

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE
AGENDA**

Wednesday, July 13, 2022 at 1:00 p.m.

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

- I. Call to Order
- II. Site Plan Review (§ ZS 1-325)
 - a. **Shorepoint Cottage Point** – Major site plan review
Proposed construction of fifty two 390 square foot cottages (20,280 square feet total) for rent with a public pool. Located at 9543 Stephen Decatur Highway, Tax Map 26, Parcel 424, Tax District 03, C-2 General Commercial District, West OC Properties, LLC, owner / Vista Design, Inc., engineer.
 - b. **Frontier Town Expansion** – Major site plan review
107 total proposed park unit sites with public pool and recreational areas. Located at 8428 Stephen Decatur Highway, Tax Map 33, Parcel 94, Tax District 10, C-2 General Commercial District, Sun TRS Frontier. LLC, owner / Davis Bowen & Friedel, Inc., engineer.
 - c. **Arcola Towers** – Minor site plan review
Proposed new 50' x 50' fenced equipment compound, 150' tall monopole, access road, landscaping and power/telecommunication run. Located at the northeast corner of the intersection between Carey Road & Old Worcester Highway, Tax Map 20, Parcel 371, Tax District 03, A-1 Agricultural District, John Taylor Farms, LLC, owner / Entrex Communication Svcs., Inc., engineer.
- III. Adjourn



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

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>

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE MEETING

July 13, 2022

Shorepoint Cottage Point – Major site plan review

Proposed construction of fifty-two (52), 390 square foot cottages (20,280 square feet total) for rent with a public pool. Located at 9543 Stephen Decatur Highway, Tax Map 26, Parcel 424, Tax District 03, C-2 General Commercial District, West OC Properties, LLC, owner / Vista Design, Inc., engineer.

Prepared by: Stu White, DRP Specialist

Contact: 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 \$300 made payable to "Worcester County."
 - b. Four (4) sets of complete construction plans (footing, foundation, framing, floor plan and building elevations (front, rear and sides)). The construction plans must be sealed by an architect and prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code.
 - c. Three (3) site plan sets once approved by the Technical Review Committee.
2. Once the permit is issued, the applicant must coordinate all necessary inspections with the respective Building/Housing/Zoning Inspector. The Department requires 24-hour notice for all inspections. The inspector may require special or additional inspections as needed.
3. In order to obtain a Certificate of Use and Occupancy, all of the necessary inspections must be completed and approved by the various inspection 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
§ZS1-323	Signs
§ZS1-325	Site Plan Review
§ZS1-326	Classification of Highways

*The proposed project is also subject to the *Design Guidelines and Standards for Commercial Uses* as revised and adopted on January 17, 2017. Under Section 2 of the Design Guidelines, the Planning Commission is able to grant a waiver to the requirements contained within, as long as the applicant can meet the provisions described. 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.

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

Basic Site Plan Corrections Required:

1. The plan must also bear the original signature of the property owner, applicant if different, and the person who prepared the site plan. Please add the following statement with a 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. Schematic elevations and floor plans drawn to-scale for any freestanding signs and for all buildings or structures, including but not limited to: building height, number of stories, type of construction, finish materials, colors, awnings, roof style and materials, architectural tradition or style, mechanical equipment, and the size and location of any on-building signs. The information provided in the elevations shall be of sufficient detail to assess compliance with the *Design Guidelines*.

3. 'Height' is misspelled under General Notes on sheet S-1.
4. Who maintains the private ROW? Please provide general information on site plan.

Parking and Travelways:

1. Two (2) bike racks are required that meet 'Off-Street Parking Areas' (Section ZS1-320(a)).
2. MDOT SHA has indicated that the existing access will need improvements as well as a Commercial Access Permit.

Landscaping:

1. A landscaping installation and maintenance agreement including the associated bond will need to be provided along with a check for \$60 for recordation fees.
2. 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.

Lighting:

1. Is lighting proposed? If so, a lighting plan will need to be provided. Please see Section ZS1-323.

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 regarding the existing, proposed, or modified commercial entrances on all parcels shall be provided to the Department prior to granting signature approval.
4. Approval from the Worcester County Health Department will be required at the permitting stage.

Design Guidelines and Standards for Commercial Uses: This property is located within the Seaside Architectural Tradition. **It is strongly recommended that the applicant review the Design Guidelines prior to preparing materials for the Planning Commission.**

1. In order to properly assess the proposed project against the Design Guidelines prior to Planning Commission review, a number of items will need to be addressed and are listed as follows:
 - a. Dimensions including pitch of roofs proposed (min pitch 4 in 12) including overhang dimensions;
 - b. Materials utilized including:
 - i. Walls, siding, trims, windows, doors;
 - c. Front entrance view without (and with banister of cabins);
 - d. Any signage or lighting proposed including locations, heights, and types;
 - e. Any seating to be provided;
 - f. Bike Racks and locations;
 - g. A 35-foot-deep landscape buffer in the front yard setback;
 - h. More information on the building perimeter landscaping including species planted;
 - i. Dimensions and materials used in community feature: pool, deck, beach.



