

CITY OF ABERDEEN
PLANNING COMMISSION
MEETING MINUTES

Wednesday, December 11, 2019

A meeting of the Aberdeen Planning Commission was called to order at 7:00 p.m., December 11, 2019, in the Council Chambers by Chairman Schlottman.

MEMBERS PRESENT: Chairman Mark Schlottman, Commissioners Jim Baxendell, Dominique Edwards, Terri Preston, Michael Hiob

OTHERS PRESENT: Phyllis Grover, Director of Planning & Community Development
Councilwoman Sandy Landbeck, Council liaison
Taylor Whichard, City Engineer
Stefani Spector, Recording Secretary

Chairman Schlottman acknowledged the Board did not meet for the past two months and wished the staff and Planning Commissioners a happy holiday. Mr. Schlottman announced former Board member Jason Kolligs was newly elected to the City Council and congratulated both Councilman Kolligs and newly elected Councilman Adam Hiob. Mr. Schlottman recognized Mrs. Grover for her involvement in the 36th Annual Planning Commissioner's Conference, and the members of the Board (Dominique Edwards, Terri Preston, Michael Hiob) for their attendance, as well as John Landbeck for the organization of the Swan Harbor Tour. Mr. Schlottman stated both the tour of Swan Harbor and Frito-Lay was a highlight of the Conference, and the feedback from the attendees was very positive.

The minutes of the September 11, 2019 meeting were approved as presented.

AGENDA ITEMS:

1. **Review Revised Final Subdivision Plat for Aberdeen Corporate Park**

Location: Aberdeen Corporate Park (650 McHenry Road)
Representative: Dan Spiker, Morris & Ritchie Associates

Mr. Spiker with Morris & Ritchie Associates stated the Plat was revised to show the new footprint of the University of Maryland Upper Chesapeake Aberdeen Campus. The changes to the Plat include: the number of buildings to match the site plan; the Maryland State Highway Administration (SHA) Right of Way was revised to show a portion of the frontage sold to SHA and as the right in/right out; zoning to show B-3 and 35.35 acres; and the movement of a stormwater management easement. Mr. Spiker indicated SHA reviewed the plat and found it

acceptable. The final road striping plan and stormwater management and erosion control plan have been submitted to the City Engineer.

Mr. Schlottman asked Mr. Spiker why there were two sheets provided that were both labeled Plat; Mr. Spiker replied due to the size of the property, they had to split the Plat on two different sheets. Sheet number one indicates the forest conservation area and sheet number two shows the improvements and the stormwater management.

Mrs. Grover provided background on the property, stating the original plans were approved in 2010 for Aberdeen Corporate Park. Mrs. Grover indicated she received comments back from SHA, which were provided to the City Engineer and Morris & Ritchie Associates; the comments were minor and addressed by Morris & Ritchie Associates. The Harford County Department of Emergency Services (DES) could not be in attendance and did not provide comments on the revised Plat. The only comments from the Aberdeen Department of Planning and Community Development were to provide the signatures from the CEO.

Mr. Whichard said there are no comments from the Department of Public Works.

Mr. Hiob referenced the Plat and said under subdivision data sheets one and two, on sheet one, there are two lots listed and questioned where lot two was located; Mr. Spiker replied that lot two is a .4 acre residentially zoned piece that is against West Bel Air Avenue and did not change from the previous Plat. The land was split based on the zoning in 2010. Mr. Hiob asked if the lot was unimproved, to which Mr. Spiker replied it is unimproved. Mr. Hiob asked if the land identified in the Plat was the State Farm Insurance building; Mr. Spiker said he would have to investigate it. Mr. Hiob pointed out the owner listed on the Plat was MERRIT-AD, LLC and questioned if that was still correct. Mrs. Grover stated it should list the current owner; Mr. Spiker said he can update that to reflect the University of Maryland Upper Chesapeake.

Motion by Ms. Preston, seconded by Mr. Baxendell to approve the Aberdeen Corporate Park Revised Plat. Motion passed unanimously.

