

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE  
AGENDA**

**Wednesday, December 13, 2023, at 1:00 p.m.**

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

**I. Call to Order**

**II. Sunset Marine Park – Major Site Plan Review**

Site development consisting of a 5,500 sq. ft. retail office building with residential space above, 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 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 & 584, Tax District 10, C-2 General Commercial / R-3 Multi-family Residential, Old Bridge Sunset Holdings, LLC, owner / GMB, LLC, architect/engineer.

**III. Coastal Community Church – Sketch Plan Review**

Proposed construction of a 22,357 square foot, 704 seat sanctuary building and parking lot. Located at 10900 Ocean Gateway, Tax Map 26, Parcel 461, Tax District 03, C-2 General Commercial District, Ocean City Worship Center, owner / Beacon Engineering, LLC, engineer.

**IV. Adjourn**

**TECHNICAL REVIEW COMMITTEE**

DATE OF MEETING: 12/13/2023

PROJECT: Sunset Avenue Boat Works

APPLICANT(S) IN ATTENDANCE:

---

---

TRC MEMBERS IN ATTENDANCE:

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





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 May 11, 2022

#### **Sunset Marine Park – Major Site Plan Review**

Site development consisting of a 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 & 584, Tax District 10, C-2 General Commercial / R-3 Multi-family Residential, Old Bridge Sunset Holdings, LLC, owner / GMB, LLC, architect/engineer.

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

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

#### **General Requirements:**

1. In order to obtain a Building Permit, the applicant must submit the following to the Department:
  - a. A complete Building Permit Application along with the initial fee of \$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.

**Please note that it is unlawful to occupy a structure (employees or patrons) without the benefit of a Certificate of Use and Occupancy.**

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

§ZS1-210	C-2 General Commercial District
§ZS1-207	R-3 Multi-Family Residential District
§ZS1-305	Lot Requirements Generally
§ZS1-306	Access to Structures
§ZS1-312	Two family and Multi-Family Developments
§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

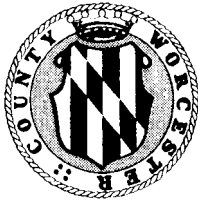
**\*This project is subject to the *Design Guidelines and Standards for Commercial Uses***

1. A vehicular travelway will be required to the rear of all structures in accordance with ZS1-319(c)(5):
  - a. “(5) Except for single-family residences, vehicular travelways 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 travelways 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.”
2. A special exception will be required for the proposed residential use.
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.
4. Provide ADA parking as necessary on the R-3 portion of the property.
5. Provide loading zone(s) in accordance with §ZS1-321.
6. Include parking calculations tables, for each zoning section individually, on the site plan in order to review for compliance with §ZS 1-320.
7. In accordance with §ZS 1-320, one bike rack is required for the retail building.

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 sensors unless waived by the Planning Commission. Please note methods of maintenance for landscaped areas.
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.
10. Freestanding and on-building signage meeting the requirements of §ZS 1-324 shall be reviewed and approved during the permitting process.
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 Standards* cannot be performed.
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.
13. Include all proposed crosswalks on the site plan.
14. A community feature and minimum 800 square foot community space with no side less than 12 feet long are required.
15. Include all refuse collection containers on the site plan.

**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.
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.



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: Sunset Avenue Boat Works

Date: 12/13/2023

Tax Map: 27 Parcel: 264 & 584 Section:        Lot:     Block:       

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, and seismic loads.
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.**
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.
14. Architect / Engineer to provide verification construction is in accordance with approved plans and specifications prior to final inspection.
15. Provide your design professional with a copy of these comments.

## SITE SPECIFIC COMMENTS

1. Current Codes: 2018 International Building Code  
2018 International Energy Conservation Code  
2018 International Mechanical Code  
2017 NEC  
Maryland Accessibility Code (MAC)  
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: 127 MPH (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).

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




**Worcester County**  
Department of Environmental Programs  
Natural Resources Division

## Memorandum

---

**To:** Worcester County Technical Review Committee

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

**Subject:** December 13, 2023 - Technical Review Committee Meeting

**Date:** November 17, 2023

---

**Sunset Avenue Boat Works – Major Site Plan Review** – Site development consisting of a 5,500 sq. ft. retail office building with residential space above, 2 contractor shop buildings totaling 17,500 sq. ft. with residential space above, 25,039 sq. ft. watercraft service building, a four-unit townhouse building and one 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, Parcel 264 & 584; in the Tenth Tax District of Worcester County, Maryland.

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

1. Please provide the Critical Area designation of Intensely Developed Area (IDA) to the plan.
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.*
3. Provide the total area of disturbance broken down as within and outside of the Critical Area boundary. Please separate by parcel number.