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: March 11, 2020

TO: Applicant

FROM: Jenelle Gerthoffer, Natural Resources Administrator 

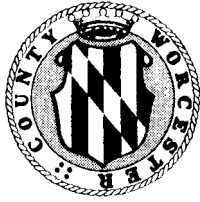
SUBJECT: Stormwater/Sediment Erosion Control Plan/Permit

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

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

If you have any questions, please feel free to contact the Natural Resources Administrator, Jenelle Gerthoffer, at (410) 632-1220, ext. 1147.



WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE

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

Project: Shorepoint Cottage Court

Date: 7/13/2022

Tax Map: 26 Parcel: 424 Section: Lot: 1, 2 & 3 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, floor 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. A Maryland Registered Architect must seal plans. This architect or architectural firm will be considered the architect of record.
9. A pre-construction meeting will be required before any work starts.
10. Provide complete accessibility code requirements and details.
11. List on construction documents all deferred submittals.
12. Truss and other shop drawings will be required prior to installation.
13. Please 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
2010 ADA Standards for Accessible Designs
Maryland Building Performance Standards
Maryland State Model Performance Code (MPC) for Industrialized Buildings
2. Wind Design: 127 MPH (assumed); Risk category II; Exposure "C"
3. Complete sealed architectural, structural, mechanical, plumbing and electrical plans.
4. ADA: Provide all details and specifications per 2010 ADA design standards.
5. Transient Lodging Guest Rooms (ADA): Provide dispersion of rooms based on type A, B or C per Table 224.2 and Table 224.4 (2010 ADA Design Standard). A minimum number of (4) accessible units are required, with a minimum of one unit provided with a roll-in shower.
6. Provide an accessible route from parking to unit and at amenities.
7. All transient lodging units to have fire suppression system per IBC.
8. HOTEL or MOTEL: An establishment for transients consisting of any number of sleeping rooms in permanent buildings, each room or suite of rooms having complete sanitary facilities and separate entrances, including a hotel, motor hotel, motor lodge, tourist park, tourist court, cottage court and similar establishments, but not including a boarding- or lodging house.
9. Provide one hour rated walls when structures are separated by less than 10' between structures (buildings, decks, and stairs) or property lines.

10. Exterior exit stairways and ramps shall have a minimum fire separation distance of 10 feet measured at right angles from the exterior edge of the stairway or ramps, including landings, to other buildings on the same lot unless the adjacent building exterior walls and openings are protected in accordance with Section 705 based on fire separation distance.
11. Provide complete Energy Code compliance information.
12. Maryland state permit along with the Worcester County and engineered plans required for pool, pool deck and pump house.

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

Additional information may be requested at time of plan review.



Worcester County
Department of Environmental Programs
Natural Resources Division

Memorandum

To: Worcester County Technical Review Committee

From: Joy S. Birch, Natural Resources Specialist, III 

Subject: July 13, 2022 – Technical review Committee Meeting

Date: June 17, 2022

Shorepoint Cottage Court – Proposed construction of fifty-two 390 square foot cottages for rent with a public pool. Tax Map 26, Parcel 424.

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

1. Address all requirements of the Critical Area Site Plan see NR 3-109 (d) (1).
2. Provide us with a Critical Area Report see NR 3-109 (d) (2).
3. Provide documents that the site will meet the 10% pollution reduction requirements. The Department can provide you with a copy of the worksheet if needed.
4. Illustrate and/or provide documentation that the 15% afforestation requirement will be accomplished.
5. Please provide a lot coverage breakdown of what is existing and proposed.
6. This project meets the requirement for the Maryland Critical Area Commission Project Notification parameters, therefore provide additional copies of the plan, Critical Area Report, 10% rule compliance details, and all other pertinent documents when submitted, will be forwarded to Commission Staff for review and comment.
7. Please provide a Critical Area Review Fee of \$200.00, plus \$25 per acre for lane within the Critical Area, for the Major Site Plan.

Citizens and Government Working Together

Storm Water Management & Erosion and Sediment Control:

This project is subject to the Worcester County Stormwater Ordinance. The project has concept plan approval.

General Provisions:

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



Worcester County
Department of Environmental Programs
Environmental Programs Division

Memorandum

To: Technical Review Committee (TRC) for July 13, 2022 Meeting

From: Environmental Programs Staff

Subject: **Major Site Plan: Shorepoint Cottage Point**
Tax Map: 26, Parcel: 424, Lots: 1, 2, & 3

Date: July 7, 2022

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. Environmental Programs requires a \$60 fee for any Technical Review Committee projects submitted on public water & sewer. This fee will need to be submitted prior to Signature Approval being given on this project.
2. There are currently 8 water EDUs for the Mystic Harbour Sanitary Service Area on this property. 17 sewer EDUs were allocated for this proposed project from the Mystic Harbour Sanitary Service Area on July 5, 2021. It is required to have the corresponding number of water EDUs from the Mystic Harbour Sanitary Service Area.
3. All fees will need to be paid for these EDUs prior to any building permits being signed.
4. The proposed pool could require an EDU, depending on the treatment unit for the backwash.
5. The use of the pool should only be for those utilizing the resort cabins/campers.
6. A major site plan must have gone thru the 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.