2. Review Preliminary Site Plan for Lots 2 and 2c Bevoir Partnership

Location: 502504 Pulaski Highway
Representative(s): Dudley Campbell, Bay State Land Services; Harold Beavers, Bevoir Partnership; Mitch Ensor, Bay State Land Services

Mr. Campbell with Bay State Land Services introduced himself as well as Mr. Beavers and Mr. Ensor. Mr. Campbell stated the address of the proposed one-story flex office building is 502504 Pulaski Highway with a B-3 zoning and consists of 4.85 acres. The project will utilize the existing highway entrances already constructed. Stormwater management will be on the peripheral of the project, as the 100-year flood plain is to the South running parallel with Route 40. In speaking with City staff, the concern that the project will be at the gateway of the City coming south from Pulaski Highway into the City was pointed out, and Mr. Beavers mandated the project have architectural features to accommodate. The site will be serviced by public water and sewer. Mr. Campbell stated he received comments from Mr. Whichard with the Department of Public Works and Mrs. Grover with the Department of Planning and Community

Development and have agreed to all comments.

Mr. Schlottman asked Mr. Beavers if he would like to address the Board with any comments.

Mr. Beavers stated he first started building in Aberdeen 20 years ago and is looking to extend the same services to smaller businesses that need between 2,500 to 3,000 square feet. Mrs. Grover asked Mr. Beavers to identify the properties that he currently owns; Mr. Beavers stated they own Hardees Industrial Park which includes 20 independent businesses, the largest being the roof center and other tenants such as Fastenal, Thompson Electric, Executive Coffee. In the 20 years since we started, the first building has been 100% occupied.

Mrs. Grover read the comments from the Harford County Department of Emergency Services (DES), stating the DES is requesting for all new or altered buildings with an automated sprinkler system or a supervised, automatic fire detection system, a Knox Box must be installed per NFPA 1, Part III, 3-6 which shall be keyed for the Aberdeen Volunteer Fire Company; if hydrants will be privately maintained, a hydrant shall be added on the property within 100 feet of the structure; recommend usage of non-combustible landscaping directly next to the buildings as traditional wooden-mulch increases likelihood of nuisance fires from outdoor smoking. Mrs. Grover said DES also described the requirements of the public safety radio communications inside the building and requests the size of the address numbers on the building. (Comments from DES are attached to the minutes)

Mrs. Grover mentioned this plan came before the Planning Commission eight years ago which the Commission and City Council did recommend approval and asked what has changed in the last eight years; Mr. Campbell said there was a problem with the economy and the flood plain. At the time FEMA came in and marked the entire site area in the 100-year flood plain. Since that time, FEMA revised the location of the flood plain.

Mrs. Grover said the comments from the Department of Planning and Community Development have been sent to Mr. Campbell. (Comments from the Department of Planning and Community Development are attached to the minutes)

Mr. Whichard read into the record the comments from the Department of Public Works (DPW), to wit: the proposed water line needs to be 8" instead of 6" for continuity; replace the proposed Cap & Blow with a fire hydrant and three (3) valves, since three (3) valves will be installed at the fire hydrant, only two (2) valves will need to be installed at the "T" entering the site; Add note on the plan that both the fire flow and domestic water services will be metered in the vault; have the private force main terminate into a privately owned and maintained manhole that gravity feeds into the existing manhole; add note on the plan stating that any fire flow tests conducted onsite will have to be coordinated with the City; All stormwater management facilities will need an easement for inspection purposes; add note that Forest Conservation requirements will be met. Mr. Campbell stated they have agreed to all comments from DPW. (Comments from DPW are attached to the minutes)

Mr. Hiob stated "stormwater" is listed as two words on number 18 and one word on number 26.

Motion by Mr. Hiob, seconded by Ms. Preston to approve the Preliminary Site Plan for Lots 2 and 2c. Motion passed unanimously.

3. Review Final Subdivision Plat and Preliminary Site Plan for 998 Hospitality Way and 999 Beards Hill Road

Location: 998 Beards Hill Road and 999 Beards Hill Road

Representative(s): Dudley Campbell, Bay State Land Services; Mitch Ensor, Bay State Land Services

