



COUNCIL MEETING AGENDA

July 1, 2019

7:00 p.m.

Public Hearing: Ordinance 1022

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAVRE DE GRACE PURSUANT TO THE AUTHORITY PROVIDED BY THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33 AND 34 AMENDING THE CITY CODE CHAPTER 205: ZONING, ARTICLE II, SECTION 205-13, ENTITLED "DEFINITIONS" BY MODIFYING THE DEFINITION OF MUSEUM AND DEFINING WHERE SUCH USES ARE PERMITTED.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Opening Prayer:** Pastor Norman Obenshain- United Methodist Church
5. **Approval of the Minutes:**
 - A. Council Meeting Minutes- June 17, 2019
6. **Comments from Citizens on Agenda Items:**
7. **Recognitions:**
 - A. Havre de Grace Police Department Promotions
 1. Sgt. Jonathan Sova
 2. Sgt. Brian Daniels
 3. Sgt. Daniel Petz
 4. Cpl. Jeremy Lathroum
 5. Cpl. Philip Goertz
 6. Cpl. Anthony Molesky
 7. Cpl. Bertram Brown
8. **Presentations:** None
9. **Appointments:**
 - A. Kevin Purcell: Historic Preservation Commission (CM Zinner)
10. **Oath of Office:** (Administered by Mayor Martin)
 - A. Kevin Purcell- Historic Preservation Commission
11. **Resolutions:** None

12. Ordinances:

A. Ordinance 1020- Second Reading and Adoption (CM Ringsaker)

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAVRE DE GRACE PURSUANT TO THE AUTHORITY PROVIDED BY THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33 AND 34 AMENDING THE CITY CODE CHAPTER 205: ZONING, ARTICLE I, GENERAL PROVISIONS, SECTION 205-11, ENTITLED "PERFORMANCE STANDARDS" BY REVISING THE TRAFFIC STANDARDS.

13. Old Business: None

14. New Business:

- A. 700 Market St.- Lease Agreement (CM Ringsaker)
- B. 615 S. Union Ave- Lease Agreement (CM Ringsaker)

15. Directors Report:

- A. Mr. Patrick Sypolt: Director of Administration
- B. Mr. Shane Grimm: Deputy Director of Planning
- C. Mrs. Erika Quesenbery Sturgill: Director of Economic Development
- D. Mr. George DeHority: Director of Finance
- E. Mr. Tim Whittie- Director of Public Works
- F. Chief Teresa Walter: Chief of Police

16. Business from Mayor Martin

17. Business from Council:

- A. Council Member Martin
- B. Council Member Robertson
- C. Council Member Zinner
- D. Council Member Tomarchio
- E. Council Member Ringsaker

18. Business from Council President Glenn

19. Comments from Citizens

20. Adjournment



City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078

410- 939-1800

WWW.HAVREDEGRACEMD.COM

NARRATIVE:

May 6, 2019

This Ordinance redefines where a Museum may be located, and is specifically written for the building at 555 Alliance Street.

The original structure was constructed as a school. In recent years the 555 Alliance Street was converted to a professional office building which was a permitted use in that district (RO).

Now that the Community Projects of Havre de Grace, Inc., has purchased the building and the intended use will soon be a Museum dedicated to *“celebrate the students, faculty and community leaders who endeavored to obtain quality education for African American children in Harford County.”*

With the purchase of the property and its new intended use, the Mayor and City Council will need to modify the definition of “MUSEUM” to allow certain buildings, places or institutions to be classified as a museum when their primary purpose is to commemorate the unique and historic significance of a property and shall allow such properties to be a permitted use in all zoning districts.

The suggested amendment to the definition portion of the ordinance will allow ...

“A building, place, or institution devoted to the acquisition, conservation, study, exhibition, and education interpretation of objects having scientific, cultural historical, or artistic value and its primary purpose and operation is to commemorate the unique and historic significance of the property upon which it is situated, shall be a permitted use in all zoning districts.