Citizens and Government Working Together

7. The flow rate was determined using the hotel flows found in the flow tables contained within County Commissioner Resolution 19-37, which is our local policy for determining sanitary capacity requirements for residential and nonresidential land served by Worcester County public sewer systems. This also assumes short term rentals only for the proposed construction. If long term rentals are contemplated, then a more intensive flow rate and required sanitary allocation will be applied to the project.
8. Commercial plumbing plans will need to be submitted for plan review with the building permit and \$250 review fee submitted. A plumbing permit will also need to be obtained for the interior work and a separate one for the site utility work. Gas permits will be needed as well, if utilized for this project.
9. Plumbing Code is the 2018 International Plumbing Code (IPC).
10. The Gas Code is the International Fuel Gas Code, 2018 Edition.



GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1003

SNOW HILL, MARYLAND 21863-1194

TEL: 410-632-5666

FAX: 410-632-5664

TECHNICAL REVIEW COMMITTEE COMMENTS

PROJECT: Shorepoint Cottage
LOCATION: Tax Map 26; Parcel 424
CONTACT: West OC Properties LLC
MEETING DATE: July 13, 2022

TRC #: 2022325

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 construction of fifty two 390 square foot cottages for rent with a public pool.

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. The proposed cottages shall be protected by an automatic sprinkler system in accordance with NFPA 13D, *Standard for the Installation of Sprinkler Systems in One and Two Family Dwellings and Manufactured Homes*. Plans shall be submitted and approved by this office prior to the installation of such system.
2. The turning radius shall meet the most restrictive fire apparatus turning radius which is 33 feet inside and 55 feet outside. Currently the plans do not meet this requirement. Plans will need to be resubmitted which meet the required turning radius.
3. A fire hydrant locations shall be approved by this office.
4. Complete set of building plans shall be submitted and approved prior to start of construction.
5. No further comments at this time.

**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: July 7, 2022

SUBJECT: TRC Meeting – July 2022 – Roads and Water/Wastewater Comments

Site Plan Review

a) **Shorepoint Cottage Point**

- i. No comments from DPW Roads Division at this time.
- ii. Confirm that adequate EDUs have been assigned to the project
- iii. Please show a detail plan of how the existing 8" line will tie into the existing lateral that is referenced on the plans.
- iv. The 8" water main will need to extend to the northern end of the property frontage with a valve and blow off at the end of the main.
- v. A force main cleanout will need to be shown at the property line. Please also denote the limit of county maintenance at the cleanout.
- vi. Plans appear to show an incorrect existing water main sizing on the eastern side of MD Rt 611. Please revise accordingly.
- vii. Please reference a Neptune compound water meter at the meter pit.
- viii. A Detector check valve will be required on the 8" fire main in the area of the meter pit. Please also show the limit of County maintenance at the meter and check valve.
- ix. Standard details will be required for the compound meter, detector check valve, fire hydrant, and blow off.
- x. Please show the distance between the proposed hydrant along frontage and the next closest hydrant on the west side of MD Rt 611.
- xi. Please denote on the plans that private fire hydrants will need to be painted yellow. Any proposed County maintained hydrants along the frontage will need to be red.

b) **Frontier Town Expansion**

- i. No comments from DPW Roads Division at this time.
- ii. Confirm that adequate EDUs have been assigned to the project
- iii. Confirm adequate capacity at the receiving Worcester County Pump Station H.

c) **Arcola Towers**

- i. A driveway pipe may be required prior to the install of the construction entrance. This can be applied for at the time of building permit application.
- ii. No comments from DPW Water/Wastewater Division at this time.

cc: Kevin Lynch, Roads Superintendent
Gary Serman, W/WW Facilities Supervisor

June 23, 2022

Mr. Stuart White
Department of Developing, Review and Permitting
Worcester County Government Center
One West Market Street, Room 1201
Snow Hill MD 21863

Dear Mr. White:

Thank you for the opportunity to review the submission for the proposed Shorepoint Cottage Court development project, located at 9543 Stephen Decatur Road, approximately 1,400 feet northeast of the intersection of Sinepuxent Road and MD 611, 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 fifty-two, 390 square foot cottages, with an accompanying public pool. As this project proposes a new development and the reconstruction of an existing access along MD 611, a Commercial Access Permit will be required from this office (please see the attachments for the Commercial Access Permit Plan Review Requirements and Plan Review Checklist).

If you have any questions or require additional information please contact Mr. Aws Ezzat, District 1 Regional Access Management Engineer, at 410-677-4048, by using our toll-free number (in Maryland only) at 1-800-825-4742 (x4048), or via email at AEzzat@mdot.maryland.gov. He will be happy to assist you.