Mr. Dudley Campbell suggested to the Planning Commission to review the Preliminary Site Plan before the Final Plat. Mr. Campbell stated the project is mainly housekeeping regarding property lines and pointed out the location of the McDonalds and the Beards Hill Professional Building on the Site Plan. The Site Plan does not include any construction or disturbance; Mr. Lozinak owned both the McDonalds and the Beards Hill Professional Building and had shared parking. Since that time Mr. Lozinak sold the McDonalds to McDonalds Corporation, but has retained ownership of the Beards Hill Professional Building. Mr. Campbell referenced the Site Plan and said there was a former lot line where the McDonalds utilized a portion of the Professional Building. When McDonalds Corporation purchased the store, they wanted to own their own parking as well, which is demonstrated in this Site Plan. In working with Mrs. Grover, we have looked at the uses in the Professional Building and the parking requirements for the McDonalds to apply the current parking criteria. There has been adequate parking added for each facility to meet the requirements. We will need cross easements for maintenance, ingress/egress in a cooperation between McDonalds and the Professional Building, which we have agreed to. Mr. Campbell repeated the Plat and the Site Plan are to ensure the appropriate parking for the McDonalds and the Professional Building. Mr. Campbell received the comments from the Department of Planning and Community Development and agreed to those comments. Department of Public Works did not have any comments since there were no changes in terms of utilities.

Mr. Schlottman summarized the Site Plan and Plat, stating one property has been cut into two separate properties independent of each other which also creates independent parking that meets the requirements for each use. Mr. Schlottman questioned if the agreements have been signed for easements on maintenance and ingress/egress; Mr. Campbell replied that is correct and have been submitted to the City for their review. Mr. Schlottman said the Board has asked for this in the past when there is shared parking.

Mrs. Grover stated she has two letters from the Harford County Health Department which were both sent to Mr. Campbell. Mrs. Grover said the Harford County Department of Emergency Services did not comment. The biggest issue for the Department of Planning and Community Development was the parking arrangement, but they have accommodated that concern and comments were addressed.

Ms. Edwards asked if there will be any parking designations to distinguish between each entity; Mr. Campbell said there will not be any parking designation and that no one will get a fine for cross parking. Mr. Campbell said they found the bulk of McDonalds utilization is drive-thru. Ms. Edwards said the parking lot does get full and parking is an issue at times. Mrs. Grover said people may forget that there is parking in the back and street parking on Hospitality Way. Ms. Edwards said she had a concern that there will not be indication of parking for each entity; Mr. Campbell replied that the parking is working now and nothing has changed in terms of services or growth.

Mr. Hiob commented on the Plat, stating it reads "Right of Ways" but should say "Rights of Way"

Mr. Schlottman asked the Commissioners to vote on the Site Plan and Plat, starting with the Site Plan.

Motion by Mr. Hiob, seconded by Ms. Preston to approve the Preliminary Site Plan for 999 Beards Hill Road and 998 Hospitality Way. Motion Passed Unanimously

Motion by Ms. Preston, seconded by Mr. Baxendell to approve the Final Plat for 999 Beards Hill Road and 998 Hospitality Way. Motion Passed Unanimously

4. Review Preliminary Site Plan for Mountain Christian Church at Aberdeen Shopping Center

Location: Aberdeen Shopping Plaza

Representative(s): Mark Thompson, Architect Services; David Taylor, Mark Thompson & Associates; Pastor Ben Cachiaras, Mountain Christian Church; Jared Fox, Mountain Christian Church

Mr. Thompson introduced Mr. Taylor and said Mr. Taylor designed the Preliminary Site Plan and will discuss the project with the Board. Mr. Taylor stated the property is 17.5 acres, zoned B-3. This property is an older building and was challenging to pull available records, but they worked with Mr. Whichard to review available records. They have received comments from Mrs. Grover and Mr. Whichard which are incorporated into the Plan. Mountain Christian Church will have two phases of construction, phase I will modify a portion of the existing 14,000 square foot building and phase II is an addition of a little over 10,000 square feet. The Department of Planning and Community Development asked for improvements on the parking site since it is an older development and confusing to navigate. In working with Mrs. Grover, we revised the center drive aisle that ties into the entrance and will be restriped with darker line work and a new entrance. The pavement is coming out in phase II, and a micro-bioretenention facility to handle the new construction. We determined the existing fire service that ties into a portion of the building and currently working with Mr. Whichard to upgrade the fire service with a larger domestic and

additional mechanical items to have it metered.

Mrs. Grover said it has been a pleasure to work with the architect and engineer with Mountain Christian Church, and Mr. Taylor has addressed a lot of my concerns. Mrs. Grover stated she frequently shops at the Aberdeen Shopping Center and understands the difficulty of navigating the parking lot. I have asked the architect and engineer to work with the owner of the property to restripe and add landscaping as part of the forest conservation plan. They have met all comments and fixed typo errors, and I am happy to see this plan moving forward as a good reuse of the building.

