that all water and wastewater requirements have been met will be required to be provided from the Department of Environmental Programs prior to signature approval;
6. Approvals will be required from the Dept. of Environmental Programs relative to Forestry and Stormwater Management prior to the Department granting signature approval.
7. Comments from the State Highway Administration indicate a District Access Permit will be necessary for the proposed entrance on George Island Landing Road (MD 366).



## WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE

Department of Development Review & Permitting  
Worcester County Government Center  
1 W. Market St., Room 1201  
Snow Hill, Maryland 21863  
410-632-1200, Ext. 1151  
pmiller@co.worcester.md.us

\*\*\*\*\*

Project: Forefront Solar Project, George Island Landing Road, 2.5 Mw

Date: 8/14/2019

Tax Map: 94 Parcel: 134 Section:     Lot:     Block:       

### COMMENTS

1. Current Codes: 2015 International Building Code  
2017 National Electric Code  
Maryland Codes Administration has completed the adoption of the 2018 edition of the International Codes. Worcester County adoption of 2018 I codes is anticipated shortly.
2. Wind Design (assumed): 116 MPH risk category I; 125 MPH risk category II;  
Exposure Category "C"; Ground Snow Load – 20 PSF
3. Soils report required at time of permit application.
4. Engineered sealed plans (Maryland) required for all systems and components.
5. Special inspector (**third party engineer**) will be required for all systems and components  
final certification of project prior to final inspection by building inspector.
6. Submit with the permit application the total number and size of solar panels to be in  
installed.

**Additional information may be requested at time of plan review.**

**Permit fee is by ft<sup>2</sup> of panels x .1131**

**There is also a fee for fire marshal.**



## Worcester County

Department of Environmental Programs  
Environmental Programs Division

### Memorandum

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**To:** Technical Review Committee (TRC) for August 14, 2019 Meeting

**From:** Environmental Programs Staff

**Subject:** Horace & Elwath Solar, SITE PLAN REVIEW,  
TM 94 P 134

**Date:** July 29, 2019

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

There is no sewage flow attached to this structure and the proposed solar photovoltaic facility is on vacant land; therefore, Environmental Programs has no objection to this request.

**Citizens and Government Working Together**



DEPARTMENT OF ENVIRONMENTAL PROGRAMS

Worcester County

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

TECHNICAL REVIEW COMMITTEE  
FOREST CONSERVATION REVIEW

LAND PRESERVATION PROGRAMS  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE CONSTRUCTION  
AGRICULTURAL PRESERVATION  
ADVISORY BOARD

WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS  
FOREST CONSERVATION  
COMMUNITY HYGIENE

STAFF PERSON: David Mathers 

DATE OF MEETING: August 14, 2019

PROJECT: Forefront: Horace & Elwath Solar

LOCATION: Tax Map 94; Parcel: 134

OWNER: Horace & Elwath, LLC

APPLICANT: Forefront Power, LLC

ENGINEER: TRC Companies

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**This project is subject to the Worcester County Forest Conservation Law.** A Forest Conservation application and review fee have been received. As noted in NR 1-406(d), a concept plan can be used as a substitute to a Forest Stand Delineation because there is not Forest on the site.

According to the site plan submitted, the Net Tract Area (the Limit of Disturbance for agriculturally zoned properties) is 17.7 acres. With an afforestation threshold of 20 percent and conservation threshold of 50 percent, approximately 3.54 acres of afforestation will be required. If afforestation is completed outside the proposed LOD/off-site, the afforestation requirement will need to be provided at a 2:1 ratio, or 7.08 acres. A Forest Conservation Plan and/or off-site mitigation bank utilization agreement must be approved prior to this project being reviewed by the Planning Commission.

**This project is subject to the Worcester County Stormwater Ordinance.** The project has obtained Stormwater concept plan approval. Site Design Plan approval must be received prior to this case going to the Planning Commission.