Sincerely,

James W. Meredith
District Engineer

Attachments

cc: Mr. Aws Ezzat, Regional Access Management Engineer, MDOT SHA
Mr. Jeff Fritts, Access Management Inspector, MDOT SHA
Mr. Tony Turner, Resident Maintenance Engineer, MDOT SHA
Mr. Dan Wilson, District 1 Assistant District Engineer - Traffic, MDOT SHA

Required for the Initial Commercial Access Permit Plan Review Submission

- Make sure all the requirements of the county/local jurisdiction have been fulfilled. Provide documentation of project approval from the county/local jurisdiction to the District 1 Access Management office.
- The initial submittal should contain: four sets of plans, two sets of the Stormwater Management Report, and a CD containing the plans and supporting documentation in PDF format; mailed directly to Mr. James W. Meredith at 660 West Road, Salisbury, MD 21801, attention of Mr. Daniel Wilson.
- If you are unable to make a hard copy submission or would prefer to submit electronically, you can make an electronic project submittal by logging into:
<https://mdotsha.force.com/accesspermit/login?ec=302&inst=1B&startURL=%2Faccesspermit>.
- The MDOT SHA Plan submittal should include a **Cover Sheet**, an **Existing Conditions/Sediment Control/Demolition Plan Sheet** (with a sequence of construction), a **Site/Utility/Landscape Plan Sheet** (with color coding of all utilities in plan-view, according to the Miss Utility color code and illustrations of all landscaping proposed in the MDOT SHA right of way), an **Entrance Plan Sheet**, a **Stormwater Management/Grading Plan Sheet**, a **Signing and Pavement Marking Sheet**, and a **Cross Sections Sheet**. The plan sheets are not required to be sequenced in this order, but the information generally provided on these sheets needs to be depicted in the plan set in some format.
- Please keep in mind that you can view the project status and identify who conducted the review process via the MDOT SHA Access Management web page
<http://www.roads.maryland.gov/pages/amd.aspx>.
- Please consult the MDOT SHA Access Manual for Entrance and Design specifications, at:
<https://www.roads.maryland.gov/Index.aspx?PageId=393>.
- If you have any questions, please contact Aws Ezzat, the District 1 Access Management Regional Engineer. See below for contact information.

Thanks,

Aws Ezzat
Maryland Department of Transportation
State Highway Administration
Regional Engineer
Access Management
District 1
660 West Road
Salisbury, MD 21801
Office: 410-677-4048
Email: AEzzat@mdot.maryland.gov

Access Management Plan Submission Checklist

- ☐ North Arrow
- ☐ Location Map of 1"=2000'
- ☐ Plan dimension of 22" x 34"
- Scale of Drawing:**
 - ☐ Between 1" = 10' to 1" = 50'
 - ☐ 1" = 30' (preferred)
- ☐ Plans sealed and signed by a Professional Engineer (With PE Certification Note) or Professional Land Surveyor (as their licensing permits). This information must be shown on each sheet.
- ☐ Legend on the plan to indicate all symbols
- ☐ All plan revisions noted in the revision block and plan view, with date and symbol
- ☐ Type of existing roadway:
- ☐ Posted speed limit:
- ☐ Show and label existing and proposed right of way line and easements, include right of way plat numbers. Provide access control data (Right of Way line of Through Highway or Denial of Vehicular Access) if applicable.
- ☐ Show centerline of existing highway
- ☐ Show dimension of property in bearings and distances
- ☐ Show location and dimension of existing and proposed buildings, as indicated on the approved site plan
- ☐ Identify limit of work on plans
- ☐ Show elevations/contours existing and proposed
- ☐ Provide dimensions on all proposed improvements whenever typical section changes
- ☐ Identify lane assignments and widths
- ☐ Show limit of disturbance / top of cut / toe of fill
- ☐ Typical sections provided on plan showing existing and proposed conditions.
- ☐ Show all existing and relocated utility locations
- ☐ Show all existing entrances, public or private streets on adjacent properties and on opposite side of the roadway (this includes medians, crossover location, and median break if applicable)
- ☐ Show all existing & proposed curb and gutter/edge of paving
- ☐ Show all existing and proposed storm drain structures
- ☐ Show all ditches with flow directional arrows
- ☐ Roadside safety grading is 4:1 or flatter for appropriate distance
- ☐ Grading for curb backing is per AASHTO Roadside Design Guidelines
- ☐ Show all traffic signs, signal equipment and street lighting
- ☐ Show all existing and proposed traffic barrier (reference appropriate end treatment)
- ☐ Show all existing and proposed landscaping
- ☐ Show all topography
- ☐ Provide ADA compliant pedestrian ramps and sidewalk (5 FT Minimum Width)
- ☐ Provide pedestrian & ADA mobility during construction
- ☐ Reference appropriate SHA standard numbers on plan
- ☐ Show SHA paving specifications
- ☐ Clearly identify full depth paving, saw cuts, milling, overlays and wedge/leveling on typical sections and plan view
- ☐ Provide shoulder slope transitions