Mrs. Grover read into the record that Maryland State Highway Administration (SHA) did not comment on the site plan and will forward the letter to Mr. Taylor. The Harford County Department of Emergency Services (DES) did provide comments, which were mostly about the Knox Box. The Harford County Health Department did not have any comments. (All comments provided are attached to the minutes).

Mr. Whichard spoke on behalf of the Department of Public Works (DPW) and stated Mr. Taylor had addressed most comments. Mr. Whichard read into the record the outstanding issues, to wit: the City will require an easement around the stormwater facility, easement around the meter wall for maintenance to the meter; provide the water usage calculation; show the existing road usage and right-of-way widths for West Bel Air Avenue and Northeast Road. (All comments provided by DPW are attached to the minutes).

Ms. Preston asked if the second phase will connect the existing building and the new construction; Mr. Thompson said the new construction will add onto the existing building and will be one building when complete. Ms. Preston asked if the existing building will be in use before construction completion; Mr. Taylor replied that the existing building is under construction now, and Phase II will start immediately following approvals.

Mr. Schlottman asked what will occupy the building; Mr. Thompson said the building will be for church functions, and asked Mr. Schlottman if he was familiar with the Epicenter; Mr. Schlottman said he was somewhat familiar but asked to explain what the Epicenter was. Mr. Thompson said the Epicenter functions as a community center and the expansion itself will be the main worship auditorium and function as a basketball court as well. Mr. Schlottman asked Mr. Thompson if the new building will be for church services; Mr. Thompson said the expansion will be both for church services and the basketball court. The existing building will feature some church offices, a gathering area, as well as the Epicenter facility. Mr. Thompson showed the Board the design rendering of the building with the expansion and explained the expansion will have a similar architectural design to make it feel like it is part of the original design.

Mrs. Grover said some of the Pastors with Mountain Christian Church are present in the audience and asked if they wanted to say a few words.

Pastor Ben Cachiaras introduced himself and Pastor Jared Fox with Mountain Christian Church. Pastor Cachiaras stated they were excited about Aberdeen and being in Harford County. This represents a fifth campus for the church and the other campuses are flourishing. This one will also house an Epicenter which is a 501(c)(3) organization. The new expanded area will have a gym which will be used by the community during the week and utilized by the church on the weekends.

Mr. Hiob asked Pastor Cachiaras how and when would the community have access the basketball court; Pastor Cachiaras said the Epicenter will oversee all activity and manage the programming, but there are gaps where there will not be programming and available for the community to use. There are certain times of day where it would be tied up, but in the Edgewood facility there are open slots where the community could make an application for use. Mr. Hiob stated it would not be accessible if a resident walked in and wanted to use it; Pastor Cachiaras said it is programmed and some of the activities have fees associated with them.

Motion by Ms. Preston, seconded by Mr. Baxendell to approve the Preliminary Site Plan for the Mountain Christian Church at the Aberdeen Shopping Center. Motion passed Unanimously.

Mr. Schlottman said before the Board moved into the final two business items, he asked Councilman Robert Wagner to say a few words. Councilman Wagner said he came down for the presentation to see what Mountain Christian Church presented. As a member of the Route 40 Corridor Revitalization group, he thinks the initiative at the Epicenter is the impetus to raise things in the neighborhood. Councilman Wagner expressed his support for the Plan and looks forward to having them in the Shopping Center.

5. Discuss the final version of the I-95 Land Use Study by Matrix Design Group

Mrs. Grover provided background on the I-95 Land Use Study, stating in December of 2018, the City Manager and I presented the City Council a request to study the I-95 area, as well as Planning Area 10- Gilbert and Planning Area 11- Long Heat. The City Council wanted the City to pursue a Request for Proposal (RFP) and hire a consultant to look at planning for that area in more detail than what is provided in the Comprehensive Plan. The City had five responses to the RFP and a budget of \$70,000, which Matrix Design Group was under budget and had experience with planning studies, land use, and a technical background on economic development, planning, land use, etc. The Council approved their RFP and in February a contract was awarded to them. In April of 2019, they started data collection which Ms. Spector and Mrs. Upadhyay provided information. There was a kick-off meeting, and during the month of April we held five public workshops. With the five workshops held, the Planning Commission, Economic Development Commission, and the City Council were invited to participate, as well as the staff from DPW and the general public. There was not a great turnout for the public workshops, and most participation was garnered from non-Aberdeen residents. The comments were mainly from Harford County residents, but part of the scope of work was to gather the public input. We have not done a planning study in the last 20 years, and I think the outcome of this study was a fair land use study. They did follow the scope of work and provided comments that included the

suggestions from the City staff, Economic Development Commission, Planning Commission, and City Council. One of the major contributors to the study had health issues so there was a lag in time of the completion of the study and was completed in October with all 142 comments incorporated. I look at this study like the TOD master plan, it is a guide for future development. There are items that may not be realistic, but some of the design guidelines and marketing information is useful. I am looking for this Board to make a recommendation on it, knowing they did incorporate all final comments into the final study. I will present it to the Mayor and Council in January and ask for a Resolution to adopt the study.