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS


## Worcester County

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

LAND PRESERVATION PROGRAM  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE CONSTRUCTION  
AGRICULTURAL PRESERVATION  
ADVISORY BOARD

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

### MEMORANDUM

DATE: July 18, 2019  
TO: Worcester County Technical Review Committee  
FROM: Joy S. Birch, Natural Resources Specialist III   
RE: August 14, 2019 Technical Review Committee Meeting

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- Forefront: Horace & Elwath Solar – Proposed construction of a 2.5 Megawatt (DC) solar photovoltaic facility, located on the northerly side of George Island Landing Road (MD Route 366), west of Portersville Road, Tax Map 94, Parcel 134, Tax District 8, A-1 & A-2 Agricultural Districts, Horace & Elwath LLC, owner / Forefront Power LLC, applicant / TRC Companies, engineer. This is located outside of the Atlantic Coastal and Chesapeake Bay Critical Area Program. **No Comment.**





GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1003

SNOW HILL, MARYLAND 21863-1194

TEL: 410-632-5666

FAX: 410-632-5664

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## TECHNICAL REVIEW COMMITTEE COMMENTS

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**PROJECT: Forefront: Horace & Elwath Solar**    **TRC #: 2019360**

**LOCATION: Tax Map 94; Parcel 134**

**CONTACT: Horace and Elwath LLC**

**MEETING DATE: August 14, 2019**

**COMMENTS BY: Matthew Owens**

**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 construction of a 2.5 megawatt (DC) solar photovoltaic facility.

### General Comments

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

### Specific Comments

1. A clear area of 10 feet around ground-mounted photovoltaic installations shall be provided.
2. A gravel base or other non-combustible base shall be installed and maintained under and around the installations.
3. Fencing, skirting, or other suitable security barriers shall be installed.
4. Photovoltaic systems shall be installed in accordance with NFPA 70, *The National Electric Code*.
5. Coordinate with the Stockton Volunteer Fire Company regarding the Knox Box.
6. No further comments at this time.

**MDOT**  
MARYLAND DEPARTMENT  
OF TRANSPORTATION  
STATE HIGHWAY  
ADMINISTRATION

Larry Hogan  
Governor  
Boyd K. Rutherford  
Lt. Governor  
Pete K. Rahn  
Secretary  
Gregory Slater  
Administrator

August 1, 2019

Ms. Jennifer Keener, Zoning Administrator  
Department of Developing, Review and Planning  
Worcester County Government Center  
One West Market Street, Room 1201  
Snow Hill MD 21863

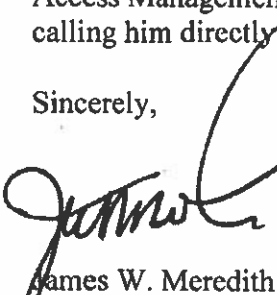
Dear Ms. Keener:

Thank you for the opportunity to review the major site plan for Forefront Horace & Elwath Solar, located on the northerly side of MD Route 366 approximately 220 feet from the intersection of MD 366 and Portersville road, in Worcester County. The Maryland Department of Transportation State Highway Administration (MDOT SHA) has reviewed the plans and we are pleased to respond.

This site plan proposes the construction of a 2.5 megawatt (DC) solar photovoltaic facility. After a review of the site plan, we identified a proposed 25 foot wide access onto MD 366, which transitions to a 16 foot wide gravel drive that will be used as a maintenance road for the facility. Based on the limited number of trips generated by the proposed development, a Commercial Access Permit will not be necessary for this entrance; however, a District Access Permit will be required through our Snow Hill Maintenance Shop, located at 5603 Market Street in Snow Hill, Maryland. You may contact the Snow Hill Maintenance Shop by calling 410-632-0511. The shop will provide any guidance necessary to assist you in securing the District Access Permit.

If you have any questions, or require anything additional, please contact Mr. Daniel Wilson, Access Management Regional Engineer, via email at [dwilson12@mdot.maryland.gov](mailto:dwilson12@mdot.maryland.gov), or by calling him directly at 410-677-4048. He'll be happy to assist you.