**Citizens and Government Working Together**



4. Provide lot coverage calculation table broken down as within and outside of the Critical Area. Please separate by parcel number.
5. Provide a Critical Area Report see NR 3-109 (d) (2).
6. Provide documents that the site will meet the 10 percent pollution reduction requirements. The Department can provide you with a copy of the worksheet if needed.
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.
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.
9. Copies of non-tidal wetland/buffer impacts authorizations will be required to be submitted prior to permitting.
10. Please submit the Critical Area review fee of \$408.75 for this Major Site Plan Review.

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

**This project is subject to the Worcester County Stormwater Ordinance.** The project has obtained Concept Plan approval prior to the TRC Site Plan Review and obtain Site Development approval prior to Planning Commission submittal.

**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.

**Citizens and Government Working Together**



**Worcester County**  
Department of Environmental Programs

## Memorandum

---

**To:** Technical Review Committee (TRC) for the December 13, 2023, meeting

**From:** Environmental Programs Staff

**Subject:** **Sunset Avenue Boat Works – Major Site Plan**  
**Tax Map: 27, Parcels: 64 & 584**

**Date:** December 8, 2023

---

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

1. 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.
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, ect. The townhomes would be assessed at one (1) EDUs per unit.
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, ect.)

**Citizens and Government Working Together**

of residential units on the second floor, would far exceed the capacity requested on that prior application.

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.
5. Public water is available for this project from the Mystic Harbour Sanitary Service Area.
6. On Page G1.1 of the plans, please reference notification of work to the “SWM Inspector”.
7. Metering of property facilities for water will need to be installed as appropriate, with the approval of DPW and the Finance Office.
8. Plumbing Code is the 2018 International Plumbing Code (IPC). The Gas Code is 2018 International Fuel Gas Code (IFGC) for natural gas.
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 plumbing 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.

**Citizens and Government Working Together**



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

---

---

## TECHNICAL REVIEW COMMITTEE COMMENTS

---

---

**PROJECT: Sunset Marine Park**  
**LOCATION: Tax Map 27; Parcel 264 & 584**  
**CONTACT: Tim Kamas**  
**MEETING DATE: December 13, 2023**

**TRC #: 2023854**

**COMMENTS BY: Matthew Owens**  
**Fire Marshal**

---

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 5500 square foot retail office building with residential space above, 2 contractor shop buildings totaling 17500 square feet with residential space above, a 25039 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.




**Worcester County**  
Department of Environmental Programs  
Natural Resources Division

## Memorandum

---

**To:** Technical Review Committee

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

**Subject:** Forest Conservation Review

**Date:** November 22, 2023

**Date of Meeting:** December 13, 2023

**Project:** Sunset Avenue Boat Works

**Location:** Sunset Avenue; Tax Map: 27; Parcels: 264 & 584

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

**Engineer:** GMB, LLC

---

**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  
ONE WEST MARKET STREET, ROOM 1906  
SNOW HILL, MARYLAND 21863  
TEL: 410.632.1220 / FAX: 410.632.2012

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

WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CIVIL AREAS  
FOREST CONSERVATION  
COMMUNITY WELFARE

## MEMORANDUM

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

---

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

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

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

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

---

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

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

**DATE:** December 8, 2023

**SUBJECT:** TRC Meeting – December 2023 – Roads and Water/Wastewater Comments

---

I Sunset Marine Park

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.
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.
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.
4. On Sheet C3.1, 10" water main 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.
5. On Sheet C3.2, Please add structure labels for manholes and identify existing manhole numbers if present.
6. On Sheet C4.1, Minimum slope for 8" gravity sewer is .33% please revise accordingly.
7. On Sheet C12.1, please show water main extension to MD707 Old Bridge Rd.
8. On Sheet C13.2, please delete air release valve detail as it is not required.
9. Please add a reference or note of Trace Safe tracer wire and Copperhead Industries SnakePit junction box for tracer wire detail on Sheet C13.
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.

II Coastal Community Church

1. No comments from DPW at this time.

cc: Kevin Lynch, Roads Superintendent  
Tony Fascelli, W/WW Superintendent



## Stuart White

---

**From:** Aws Ezzat <AEzzat@mdot.maryland.gov>  
**Sent:** Friday, December 1, 2023 12:34 PM  
**To:** Stuart White  
**Cc:** Jeffrey Fritts  
**Subject:** Re: December PC and TRC draft agendas

Hello Stu,

After a review of the subject developments, MDOT SHA determined that the proposed Sunset Marine Park and Coastal Community Church projects will have no negative impact to the surrounding State roadway network.