- ☐ Provide pavement core analysis (if applicable)
- ☐ Provide cross sections every 25'
- ☐ Historical, cultural and Archeological impacts (**check if "Yes"**)

Traffic Impact Study

- ☐ Required
- ☐ Not Required
- ☐ Submitted

Traffic Signal

- ☐ Existing
- ☐ Proposed
- ☐ Not applicable

Roundabout Analysis

- ☐ Required
- ☐ Not Required
- ☐ Submitted

- ☐ Streetscape or landscaping proposed (**check if "Yes"**)
- ☐ Structures: retaining walls, structure fills, supporting slopes, etc.
- ☐ All retaining walls are located outside SHA right-of-way
- ☐ Sight distance profile (Required on all projects)

Type of commercial entrance:

- ☐ Radius type
- ☐ Depressed type
- ☐ Full movement
- ☐ Directional
- ☐ One-way
- ☐ Stabilized construction entrance
- ☐ Other:

Type of Street Connection:

- ☐ Public
- ☐ Private
- ☐ Monumental

Frontage improvement:

- | | | |
|---|----------------------------|---|
| <input type="checkbox"/> Deceleration lane | <i>Length:</i> | <i>Width:</i> |
| <input type="checkbox"/> Acceleration lane | <i>Length:</i> | <i>Width:</i> |
| <input type="checkbox"/> Left turn lane | <i>Length:</i> | <i>Width:</i> |
| <input type="checkbox"/> By-pass lane | <i>Length:</i> | <i>Width:</i> |
| <input type="checkbox"/> Channelization type: | <input type="checkbox"/> A | <input type="checkbox"/> B <input type="checkbox"/> C |

Roadway improvement:

- ☐ Widening along a normal section
- ☐ Widening along super-elevated section
- ☐ Shifted centerline on travel lanes
- ☐ Typical closed section
- ☐ Typical open section



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

ZONING DIVISION
BUILDING DIVISION
DATA RESEARCH DIVISION

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>

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE MEETING

June 13, 2022

Frontier Town Expansion – Major site plan review

107 total proposed park unit sites with public pool and recreational areas. Located at 8428 Stephen Decatur Highway, Tax Map 33, Parcel 94, Tax District 10, C-2 General Commercial District, Sun TRS Frontier. LLC, owner / Davis Bowen & Friedel, Inc., engineer.

Prepared by: Stuart White, DRP Specialist

Contact: 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 \$300 made payable to "Worcester County."
 - b. Four (4) sets of complete construction plans (footing, foundation, framing, floor plan and building elevations (front, rear and sides)). The construction plans must be sealed by an architect and prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code.
 - c. Three (3) site plan sets once approved by the Technical Review Committee.
2. Once the permit is issued, the applicant must coordinate all necessary inspections with the respective Building/Housing/Zoning Inspector. The Department requires 24-hour notice for all inspections. The inspector may require special or additional inspections as needed.
3. In order to obtain a Certificate of Use and Occupancy, all of the necessary inspections must be completed and approved by the various inspection 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
§ZS1-318	Campgrounds
§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
§ZS1-323	Signs
§ZS1-325	Site Plan Review
§ZS1-326	Classification of Highways

*The proposed project is also subject to the *Design Guidelines and Standards for Commercial Uses* as revised and adopted on January 17, 2017. Under Section 2 of the Design Guidelines, the Planning Commission is able to grant a waiver to the requirements contained within, as long as the applicant can meet the provisions described. 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.

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

Basic Site Plan Corrections Required:

1. The proposed unit sizes exceed the 400 square foot limit. The max area does not include the porch, provided it is constructed as part of and on the same chassis as the park model unit.
2. Each unit is required to have quick disconnect utilities.
3. The campsites are not dimensioned. Please provide a site layout and a chart, with proposed area, width, depth, setbacks, etc. for the PC to approve. Campsites need to be demarcated with site #'s.
4. Please provide plans for the pavilion/ bath house, for review under the Design Guidelines and Standards. The entirety of the project is subject to the plan as well.
5. Please identify western edge dumpster location with # 15 to match the legend.
6. Please indicate areas of vegetation to be retained.
7. Please add "WB" to Abbreviations Legend.
8. **Note: This project cannot proceed for Planning Commission review until the Text Amendment regarding clustered parking becomes effective.**

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 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.

Design Guidelines and Standards for Commercial Uses: This property is located within the Seaside Architectural Tradition. **It is strongly recommended that the applicant review the Design Guidelines prior to preparing materials for 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 PROGRAMS
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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: March 11, 2020

TO: Applicant

FROM: Jenelle Gerthoffer, Natural Resources Administrator 

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 Natural Resources Administrator, Jenelle Gerthoffer, at (410) 632-1220, ext. 1147.