Mr. Hiob pointed out that Planning Area 9-Stepney has a lot of development going on, which may impact these two planning areas.

Mr. Schlottman said there were some far-off ideas, but it did follow the comprehensive plan closely. Mr. Schlottman also thanked the Planning Commissioners for their participation in the public workshop and providing comments.

Mrs. Grover said we did ask for alternative uses of the Stadium to be included in the study.

Mr. Schlottman asked the Board for their opinion on making a recommendation to the City Council to adopt the Land Use Study. Mr. Schlottman said we can look at this again at a future meeting, but the Council is looking for a recommendation by January. Mr. Schlottman said if the Board did decide to hold off on a recommendation, he would like a special meeting in January with only the Land Use Study on the Agenda.

Ms. Preston asked what the repercussions of not approving the Land Use Study were if the study were not adopted; Mr. Schlottman said that would be rare, there is a lot of useful information in the study.

Mrs. Grover said connectivity was mentioned in the Land Use Study and that is something we would want to adopt.

Ms. Preston asked if the adoption was all or nothing; Mrs. Grover replied yes.

Mr. Schlottman said the Study conveys implementation strategies which sums up the purpose of the study. If we recommend adopting this as a Resolution, the Mayor and Council can reject the Resolution.

Ms. Edwards asked what adopting as a Resolution meant; Mrs. Grover said the Resolution means the Commission is recognizing the importance of the document. Ms. Edwards asked if that meant we agree with the Study; Mr. Schlottman said it is more the concept that the Board read and understood the Study and recommending it as a tool. Mrs. Grover said it is not a law, but we support the study as a tool and a guide.

Mr. Hiob said he felt comfortable voting on the Study tonight and did compare the list of comments to the final study and found all comments seemed to be incorporated into the Study. Mr. Hiob pointed out the Study recommended to only supply water and sewer to annexed land in the City limits. However, we provide water and sewer to the areas of Technology Drive that

are not in the City limits. Mr. Schlottman said if we adopt this, we have it in writing saying we should this, to which Mr. Hiob said it is a recommendation and a guide.

Motion by Mr. Hiob, seconded by Mr. Baxendell to recommend adopting a Resolution for the I-95 Area Land Use Study. The motion passed unanimously.

6. Review the 2011 Aberdeen Comprehensive Plan Updates for Chapter 2

Mrs. Grover said she did not receive comments back from the Commissioners regarding Chapter 2. Mrs. Edwards said she did read it, but did not have time to send the comments, as did Mr. Hiob. Mrs. Grover said Chapter 2 is an important part of the Comp Plan because these are the goals and objectives of the Plan. If the goals and objectives are outdated, we need to remove them, but was pleased to see a lot of the objectives have been completed.

Ms. Edwards referenced page 2-2 and asked what well-planned commercial development meant; Mrs. Grover said she was thinking of Columbia, Maryland where the commercial development is heavily buffered.

Ms. Edwards said on page 2-4, the first paragraph on the page is about the IBD, and during this Comprehensive Plan update, should we look at other parts of the City to zone IBD; Mrs. Grover asked if Ms. Edwards wanted to look at the IBD zoning for other areas of the City, to which Ms. Edwards said yes. Mrs. Grover asked if she looked at the Table of Uses for the IBD zoning, and Ms. Edwards said it gives a lot of flexibility, and with the changes along MD 22 and the hospital, how are we laying out the City.

Mrs. Grover asked Ms. Edwards to go back to the well-planned discussion. Mrs. Grover said the TOD, which is a form-based code differs from the traditional zoning that allows different uses such as a restaurant or automotive store to locate anywhere in the zoning district because those uses are permitted. A well-planned community like Columbia or Gaithersburg have Planned Unit Developments that are well thought out and have a variety of housing units. Well planned and heavily buffered means to buffer objectional uses such as the highway but plan where the commercial and mixed-uses will be located. Dominique asked how we get that when it is piecemeal development; Mrs. Grover said it is hard dealing with existing buildings versus new development.