Sincerely,



James W. Meredith  
District Engineer

cc: Mr. Hicham Baassiri, District 1 Assistant District Engineer-Project Development, MDOT SHA  
Mr. Don Conner, District 1 Access Management Consultant Inspector, MDOT SHA  
Mr. Mike Marvel, District 1 Resident Maintenance Engineer, Worcester County, MDOT SHA  
Mr. Daniel Wilson, District 1 Access Management Regional Engineer, MDOT SHA



**Worcester County**  
**DEPARTMENT OF PUBLIC WORKS**  
6113 TIMMONS ROAD  
SNOW HILL, MARYLAND 21863

**MEMORANDUM**

JOHN H. TUSTIN, P.E.  
DIRECTOR

JOHN S. ROSS, P.E.  
DEPUTY DIRECTOR

TEL: 410-632-5623  
FAX: 410-632-1753

**TO: Jennifer Kenner, Zoning Administrator**  
**FROM: Frank J. Adkins, Roads Superintendent** (FA)  
**DATE: July 29, 2019**  
**SUBJECT: TRC Meeting – August 14, 2019**

**DIVISIONS**

**MAINTENANCE**  
TEL: 410-632-3766  
FAX: 410-632-1753

**ROADS**  
TEL: 410-632-2244  
FAX: 410-632-0020

**SOLID WASTE**  
TEL: 410-632-3177  
FAX: 410-632-3000

**FLEET  
MANAGEMENT**  
TEL: 410-632-5675  
FAX: 410-632-1753

**WATER AND  
WASTEWATER**  
TEL: 410-641-5251  
FAX: 410-641-5185

.....  
**Section 1-325 Site Plan Review**

\* **A. Forefront: Horace & Elwath Solar**

1. No comments at this time. Borders State Highway.

**B. Manklin Station PCD**

1. No comments at this time.

cc: John H. Tustin, P.E.

FJA:ll  
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TECHNICAL REVIEW COMMITTEE

STAFF PERSON: Jennifer Keener DATE OF MEETING: August 14, 2019

PROJECT: Manklin Station Planned Commercial Development – Proposed construction of Buildings D and E, each consisting of 6,000 square feet of mixed retail/office space within the Manklin Greens PUD and PCD, located on the southerly side of Manklin Creek Road, east of Ocean Parkway, Tax Map 21, Parcel 306, Lot 2, Tax District 3, C-2 General Commercial District, The Holland Island, LLC, owner/ Vista Design, Inc, land planner;

APPLICANT(S) IN ATTENDANCE: \_\_\_\_\_  
\_\_\_\_\_

TRC MEMBERS IN ATTENDANCE:

- \_\_\_\_\_ Keener, Zoning Administrator
- \_\_\_\_\_ Zirkle, DRP Specialist II
- \_\_\_\_\_ Edwards, Customer Service Rep.
- \_\_\_\_\_ Miller, Building Plans Reviewer III
- \_\_\_\_\_ Mitchell, Environmental Programs
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- \_\_\_\_\_ Conner, State Highway Admin.
- \_\_\_\_\_ Ross, W & WW, DPW
- \_\_\_\_\_ Clayville, Planning Commission Rep.

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X Under the terms of Section ZS 1-325(f)(2), this application is considered to be a major site plan. Ten copies of the revised site plan which address the comments noted within must be submitted to this office no later than 4:30 P.M. on the deadline date. Submittal of an application on or before the deadline date is not a guarantee that the project will be placed on the agenda for the next regularly scheduled Planning Commission meeting. All required preliminary approvals must be obtained no later than 4:30 P.M. on the applicable project confirmation deadline, otherwise the application will not be scheduled. The applicant and specified representatives will be notified by mail of the tentative date and time at which this application will be considered by the Planning Commission on the above date. Should you have any questions regarding the attached comments, please feel free to contact the respective Technical Review Committee member.