**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: July 7, 2022

SUBJECT: TRC Meeting – July 2022 – Roads and Water/Wastewater Comments

Site Plan Review

a) **Shorepoint Cottage Point**

- i. No comments from DPW Roads Division at this time.
- ii. Confirm that adequate EDUs have been assigned to the project
- iii. Please show a detail plan of how the existing 8" line will tie into the existing lateral that is referenced on the plans.
- iv. The 8" water main will need to extend to the northern end of the property frontage with a valve and blow off at the end of the main.
- v. A force main cleanout will need to be shown at the property line. Please also denote the limit of county maintenance at the cleanout.
- vi. Plans appear to show an incorrect existing water main sizing on the eastern side of MD Rt 611. Please revise accordingly.
- vii. Please reference a Neptune compound water meter at the meter pit.
- viii. A Detector check valve will be required on the 8" fire main in the area of the meter pit. Please also show the limit of County maintenance at the meter and check valve.
- ix. Standard details will be required for the compound meter, detector check valve, fire hydrant, and blow off.
- x. Please show the distance between the proposed hydrant along frontage and the next closest hydrant on the west side of MD Rt 611.
- xi. Please denote on the plans that private fire hydrants will need to be painted yellow. Any proposed County maintained hydrants along the frontage will need to be red.

b) **Frontier Town Expansion**

- i. No comments from DPW Roads Division at this time.
- ii. Confirm that adequate EDUs have been assigned to the project
- iii. Confirm adequate capacity at the receiving Worcester County Pump Station H.

c) **Arcola Towers**

- i. A driveway pipe may be required prior to the install of the construction entrance. This can be applied for at the time of building permit application.
- ii. No comments from DPW Water/Wastewater Division at this time.


cc: Kevin Lynch, Roads Superintendent
Gary Serman, W/WW Facilities Supervisor



Worcester County
Department of Environmental Programs
Natural Resources Division

Memorandum

To: Technical Review Committee

From: Jenelle Gerthoffer, Natural Resources Administrator 

Subject: Forest Conservation & Stormwater Management Review

Date: July 5, 2022

Date of Meeting: July 13, 2022

Project: Frontier Town Expansion

Location: 8428 Stephen Decatur Highway; Tax Map: 33; Parcel: 94

Owner/Developer: Sun TRS Frontier, LLC

Engineer: Davis, Bowen, Friedel Inc.

This project is subject to the Worcester County Forest Conservation Law. This property is subject to Forest Conservation Plan 17-01. It has been brought to this office's attention that the applicant intends to revise the existing Forest Conservation Plan to allow for the proposed cluster design. With this being said, the revised Forest Conservation Plan must be revised and approved prior to this project proceeding to the Planning Commission. All future plans must illustrate the Forest Conservation Area.

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.

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.



DEPARTMENT OF
ENVIRONMENTAL PROGRAMS

Worcester County

GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1306

SNOW HILL, MARYLAND 21863

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

MEMORANDUM

DATE: March 11, 2020

TO: Applicant

FROM: Jenelle Gerthoffer, Natural Resources Administrator 

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 Natural Resources Administrator, Jenelle Gerthoffer, at (410) 632-1220, ext. 1147.



GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1003

SNOW HILL, MARYLAND 21863-1194

TEL: 410-632-5666

FAX: 410-632-5664

TECHNICAL REVIEW COMMITTEE COMMENTS

PROJECT: Frontier Town Campground Expansion

TRC #: 2022326

LOCATION: Tax Map 33; Parcel 94

CONTACT: Sun TRS Frontier, LLC

MEETING DATE: July 13, 2022

**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 addition of 107 proposed park unit sites with public pool and recreational areas.

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. Emergency vehicle access. How do you plan on emergency vehicles accessing the proposed cabins? The proposed 8 foot golf cart paths providing access to the cabins is not sufficient for emergency vehicle access.
2. The proposed cabins shall be protected by an automatic sprinkler system in accordance with NFPA 13D, *Standard for the Installation of Sprinkler Systems in One and Two Family Dwellings and Manufactured Homes*. Plans shall be submitted and approved by this office prior to the installation of such system.
3. The plans show a 6 inch water main extending around the proposed expansion. Where does this water main originate? Coordinate the placement and location of the proposed fire hydrants with our office.
4. A complete set of construction plans shall be provided for review and comment prior to the start of construction.
5. No further comments at this time.



Worcester County

Department of Environmental Programs
Natural Resources Division

Memorandum

To: Worcester County Technical Review Committee

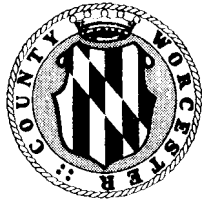
From: Joy S. Birch, Natural Resources Specialist III 

Subject: July 13, 2022 - Technical Review Committee Meeting

Date: June 17, 2022

- **Frontier Town Expansion - Major Site Plan Review**
107 total proposed park unit sites with public pool and recreational areas. Located at 8428 Stephen Decatur Highway, Tax Map 33, Parcel 94, Tax District 10, C-2 General Commercial District, SUN TRS Frontier, LLC, owner / Davis, Bowen & Friedel, Inc., engineer. This is located outside of the Atlantic Coastal and Chesapeake Bay Critical Area Program. **No Comment.**

Citizens and Government Working Together



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
Email: pmiller@co.worcester.md.us