Ms. Edwards discussed page 2-4 and proposed the first paragraph should be a broad description of an overlay district and should then get into the specific overlay districts in Aberdeen. Ms. Edwards asked Mrs. Grover how many overlay districts are in Aberdeen; Mrs. Grover said this is the same language as the Development Code and believes there are three overlay districts within the City.

Ms. Edwards commented on page 2-6 and asked if the Maryland Main Street Program should be defined; Mrs. Grover said by the time this is adopted we will no longer be an affiliate of the program, but she can put a footnote describing the program.

Ms. Preston asked Mrs. Grover what the Aberdeen BRAC Revitalization Incentive Zone was; Mrs. Grover stated the BRAC Revitalization Incentive Zone was designated 10 years ago from

the State but is no longer being funded. The designation is still in place, but there is no longer funding. Development that occurred in the BRAC Zone provided money back to the City for the construction of public infrastructure.

Ms. Edwards asked about the insert page 2-8 regarding Annexations and reverting to City zoning, Mrs. Grover replied saying both the land use and the zoning must be consistent, if not the County can put the Annexation into a five-year moratorium. The Annexation Petitioner must go to the County Council and ask for a five-year waiver.

Ms. Edwards asked what Table 2-2 on page 2-10 was representing; Mrs. Grover said the table shows how much undeveloped land is left in each zoning district.

Mr. Hiob asked Mrs. Grover where zoning district B-1 was located on the zoning map; Mrs. Grover said it is by Hillsdale Elementary and Aberdeen Bible Church and is the only B-1 in the City.

Ms. Preston asked why Table 2-1 was incomplete; Mrs. Grover said Mr. Jones is still in the process of finishing that information. 2-1 and 2-2 are finished, but they are not incorporated yet. Ms. Preston said these are helpful tables; Mrs. Grover said they are, and we are going through the SDAT and tax bill to verify and make sure it is accurate. Ms. Preston asked if these will be updated, and Mrs. Grover said every 10 years we update the Comprehensive Plan. Mr. Schlottman said this is a good point, we can update this table and amend the Comprehensive Plan. Mrs. Grover said the amount of developable land is dwindling, so our options are going to be redevelopment or urban infill.

Ms. Edwards asked how often the Goals and Objectives are updated; Mrs. Grover said the Comprehensive Plan was updated every six years, but now is updated every 10 years. These Goals and Objectives were adopted in 2011.

Mrs. Grover asked the Commissioners to think about recreation and open space and to consider adding a recommendation for an activity center. Mrs. Grover said a goal could be to support Harford County in the funding of an Aberdeen Activity Center.

Mr. Hiob asked about goals and objectives on page 2-19, and said the language was too restrictive, specifically referencing one subdivision that had a playground because of the requirement and became a safety hazard. Mrs. Grover said she thought the subdivision still had a playground; Mr. Hiob said it is no longer there. Ms. Edwards said it is a dog walking area. Mrs. Grover asked Mr. Hiob to reword that sentence and send it out. Mrs. Grover recommended to strike the specific language and put amenities.

Mr. Hiob asked about the construction of Rock Glenn Park; Mrs. Grover said she has applied for a grant through the Department of Natural Resources for \$400,000 because the County said they would fund \$800,000 of improvements if we could come up with the additional \$400,000. They would not apply the \$800,000 to the Activity Center because the County purchased the land for \$2 million and spent an additional \$100,000 on engineering services.

Ms. Edwards stated on Page 2-21, one of the objectives sounds like a fact. Mrs. Grover described

what an objective was, to which Ms. Spector suggested rephrasing the sentence to make it sound like an objective.

Mr. Schlottman inquired about residential property maintenance; Mrs. Grover said we do not have the International Property Maintenance Code, but have an Environmental Ordinance which covers trash, trees, vegetation, untagged cars, but it is not as comprehensive as the International Property Maintenance Code. Mr. Schlottman said he is in favor of adopting the International Property Maintenance, but this would be adding a layer of bureaucracy to enforce that. Mrs. Grover said there are also a lot of elderly residents in Aberdeen, and they may not have the means to make the repairs, but there are many Cities that have adopted the International Property Maintenance Code. Ms. Preston said we can pull in service-oriented clubs that can help with the disadvantaged property owners. Mr. Schlottman said there are opportunities for charities in the community to get involved and have programs to assist in matters such as these, but not many people take advantage of it and the programs need to be more well known. Mr. Schlottman added it is a partnership between the City and the non-profits. Ms. Preston said it is easy to pass judgement on someone, but you don't know what that person's circumstances are, and if this were to be implemented, it is important to have those charities and non-profits on board.