DEPARTMENT OF  
DEVELOPMENT REVIEW AND PERMITTING

## Worcester County

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ZONING DIVISION  
BUILDING DIVISION  
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION  
CUSTOMER SERVICE DIVISION  
TECHNICAL SERVICES DIVISION

### WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE

August 14, 2019

**Project:** Manklin Station Planned Commercial Development - Proposed construction of Buildings D and E, each consisting of 6,000 square feet of mixed retail/office space within the Manklin Greens PUD and PCD, located on the southerly side of Manklin Creek Road, east of Ocean Parkway, Tax Map 21, Parcel 306, Lot 2, Tax District 3, C-2 General Commercial District

**Prepared by:** Jennifer K. Keener, AICP, Zoning Administrator

**Contact:** [jkkeener@co.worcester.md.us](mailto:jkkeener@co.worcester.md.us) or (410) 632-1200, extension 1123

#### GENERAL COMMENTS:

- A. In order to obtain a Building Permit, the applicant must submit the following to the Department:
1. A complete Building Permit application, along with the initial fee of \$300.00 made payable to "Worcester County";
  2. Four (4) sets of complete construction plans, including footing, foundation, framing, floor plan and building elevations - front, rear and sides. The construction plans must be sealed by an architect. The plans must be prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code;
  3. Any additional information as requested based upon the scope of the project. The Department will supply copies of the site plan as approved by the Technical Review Committee or the Planning Commission once signature approval has been obtained.
- B. Once the permit is issued, the applicant must coordinate all necessary inspections with the respective Building or Zoning Inspector as outlined on the Inspection Request Form provided at permit issuance. The Department requires 24 hour notice for all inspections. The inspector, once on site, may require special or additional inspections based upon the scope of the project.
- C. **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 sets of As-Builts (illustrating all lighting, landscaping, parking, signs and etc.) must be submitted at least one week prior to the anticipated occupancy of the building, structure or use of land activity. The Department requires a minimum of 72 hours from the last inspection in order to process a Certificate of Use and Occupancy. Please note that it is unlawful to occupy (employees or patrons) a structure without benefit of a Certificate of Use and Occupancy.**

SPECIFIC COMMENTS:

This project is subject to, but not limited to, the following sections of the 1992 Zoning and Subdivision Control Article:

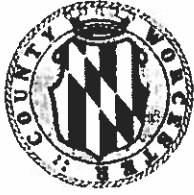
ZS 1-304	Lot requirements generally
ZS 1-305	Access to structures
ZS 1-308	Off-street parking areas
ZS 1-309	Off-street loading spaces
ZS 1-325	Site plan review
ZS 1-326	PCD planned commercial developments
ZS 1-332	Exterior lighting
ZS 1-334	Landscaping and buffering requirements
ZS 1-336	Classification of highways
ZS 1-337	Additional setbacks from drainage ditches and stormwater management facilities
ZS 1-340	Commercial developments
ZS 1-342	Access and traffic circulation requirements

**NOTE:** This project is part of the 1996 Manklin Greens Planned Unit Development, and the 1998 Manklin Station Planned Commercial Development (revised in 2004), both of which were reviewed and approved under the 1992 Zoning and Subdivision Control Article. Therefore, this revision to the site plan for the two remaining buildings illustrated on those plans shall also be reviewed under those standards.

1. Please add the following statement with the signature block for the property owner to sign prior to final signature approval: "As the property owner/developer, I am in full agreement with this site plan submitted herewith, and I am responsible for the completion of the improvements as shown on the approved site plan, and I understand that I cannot allow the property or buildings to be occupied until a Certificate of Use and Occupancy has been issued by the Department of Development, Review and Permitting."
2. Please note the proposed uses of Buildings D and E on the site plan under the site data;
3. Please review the location of the handicap accessible parking spaces and discharge aisles with respect to the column locations. The location of the columns cannot conflict with the depressed curbing that is required for the discharge aisles;
4. With respect to the provisions for loading spaces, the original PCD approval illustrated one loading space proposed for Building D, and two proposed for Building E. The current proposal is to eliminate all three, and provide a 9' by 18' area to the rear of Building D.
  - a. Please note that under §ZS 1-326(f)(3), the Planning Commission has the ability to reduce the required loading space requirements by not more than 50% where it is deemed that such a reduced capacity will still meet the needs of the development and the general public. There is one existing loading area to the rear of Building C.
5. The proposed site plan illustrates a significant amount of existing trees to be removed

from the parking lot with no plans provided for their replacement.