Thank you,



[roads.maryland.gov](https://roads.maryland.gov)

**Aws Ezzat, P.E.**  
Regional Engineer  
Access Management  
410.677.4048 **office**  
443.430.7462 **mobile**  
AEzzat@mdot.maryland.gov  
**District 1**  
660 West Road, Salisbury, MD  
21801

---

**From:** Stuart White <swhite@co.worcester.md.us>  
**Sent:** Wednesday, November 15, 2023 3:14 PM  
**To:** April Payne <apayne@co.worcester.md.us>; Aws Ezzat <AEzzat@mdot.maryland.gov>; Bill Bradshaw <bbradshaw@co.worcester.md.us>; Catherine Zirkle <czirkle@co.worcester.md.us>; Chris Clasing <cclasing@co.worcester.md.us>; Dallas Baker <dbaker@co.worcester.md.us>; David M. Bradford <dbradford@co.worcester.md.us>; David Mathers <dmathers@co.worcester.md.us>; Gary Serman <gserman@co.worcester.md.us>; Janet Davis <jdavis@co.worcester.md.us>; Jennifer Keener <jkkeener@co.worcester.md.us>; Jessica Wilson <jwilson@co.worcester.md.us>; Joy Birch <jbirch@co.worcester.md.us>; Katherine Munson <kmunson@co.worcester.md.us>; Kelly Henry <khenry@co.worcester.md.us>; Kevin Lynch <klynch@co.worcester.md.us>; Kristen Tremblay <ktremblay@co.worcester.md.us>; Kristi Evans <kevans@co.worcester.md.us>; Lisa Lawrence <llawrence@co.worcester.md.us>; Mark Gillis <MGillis@mdot.maryland.gov>; Matt Owens <mowens@co.worcester.md.us>; Matthew Laick <mlaick@co.worcester.md.us>; Paul Miller <pmiller@co.worcester.md.us>; Robert Mitchell <bmitchell@co.worcester.md.us>; Tony Fascelli <tfascelli@co.worcester.md.us>; Betty Smith <judges45@aol.com>; Jerry Barbierri <jerryba@comcast.net>; kenchurch7@aol.com <kenchurch7@aol.com>; Marlene Ott <marlene@marleneott.com>; Mary Knight <mmknight@comcast.net>; Phyllis Wimbrow <pwimbrow1956@gmail.com>; Rick Wells <dawncircle@outlook.com>  
**Subject:** December PC and TRC draft agendas

Good afternoon,



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS

**Worcester County**

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

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

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

## MEMORANDUM

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

---

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.

**TECHNICAL REVIEW COMMITTEE**

DATE OF MEETING: 12/13/2023

PROJECT: Coastal Community Church

APPLICANT(S) IN ATTENDANCE:

---

---

TRC MEMBERS IN ATTENDANCE:

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





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

December 13, 2023

#### **Coastal Community Church – Sketch Plan Review**

Proposed construction of a 22,357 square foot, 704 seat sanctuary building and parking lot. Located at 10900 Ocean Gateway, Tax Map 26, Parcel 461, Tax District 03, C-2 General Commercial District, Ocean City Worship Center, owner / Beacon Engineering, LLC, engineer.

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

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

#### **General Requirements:**

1. In order to obtain a Building Permit, the applicant must submit the following to the Department:
  - a. A complete Building Permit Application along with the initial fee of \$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. **Please note that it is unlawful to occupy a structure (employees or patrons) without the benefit of a Certificate of Use and Occupancy.**

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

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

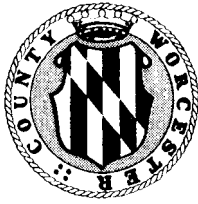
**\*This project is also subject to the *Design Guidelines and Standards for Commercial Uses***

1. Please verify the parking calculations and include seating counts for the existing sanctuary on the table.
2. Freestanding and on-building signage meeting the requirements of §ZS 1-324 shall be reviewed and approved during the permitting process.
3. Please provide a landscaping plan in accordance with §ZS 1-322.
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 (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.
5. 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 sensors unless waived by the Planning Commission. Please note the method of maintenance for landscaped areas.
6. This property is located within the Seaside Architectural Tradition. Building plans printed to-scale will need to be provided (specific dimensions, all roof pitches, all façades, color of the building materials, etc.) prior to review by the Planning Commission. Until such time, a full review of the plans in relation to the requirements of the *Design Guidelines and Standards* is unable to be performed.
7. Additional details shall be provided on the lighting to meet the requirements of §ZS 1-323 and Section 18 of the *Design Guidelines and Standards for Commercial Uses*.
8. Under Section 2(b) of the *Design Guidelines and Standards for Commercial Uses*, the

Planning Commission is able to grant a waiver to the requirements contained within where it finds that the proposed alternative building or site design features generally achieves the overall objectives of the guidelines or standards that apply to the waiver being requested. Please keep in mind that if a similar standard is listed in the Zoning Code and does *not* allow for a waiver, that standard cannot be waived.