Mr. Hiob said when he was on the Council there was a property maintenance ordinance brought to the Council but was not codified. That was a different Mayor and Council. Ms. Preston said things need to be tried again. Mr. Hiob suggested to bring it up again and do research on the issues that are the biggest stumbling blocks.

Ms. Edwards said one of the objectives on page 2-24 sounded like an action. Mrs. Grover said the City was giving LEED Tax Credits when that objective was developed and was not sure if a LEED Tax Credit still existed.

Mr. Hiob questioned the objective on page 2-21, asking if the first objective to support the University of Maryland Upper Chesapeake should still be in the Comprehensive Plan since they have purchased the building. Mrs. Grover said we would like to promote the fact that they are going to have professional offices on their campus, and part of our job is to promote that use.

Mr. Hiob commented on page 2-23, stating the design element could also include trees, landscaping, and lighting, and referenced Havre de Grace's tree lighting. Mrs. Grover said Festival Park used to have tree lighting, but there were concerns with squirrels eating the lighting.

Mr. Hartman of 226 Paradise Road stated he approached the City Manager and Mayor and Council about getting rid of the poles and wire in the downtown. Underground utilities would open the sidewalks. Mr. Hartman also commented on the Stormwater Management sessions and said rain gardens with different size vegetation should be regulated as far as the height of the vegetation. Mr. Hiob said there was a program called right tree, right place which removed trees in residential areas that interfered with the power lines and replaced them with the right type of tree that did not grow into the utilities. Mr. Hartman also commented on the downtown parking, stating currently there are not handicapped accessible parking spaces, specifically referencing the lack of handicapped parking in front of the post office. Mr. Hiob questioned the lack of handicapped parking, to which Mrs. Grover said it is true.

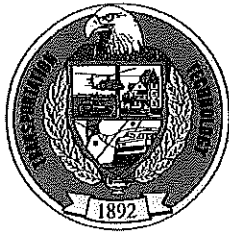
Mr. Hiob commented on page 2-23 under environment number 7, goal A, the sentence starting with “habitats” should be moved up after the “and”

There being no further business or public comment, the meeting was adjourned at 9:19pm.

Planning Commission Chairman

Recording Secretary

Date of Approval



CITY OF ABERDEEN

December 11, 2019

Bay State Land Services
Attn: Ryan Langrehr
2012 Rock Spring Rd, Suite D
Forest Hill, MD 20150

RE: DPW Review Comments of Bevoir Partnership Preliminary Site Plan

Mr. Langrehr,

Below is a list of comments that the City's DPW would like to see addressed on the Preliminary Site Plan for Bevoir Partnerships:

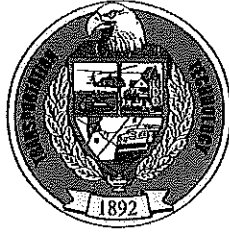
1. The proposed water line needs to be 8" instead of 6" for continuity.
2. Replace the proposed Cap & Blow with a fire hydrant and three (3) valves.
3. Since three (3) valves will be installed at the fire hydrant, only two (2) valves will need to be installed at the "T" entering the site.
4. Add note on the plan that both the fire flow and domestic water services will be metered in the vault.
5. Have the private force main terminate into a privately owned and maintained manhole that gravity feeds into the existing manhole.
6. Add note on the plan stating that any fire flow tests conducted onsite will have to be coordinated with the City.
7. All SWM Facilities will need an easement for inspection purposes.
8. Add note that Forest Conservation requirements will be met.

If you have any questions, concerns or would like to discuss these comments please feel free to contact me at (410) 272-1600 ext. 222.

Regards,

Taylor Whichard
City Engineer

Cc: Phyllis Grover, Director of Planning & Community Development.