- a. Please note that a minimum of 1 tree per 10 parking spaces shall be provided, therefore 17 trees shall be provided within the parking lot. An additional 5 trees need to be planted per §ZS 1-334(d)(8)A.;
  - b. The remaining landscape islands where trees have been removed shall be planted with shrubs or other landscaping materials per §ZS 1-334(d)(8)C.;
6. Why are the two trees being proposed for removal within the outdoor pedestrian plaza between Buildings B & C?
  7. Please note the method of irrigation on the plan;
  8. A maintenance and replacement bond for required landscaping is mandatory for a period not to exceed two years in an amount not to exceed one hundred and twenty-five percent 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;
  9. Any on-building signage shall be reviewed and approved at the permit stage based upon tenant fitouts of the buildings;
  10. While the building plans are not subject to the *Design Guidelines and Standards for Commercial Uses*, the Planning Commission shall review and approve the building elevation design features for consistency with the existing development;
  11. 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;
  12. Written confirmation will also be required from the Dept. of Environmental Programs Natural Resources Division relative to Forestry and Stormwater Management requirements prior to the Department granting signature approval. Any preliminary approvals associated with these requirements will need to be addressed as applicable prior to the scheduling of this project for Planning Commission review;
  13. Written confirmation of approval from the County Roads Division of the Department of Public Works regarding the existing commercial entrances shall be provided to the Department prior to granting signature approval;



WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE

Department of Development Review & Permitting  
Worcester County Government Center  
1 W. Market St., Room 1201  
Snow Hill, Maryland 21863  
410-632-1200, Ext. 1151  
pmiller@co.worcester.md.us

\*\*\*\*\*

Project: Manklin Station, Manklin Creek Road  
Date: 8/14/2019  
Tax Map: 21 Parcel: 306 Section:        Lot: 2

STANDARD COMMENTS

1. Items listed in this review are not required for Technical Review Committee approval.
2. Provide complete code review. List type of construction, use groups, height and area, occupant loads, live, dead and other structural loads.
3. Soils report required at time of building permit application.
4. Compaction reports due at all footings and slab inspections as well as any site work and structural fill.
5. Complete sealed architectural, structural, mechanical, plumbing and electrical plans are required.
6. Provide information for wind, snow, floor, roof and seismic loads.
7. Special inspections (Third party) required per IBC Chapter 17 for steel, concrete, masonry, wood, prepared fill, foundations and structural observations.
8. Provide plan for owner's special inspection program, list inspections and inspection agencies.
9. A Maryland Registered Architect must seal plans. This architect or architectural firm will be considered the architect of record.
10. A pre-construction meeting will be required before any work starts.
11. Provide complete accessibility code requirements and details.
12. List on construction documents all deferred submittals.
13. Truss and other shop drawings will be required prior to installation. Design professional in responsible charge shall review and approve all shop drawings.
14. Please provide your design professional with a copy of these comments.



## Site specific comments

1. Current Codes: 2015 International Building Code  
2015 International Residential Code  
2015 International Energy Conservation Code  
2015 International Mechanical Code  
2017 NEC  
Maryland Accessibility Code  
2010 ADA Standards for Accessible Designs

Maryland Codes Administration has completed the adoption of the 2018 edition of the International Codes. Worcester County adoption of 2018 I codes is anticipated shortly.

2. Wind Design: 127 MPH (assumed); Risk category II; Exposure "C"
3. Complete sealed architectural, structural, mechanical, plumbing and electrical plans are required for all tenants and tenant fit outs.
4. ADA: Provide all details and specifications per 2010 ADA design standards.
5. Provide an accessible route from parking to building entrance. Roof columns may not encroach on the accessible route.
6. Provide all information per section C103.2 and R103.2: "Information on construction documents of 2015 IECC".
7. Provide an Energy Compliance Report and lighting plan (wattage report) for each building.

There is not enough information provided at this time to provide additional comments.