**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.
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.



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: Coastal Community Church

Date: 12/13/2023

Tax Map: 26 Parcel: 461 Section:        Lot:     Block:       

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, and seismic loads.
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.**
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.
14. Architect / Engineer to provide verification construction is in accordance with approved plans and specifications prior to final inspection.
15. Provide your design professional with a copy of these comments.

## SITE SPECIFIC COMMENTS

1. Current Codes: 2018 International Building Code  
2018 International Energy Conservation Code  
2018 International Mechanical Code  
2017 NEC  
Maryland Accessibility Code (MAC)  
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: 125 MPH (assumed); Risk category III\*; Exposure "C"  
\*If occupant load exceeds 300 persons.
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 ADA drinking fountain (hi/low).
8. Provide an accessible route from the parking lot to the building entry.
9. Provide an egress plan.
10. Provide an automatic sprinkler system throughout the structure.

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





## Worcester County

Department of Environmental Programs  
Natural Resources Division

### Memorandum

---

**To:** Worcester County Technical Review Committee

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

**Subject:** December 13, 2023 - Technical Review Committee Meeting

**Date:** November 17, 2023

---

- **Coastal Community Church – Sketch Plan**

Proposed construction of a 22,357 square foot, 704 seat sanctuary building and parking lot. Located at 10900 Ocean Gateway, Tax Map 26, Parcel 461, Tax District 03, C-2 General Commercial District, Ocean City Worship Center, owner / Beacon Engineering, LLC, engineer. This is located outside of the Atlantic Coastal and Chesapeake Bay Critical Area Program. **No Comment.**

**Citizens and Government Working Together**



**Worcester County**  
Department of Environmental Programs

## Memorandum

---

**To:** Technical Review Committee (TRC) for the December 13, 2023, meeting

**From:** Environmental Programs Staff

**Subject:** **Coastal Community Church – Sketch Plan Submission**  
**Tax Map: 26, Parcel: 461**

**Date:** December 8, 2023

---

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

1. Septic tanks and pump station will need to be located and included with the the plan.
2. Please label existing well with the well tag number on the plan.
3. What activities are planned for the multi-purpose building? How will this affect total attendance for services and total occupancy estimates? The chart on the sketch plan, while detailing flows, does not provide details on what is being done in this building other than office space, which we assume is one (1) person, 4 days per week? Is that correct?
4. While this property has replacement area for the current system, if the current system were to fail hydraulically, it could very well negatively impact the adjacent replacement area as well. EP staff will need to talk more with the consultant to review system dosing plans, tank capacities, and building activities in the existing and proposed buildings for this property.

**Citizens and Government Working Together**



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

---

---

## TECHNICAL REVIEW COMMITTEE COMMENTS

---

---

**PROJECT: Coastal Community Church**  
**LOCATION: Tax Map 26; Parcel 461**  
**CONTACT: Rev. Bryan Burger**  
**MEETING DATE: December 13, 2023**

**TRC #: 2023855**

**COMMENTS BY: Matthew Owens**  
**Fire Marshal**

---

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 a 22,357 square foot, 704 seat sanctuary building and parking lot.

### **Specific Comments**

1. The proposed building shall be protected by an automatic sprinkler system in accordance with NFPA 13, *Standard for the Installation of Sprinkler Systems*. Plans shall be submitted and approved by this office prior to the installation of such system.
2. The proposed building shall be protected by a fire alarm system in accordance with NFPA 72, *The National Fire Alarm Code*.
3. Complete set of building plans shall be submitted and approved prior to start of construction.
4. No further comments at this time.




**Worcester County**  
Department of Environmental Programs  
Natural Resources Division

## Memorandum

---

**To:** Technical Review Committee

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

**Subject:** Forest Conservation & Stormwater Management Review

**Date:** November 22, 2023

**Date of Meeting:** December 13, 2023

**Project:** Coastal Community Church

**Location:** 10900 Ocean Gateway; Tax Map: 26; Parcel: 461

**Owner/Developer:** Ocean City Worship Center

**Engineer:** Beacon Engineering, LLC

---

**This project is subject to the Worcester County Forest Conservation Law.** This property is subject to Forest Conservation Plan #10-25. This property has met compliance with the Worcester County Forest Conservation Law through the establishment of on-site and off-site Forest Conservation easements. Forest Conservation easement areas are to be kept as a natural habitat area, no clearing or grading within these Conservation easement areas is permitted, and any new structures and improvements must not encroach into the Forest Conservation easement. Furthermore, all Forest Conservation signs must be in place around the Conservation easements.