CITY OF ABERDEEN

December 11, 2019

Mr. Dudley Campbell
Bay State Land Services, Inc.
P.O. Box 853
Bel Air, Maryland 21014

RE: Preliminary Site Plan for Bevoir Partnership, 502-504 Pulaski Highway

Dear Mr. Campbell:

I have reviewed the preliminary site plan for Bevoir Partnership and offer the following comments for consideration and incorporation. The comments will be addressed at the Planning Commission meeting:

- 1) Add a note addressing the forest conservation requirements for the site. Refer to the Code of the City of Aberdeen, Chapter 280 – Forest Conservation. I would suggest reviewing §280-13 C. Street trees are a permissible step in the priority sequence for afforestation or reforestation.
- 2) Change notes 16 and 17 consider combining the notes. Refer to the Code of the City of Aberdeen, Chapter 235 – Development Code, §30. Landscaping, outdoor lighting and buffer yards.

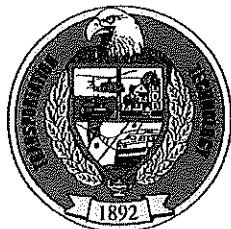
If you have any questions or concerns, please do not hesitate to contact my office at 410-272-1600 ext. 216.

Sincerely,

PHYLLIS G. GROVER

Director of Planning and Community Development

Cc: Taylor Whichard, City Engineer



CITY OF ABERDEEN

December 5, 2019

Thompson & Associates
Attn: Joe Thompson
402 Hickory Ave
Bel Air, MD 21014

RE: DPW Review Comments of Mountain Christian Church Preliminary Site Plan

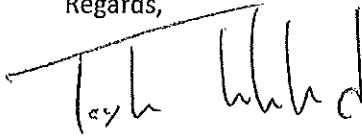
Mr. Thompson,

Below are a list of comments that the City's DPW would like to see addressed on the Preliminary Site Plan for Mountain Christian Church:

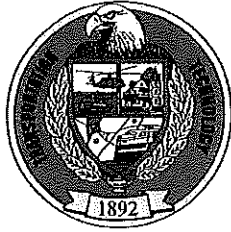
1. Note #12 in Site Data should say "City shall provide access to public water and sewer at owner/developers expense".
2. Note #4 should say "Any existing water and sewer to be abandoned, shall be properly abandoned as per Harford County Code and Specifications"
3. Add Owner's name, address and signature block.
4. Add Contract Purchaser/Developer's name, address and signature block.
5. Add Engineer's name, address, and signature block.
6. Plan needs to be signed, and sealed by Engineer.
7. Add Election District to Plan.
8. Add note stating the site is or is not within a floodplain.
9. If applicable please add soil types on plan. They are shown in the legend but not on the site.
10. Show existing stop signs at points of ingress/egress at Bel Air and Northeast.
11. The City will need an easement around SWM facility for access to inspect for compliance.
12. The City will need an easement around the meter vault for maintenance of water meters.
13. Show all existing fire hydrants on the site.
14. Show the water usage calculations on the plan.
15. Show existing road widths and right-of-way widths of West Bel Air & Northeast Rd.
16. Show location of sewer connection and cleanout(s).

If you have any questions or concerns or would like to discuss these comments, please feel free to contact me at (410) 272-1600 ext. 222.

Regards,

A handwritten signature in black ink, appearing to read "Taylor Whichard". The signature is written in a cursive style with a long horizontal line extending from the top left of the first letter.

Taylor Whichard
City Engineer



CITY OF ABERDEEN

December 11, 2019

Mr. Dudley Campbell
Bay State Land Services, Inc.
P.O. Box 853
Bel Air, Maryland 21014

RE: Preliminary Site Plan for 999 Beards Hill Road and 998 Hospitality Way
Final Subdivision Plat for 999 Beards Hill Road and 998 Hospitality Way

Dear Mr. Campbell:

I have reviewed the preliminary site plan and final subdivision plat for the above referenced parcels and offer the following comments for consideration and incorporation. The comments will be addressed at the Planning Commission meeting:

- 1) Under the notes and referenced on the preliminary site plan and final plat - confirm the ownership names, corporate names, and addresses as noted on the MD SDAT.
- 2) Provide a purpose for the subdivision on the plat.
- 3) Review and delete the first note regarding the approval of driveway entrance for construction if it is not necessary.
- 4) The owner's/developer's will have to provide the City with a copy of their executed parking agreement that is recorded in the Land Records of Harford County.

If you have any questions or concerns, please do not hesitate to contact my office at 410-272-1600 ext. 216.

Sincerely,

PHYLLIS G. GROVER

Director of Planning and Community Development

Cc: Taylor Whichard, City Engineer