## Worcester County

Department of Environmental Programs  
Environmental Programs Division

### Memorandum

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**To:** Technical Review Committee (TRC) for August 14, 2019 Meeting

**From:** Environmental Programs Staff

**Subject:** Manklin Station, SITE PLAN REVIEW,  
TM 21 P 306 L 2

**Date:** July 29, 2019

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

- Reviewing the site plans, there is a slight difference in the square footage of the buildings between the site plans and the architectural plans. This will need to be resolved so we can designate appropriate flow to each building. Manklin Station is allotted 81 EDUs & will be using 3 more EDUs with this proposed project. We will need to make sure that EDUs are assigned correctly. We will also need an EDU chart to be submitted with the next set of site plan
- Natural gas is available to this property.
- Plumbing Code is the 2015 National Standard Plumbing Code (NSPC) Illustrated (National Association of Plumbing-Heating-Cooling Contractors). The Gas Code is National Fuel Gas Code, ANSI Z223.1, NFPA 54, 2015 Edition, for natural gas.
- Commercial Plumbing Plans will need to be submitted for review with each building permit and a \$125 review fee for each submitted. A plumbing permit will be need to be obtained for the interior work and another plumbing permit will be needed for the site utility work. Gas permits will be needed as well, if utilized for this project.

**Citizens and Government Working Together**



DEPARTMENT OF ENVIRONMENTAL PROGRAMS

Worcester County

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

TECHNICAL REVIEW COMMITTEE  
FOREST CONSERVATION REVIEW

LAND PRESERVATION PROGRAMS  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE CONSTRUCTION  
AGRICULTURAL PRESERVATION  
ADVISORY BOARD

WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS  
FOREST CONSERVATION  
COMMUNITY HYGIENE

STAFF PERSON: David Mathers (DM)

DATE OF MEETING: August 14, 2019

PROJECT: Manklin Station Planned Commercial Development

LOCATION: Tax Map 21; Parcel: 306; Lot: 2

OWNER: The Holland Island, LLC

LAND PLANNER: Vista Design, Inc.

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**This project is exempt from the Worcester County Forest Conservation Law. Under NR 1-403(b)(15), the area of forested non-tidal wetland, including any regulated buffer, is greater than or equal to the area of reforestation and afforestation required.**

**This project is subject to the Worcester County Stormwater Ordinance. The project has obtained Stormwater concept plan approval. Site Design Plan approval must be received prior to this case going to the Planning Commission.**



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS


## Worcester County

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

LAND PRESERVATION PROGRAM  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE CONSTRUCTION  
AGRICULTURAL PRESERVATION  
ADVISORY BOARD

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

### MEMORANDUM

DATE: July 18, 2019  
TO: Worcester County Technical Review Committee  
FROM: Joy S. Birch, Natural Resources Specialist III   
RE: August 14, 2019 Technical Review Committee Meeting

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- Manklin Station Planned Commercial Development – Proposed construction of Buildings D and E, each consisting of 6,000 square feet of mixed retail/office space within the Manklin Greens PUD and PCD, located on the southerly side of Manklin Creek Road, east of Ocean Parkway, Tax Map 21, Parcel 306, Lot 2, Tax District 3, C-2 General Commercial District, The Holland Island, LLC, owner / Vista Design, Inc., land planner. This is located outside of the Atlantic Coastal and Chesapeake Bay Critical Area Program. **No Comment.**

**MDOT**  
MARYLAND DEPARTMENT  
OF TRANSPORTATION  
STATE HIGHWAY  
ADMINISTRATION

Larry Hogan  
Governor  
Boyd K. Rutherford  
Lt. Governor  
Pete K. Rahn  
Secretary  
Gregory Slater  
Administrator

August 1, 2019

Ms. Jennifer Keener, Zoning Administrator  
Department of Developing, Review and Planning  
Worcester County Government Center  
One West Market Street, Room 1201  
Snow Hill MD 21863

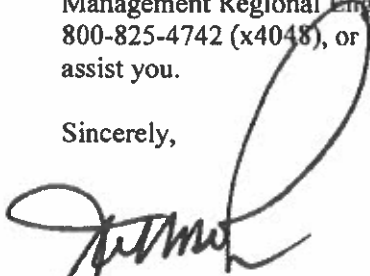
Dear Ms. Keener:

Thank you for the opportunity to review the major site plan for the proposed Manklin Station Planned Commercial Development, located on the southerly side of Manklin Creek Road, east of Ocean Parkway, in Worcester County, MD. The Maryland Department of Transportation State Highway Administration (MDOT SHA) has reviewed the plans and we are pleased to respond.