**This project is subject to the Worcester County Stormwater Ordinance.** The project has obtained Stormwater Concept Plan approval. Site Development Plan approval must be received prior to review by the Planning Commission.

All projects over one 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.

**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

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

## MEMORANDUM

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

---

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

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

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

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

---

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

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

**DATE:** December 8, 2023

**SUBJECT:** TRC Meeting – December 2023 – Roads and Water/Wastewater Comments

---

I Sunset Marine Park

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.
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.
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.
4. On Sheet C3.1, 10" water main 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.
5. On Sheet C3.2, Please add structure labels for manholes and identify existing manhole numbers if present.
6. On Sheet C4.1, Minimum slope for 8" gravity sewer is .33% please revise accordingly.
7. On Sheet C12.1, please show water main extension to MD707 Old Bridge Rd.
8. On Sheet C13.2, please delete air release valve detail as it is not required.
9. Please add a reference or note of Trace Safe tracer wire and Copperhead Industries SnakePit junction box for tracer wire detail on Sheet C13.
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.

II Coastal Community Church

1. No comments from DPW at this time.

cc: Kevin Lynch, Roads Superintendent  
Tony Fascelli, W/WW Superintendent

## Stuart White

---

**From:** Aws Ezzat <AEzzat@mdot.maryland.gov>  
**Sent:** Friday, December 1, 2023 12:34 PM  
**To:** Stuart White  
**Cc:** Jeffrey Fritts  
**Subject:** Re: December PC and TRC draft agendas

Hello Stu,

After a review of the subject developments, MDOT SHA determined that the proposed Sunset Marine Park and Coastal Community Church projects will have no negative impact to the surrounding State roadway network.

Thank you,



[roads.maryland.gov](https://roads.maryland.gov)

**Aws Ezzat, P.E.**  
Regional Engineer  
Access Management  
410.677.4048 **office**  
443.430.7462 **mobile**  
AEzzat@mdot.maryland.gov  
**District 1**  
660 West Road, Salisbury, MD  
21801

---

**From:** Stuart White <swhite@co.worcester.md.us>  
**Sent:** Wednesday, November 15, 2023 3:14 PM  
**To:** April Payne <apayne@co.worcester.md.us>; Aws Ezzat <AEzzat@mdot.maryland.gov>; Bill Bradshaw <bbradshaw@co.worcester.md.us>; Catherine Zirkle <czirkle@co.worcester.md.us>; Chris Clasing <cclasing@co.worcester.md.us>; Dallas Baker <dbaker@co.worcester.md.us>; David M. Bradford <dbradford@co.worcester.md.us>; David Mathers <dmathers@co.worcester.md.us>; Gary Serman <gserman@co.worcester.md.us>; Janet Davis <jdavis@co.worcester.md.us>; Jennifer Keener <jkkeener@co.worcester.md.us>; Jessica Wilson <jwilson@co.worcester.md.us>; Joy Birch <jbirch@co.worcester.md.us>; Katherine Munson <kmunson@co.worcester.md.us>; Kelly Henry <khenry@co.worcester.md.us>; Kevin Lynch <klynch@co.worcester.md.us>; Kristen Tremblay <ktremblay@co.worcester.md.us>; Kristi Evans <kevans@co.worcester.md.us>; Lisa Lawrence <llawrence@co.worcester.md.us>; Mark Gillis <MGillis@mdot.maryland.gov>; Matt Owens <mowens@co.worcester.md.us>; Matthew Laick <mlaick@co.worcester.md.us>; Paul Miller <pmiller@co.worcester.md.us>; Robert Mitchell <bmitchell@co.worcester.md.us>; Tony Fascelli <tfascelli@co.worcester.md.us>; Betty Smith <judges45@aol.com>; Jerry Barbierri <jerryba@comcast.net>; kenchurch7@aol.com <kenchurch7@aol.com>; Marlene Ott <marlene@marleneott.com>; Mary Knight <mmknight@comcast.net>; Phyllis Wimbrow <pwimbrow1956@gmail.com>; Rick Wells <dawncircle@outlook.com>  
**Subject:** December PC and TRC draft agendas

Good afternoon,



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS

**Worcester County**

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

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

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

## MEMORANDUM

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

---

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.