Project: Frontier Town Expansion

Date: 7/13/2022

Tax Map: 33 Parcel: 94 Section: Lot: Block:

SITE SPECIFIC COMMENTS

1. Soils report required at time of permit application.
2. Architect sealed plans (Maryland) required for all buildings and structures, including gazebos and pedestrian bridge.
3. Current Codes: 2018 International Building Code
2018 International Residential Code
2018 International Energy Conservation Code
2018 International Mechanical Code
2017 NEC
Maryland Accessibility Code
2010 ADA Standards for Accessible Designs
4. ADA: Provide an accessible route to all amenities within this cluster of 107 units.
Provide a minimum of (7) accessible units with a minimum of (2) with roll-in showers.
The bath house, playground and pool to comply with minimum ADA standards.
5. Maryland Department of Health and Mental Hygiene approval required prior to issuance of building permit for pool and bath house.

There is not enough information provided at this time to provide additional comments. Additional information may be requested at time of plan review.



Worcester County
Department of Environmental Programs
Environmental Programs Division

Memorandum

To: Technical Review Committee (TRC) for July 13, 2022 Meeting

From: Environmental Programs Staff

Subject: **Major Site Plan: Frontier Town Expansion**
Tax Map: 33, Parcel: 94

Date: July 7, 2022

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. Environmental Programs requires a \$60 fee for any Technical Review Committee projects submitted on public water & sewer. This fee will need to be submitted prior to Signature Approval being given on this project.
2. Frontier Town was allocated 38 EDUs on June 7, 2022. The flow for the cabins (assuming we have typical small one bed cabins) is the same as the RV flow. That is 100 gallons/campsite per the flow resolution 19-37. The number of sites on the plan should not exceed 38 x 300 gpd/EDU or 11,400 gallons.
3. Building permits cannot be signed until all EDUs have been paid for.
4. The proposed pool could require an EDU, depending on the treatment unit for the backwash.
5. The use of the pool should only be for those utilizing the resort cabins/campers.
6. Commercial plumbing plans will need to be submitted for plan review with the building permit and \$125 review fee submitted. A plumbing permit will also need to be obtained for the interior work and a separate one for the site utility work. Gas permits will be needed as well, if utilized for this project.
7. Plumbing Code is the 2018 International Plumbing Code (IPC).
8. The Gas Code is the International Fuel Gas Code, 2018 Edition.

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DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

ZONING DIVISION
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ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE MEETING

June 13, 2022

Arcola Towers – Minor site plan review

Proposed new 50' x 50' fenced equipment compound, 150' tall monopole, access road, landscaping and power/telecommunication run. Located at the northeast corner of the intersection between Carey Road & Old Worcester Highway, Tax Map 20, Parcel 371, Tax District 03, A-1 Agricultural District, John Taylor Farms, LLC, owner / Entrex Communication Svcs., Inc., engineer.

Prepared by: Stuart White, DRP Specialist

Contact: 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 \$300 made payable to "Worcester County."
 - b. Four (4) sets of complete construction plans (footing, foundation, framing, floor plan and building elevations (front, rear and sides)). The construction plans must be sealed by an architect and prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code.
 - c. Three (3) site plan sets once approved by the Technical Review Committee.
2. Once the permit is issued, the applicant must coordinate all necessary inspections with the respective Building/Housing/Zoning Inspector. The Department requires 24-hour notice for all inspections. The inspector may require special or additional inspections as needed.
3. In order to obtain a Certificate of Use and Occupancy, all of the necessary inspections must be completed and approved by the various inspection 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:

§ZS1-201	A-1 Agricultural District
§ZS1-305	Lot Requirements Generally
§ZS1-306	Access to Structures
§ZS1-319	Access and Traffic Circulation Requirements
§ZS1-321	Off-Street Loading Spaces
§ZS1-322	Landscaping and Buffering Requirements
§ZS1-325	Site Plan Review
§ZS1-326	Classification of Highways
§ZS1-343	Antennas, Towers, and Telecommunication Uses

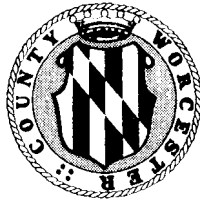
***Please provide a detailed listing of all site plan changes along with any resubmission.**

Basic Site Plan Corrections Required:

1. Please identify setback lines on site plan (Zoning building envelope).
2. Please provide details on Danger signage / gate locks.
3. Please indicate color scheme on monopole elevation sheet.
4. Please add note to site plan that any obsolete or unused towers and equipment will be removed at the owner's expense within 12 months of cessation of use per §ZS1-343(b)(2)(G).
5. Please provide all elements as required by §ZS1-343(b)(1).

Other Agency Approvals:

1. 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.
2. Written confirmation of approval from the Department of Public Works County Roads Division regarding the existing, proposed, or modified commercial entrances on all parcels shall be provided to the Department prior to granting signature approval.