This site plan proposes the construction of Buildings D and E, each consisting of 6,000 square feet of mixed retail/office space within the Manklin Greens PUD and PCD. The Construction as proposed is not within the jurisdiction of MDOT SHA, and we do not anticipate the project will negatively impact the surrounding State roadway network. Therefore, the MDOT SHA has no objection to the construction as proposed.

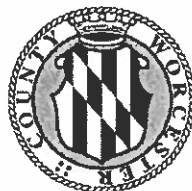
If you have any questions, or require anything additional, please contact Mr. Daniel Wilson, Access Management Regional Engineer, at 410-677-4048, by using our toll free number (in Maryland only) at 1-800-825-4742 (x4048), or via email at [dwilson12@mdot.maryland.gov](mailto:dwilson12@mdot.maryland.gov). Mr. Wilson will be happy to assist you.

Sincerely,



James W. Meredith  
District Engineer

cc: Mr. Hicham Baassiri, District 1 Assistant District Engineer-Project Development, MDOT SHA  
Mr. Don Conner, District 1 Access Management Consultant Inspector, MDOT SHA  
Mr. Mike Marvel, District 1 Resident Maintenance Engineer, Worcester County, MDOT SHA  
Mr. Daniel Wilson, District 1 Access Management Regional Engineer, MDOT SHA



Worcester County  
DEPARTMENT OF PUBLIC WORKS  
6113 TIMMONS ROAD  
SNOW HILL, MARYLAND 21863

**MEMORANDUM**

JOHN H. TUSTIN, P.E.  
DIRECTOR

JOHN S. ROSS, P.E.  
DEPUTY DIRECTOR

TEL: 410-632-5623  
FAX: 410-632-1753

**TO:** Jennifer Kenner, Zoning Administrator  
**FROM:** Frank J. Adkins, Roads Superintendent **FA**  
**DATE:** July 29, 2019  
**SUBJECT:** TRC Meeting – August 14, 2019

**DIVISIONS**

**MAINTENANCE**  
TEL: 410-632-3766  
FAX: 410-632-1753

**ROADS**  
TEL: 410-632-2244  
FAX: 410-632-0020

**SOLID WASTE**  
TEL: 410-632-3177  
FAX: 410-632-3000

**FLEET  
MANAGEMENT**  
TEL: 410-632-5675  
FAX: 410-632-1753

**WATER AND  
WASTEWATER**  
TEL: 410-641-5251  
FAX: 410-641-5185

.....  
**Section 1-325 Site Plan Review**

**A. Forefront: Horace & Elwath Solar**

1. No comments at this time. Borders State Highway.



**B. Manklin Station PCD**

1. No comments at this time.

cc: John H. Tustin, P.E.

FJA:ll  
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GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1003

SNOW HILL, MARYLAND 21863-1194

TEL: 410-632-5666

FAX: 410-632-5664

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## TECHNICAL REVIEW COMMITTEE COMMENTS

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**PROJECT: Manklin Station Planned Commercial Development**

**TRC #: 2019361**

**LOCATION: Tax Map 2126; Parcel 306, Lot 2**

**CONTACT: The Holland Island, LLC**

**MEETING DATE: August 14, 2019**

**COMMENTS BY: Matthew Owens**

**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

Proposed construction of building D and E, each consisting of 6000 square feet of mixed retail/office space.

### 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. Adequate emergency turn-a-round shall be provided for all streets in excess of 150 ft with cul-de-sacs. Cul-de-sacs shall have a minimum centerline radius of 50 ft.
8. Roadways shall meet current county roadway standards.
9. 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.
10. Coordinate 9-1-1 addressing with Worcester County Department of Emergency Services (410) 632-1311.

#### Specific Comments

1. Complete set of building plans shall be submitted and approved prior to start of construction.
2. Provide and maintain code compliant fire resistance rated separation between all of the tenant spaces.
3. Automatic suppression system may be required depending on the intended use of the proposed buildings.
4. No further comments at this time.