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: Arcola Telecommunications Tower

Date: 7/13/2022

Tax Map: 20 Parcel: 371 Section: _____ Lot: _____ Block: _____

SITE SPECIFIC COMMENTS

1. Current Codes: 2018 International Building Code
 2018 International Energy Conservation Code
 2018 International Mechanical Code
 2017 National Electric Code (Currently)
2. Sealed drawings for tower design and construction plans (3 sets).
3. Building permit application along with antenna plans, generator specifications.
 Structural analysis will be required for all future carriers.
4. Third party inspector (special inspector/ engineering firm) information for tower
 erection, height verification and foundation.
5. Third party inspector (special inspector/ engineering firm) information for
 antennas, height verification of antennas and antenna mount.
6. Soils report required at time of building permit application.
7. A pre-construction meeting will be required before any work starts.


Please provide your design professional with a copy of these comments.



Worcester County
Department of Environmental Programs
Natural Resources Division

Memorandum

To: Worcester County Technical Review Committee

From: Joy S. Birch, Natural Resources Specialist III 

Subject: July 13, 2022 - Technical Review Committee Meeting

Date: June 17, 2022

- **Arcola Towers - Minor Site Plan Review**
Proposed new 50' x 50' fenced equipment compound, 150' tall monopole, access road, landscaping and power/telecommunication run. Located at the northeast corner of the intersection between Carey Road & Old Worcester Highway, Tax Map 20, Parcel 371, Tax District 03, A-1 Agricultural District, John Taylor Farms, LLC, owner / Entrex Communication SVCS., engineer. This is located outside of the Atlantic Coastal and Chesapeake Bay Critical Area Program. **No Comment.**



Worcester County
Department of Environmental Programs
Environmental Programs Division

Memorandum

To: Technical Review Committee (TRC) for July 13, 2022 Meeting

From: Environmental Programs Staff

Subject: Major Site Plan: Arcola Telecommunications Tower
Tax Map: 20, Parcel: 371

Date: July 7, 2022

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. Environmental Programs has no comments for this proposed project as there are no hindrances to water or sewage.

Citizens and Government Working Together



GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1003

SNOW HILL, MARYLAND 21863-1194

TEL: 410-632-5666

FAX: 410-632-5664

TECHNICAL REVIEW COMMITTEE COMMENTS

PROJECT: Arcola Tower Telecommunications Tower

TRC #: 2022327

LOCATION: Tax Map 20; Parcel 371

CONTACT: Marc Marzullo

MEETING DATE: July 15, 2022

COMMENTS BY: Matthew Owens

Chief Deputy 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 new 50' x 50' fenced equipment compound, 150' tall monopole, access road, landscaping and power/telecommunication run.

1. Coordinate 9-1-1 addressing with Worcester County Department of Emergency Services (410) 632-1311.
2. Provide adequate access for emergency response equipment.
3. No further comments.

**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: July 7, 2022

SUBJECT: TRC Meeting – July 2022 – Roads and Water/Wastewater Comments

Site Plan Review

a) **Shorepoint Cottage Point**

- i. No comments from DPW Roads Division at this time.
- ii. Confirm that adequate EDUs have been assigned to the project
- iii. Please show a detail plan of how the existing 8" line will tie into the existing lateral that is referenced on the plans.
- iv. The 8" water main will need to extend to the northern end of the property frontage with a valve and blow off at the end of the main.
- v. A force main cleanout will need to be shown at the property line. Please also denote the limit of county maintenance at the cleanout.
- vi. Plans appear to show an incorrect existing water main sizing on the eastern side of MD Rt 611. Please revise accordingly.
- vii. Please reference a Neptune compound water meter at the meter pit.
- viii. A Detector check valve will be required on the 8" fire main in the area of the meter pit. Please also show the limit of County maintenance at the meter and check valve.
- ix. Standard details will be required for the compound meter, detector check valve, fire hydrant, and blow off.
- x. Please show the distance between the proposed hydrant along frontage and the next closest hydrant on the west side of MD Rt 611.
- xi. Please denote on the plans that private fire hydrants will need to be painted yellow. Any proposed County maintained hydrants along the frontage will need to be red.

b) **Frontier Town Expansion**

- i. No comments from DPW Roads Division at this time.
- ii. Confirm that adequate EDUs have been assigned to the project
- iii. Confirm adequate capacity at the receiving Worcester County Pump Station H.

c) **Arcola Towers**

- i. A driveway pipe may be required prior to the install of the construction entrance. This can be applied for at the time of building permit application.
- ii. No comments from DPW Water/Wastewater Division at this time.

cc: Kevin Lynch, Roads Superintendent
Gary Serman, W/WW Facilities Supervisor



DEPARTMENT OF
ENVIRONMENTAL PROGRAMS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1306
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ADVISORY BOARD

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

MEMORANDUM

DATE: March 11, 2020

TO: Applicant

FROM: Jenelle Gerthoffer, Natural Resources Administrator 

SUBJECT: Stormwater/Sediment Erosion Control Plan/Permit

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

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

If you have any questions, please feel free to contact the Natural Resources Administrator, Jenelle Gerthoffer, at (410) 632-1220, ext. 1147.