This amendment was authored by Shane Grimm and approved by the City Attorney; I would like to request introduction at the June 3, 2019 Council Meeting.

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ORDINANCE NO. 1022

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAVRE DE GRACE PURSUANT TO THE AUTHORITY PROVIDED BY THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33 AND 34 AMENDING THE CITY CODE CHAPTER 205: ZONING, ARTICLE II, SECTION 205-13, ENTITLED "DEFINITIONS" BY MODIFYING THE DEFINITION OF MUSEUM AND DEFINING WHERE SUCH USES ARE PERMITTED.

WHEREAS, the Mayor and City Council desire to modify the definition of "MUSEUM" to allow certain buildings, places or institutions to be classified as a museum when their primary purpose is to commemorate the unique and historic significance of a property; and

WHEREAS, the Mayor and City Council have determined that buildings, places or institutions meeting the definition of MUSUEM shall be a permitted use in all zoning districts.

NOW THEREFORE, BE IT ORDAINED, AS FOLLOWS:

1. Article, II Section 205-13, entitled "Definitions", shall be amended as follows, with words shown **bold underlined** to be added and those shown [~~bracketed with strikeout~~] to be deleted;

MUSEUM

A building, place, or institution devoted to the acquisition, conservation, study, exhibition, and education interpretation of objects having scientific, cultural historical, or artistic value[-] , **and its primary purpose and operation is to commemorate the unique and historic significance of the property upon which it is situated, shall be a permitted use in all zoning districts.**

2. The remainder of "Code Chapter 205: Zoning" shall be unchanged.

In accordance with the provisions of Title 21 Section 21.04.020, and Zoning Code text amendments shall become effective on the date of approval by the City Council after the second reading, except that if the date of City Council approval is less than ten days after the close of the City Council's public hearing on these Zoning Code amendments, the effective date of the amendment shall be ten days after the close of the public hearing on the Zoning Code amendments.

47 ATTEST:

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52 _____
53 PATRICK D. SYPOLT
54 DIRECTOR OF ADMINISTRATION

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

WILLIAM T. MARTIN, MAYOR

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55 First Reading: 6/3/19

56 Public Hearing: 6/17/19

57 Second Reading/Adoption: 7/1/19

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June 17, 2019

Ordinance 1020

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAVRE DE GRACE PURSUANT TO THE AUTHORITY PROVIDED BY THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33 AND 34 AMENDING THE CITY CODE CHAPTER 205: ZONING, ARTICLE I, GENERAL PROVISIONS, SECTION 205-11, ENTITLED "PERFORMANCE STANDARDS" BY REVISING THE TRAFFIC STANDARDS.

Mr. J.W. Walker- Chairman of Street and Traffic Safety Advisory Board- spoke on behalf of the Advisory Board, proffered a few amendments made by the advisory board.

The public hearing is closed 7:04

The regular meeting of the Mayor and City Council was called to order on June 17, 2019 at 7: 05 p.m. with Mayor Martin presiding and the following Council Members present: Council Member's, Glenn, Robertson, Ringsaker, Zinner and Tomarchio. Council Member Martin was absent. The Pledge of Allegiance was led by Mayor Martin and the opening prayer was led by Council Member Ringsaker. A motion was made by Council Member Ringsaker and seconded by Council Member Zinner to approve the council meeting minutes of the June 3, 2019. Motion carries 4-0 with Council Member Tomarchio abstaining from the vote due to her absence at the last meeting. A motion was made by Council Member Zinner and seconded by Council Member Ringsaker to approve the closed meeting minutes of June 3, 2019. Motion carries 4-0 with Council Member Tomarchio abstaining from the vote due to her absence at the last council meeting. (Closed Session Minutes- See attached.)

Comments from citizens on agenda items: None

Presentations:

Mr. John O'Neill- MD Transportation Authority gave a presentation on the cashless tolling program.

Mr. Dave Layfield of Greenstreet Housing gave a presentation of a concept plan for the property at 1921 Pulaski Highway which would need to be annexed into the city.

Oath of Office- Mayor Martin administered the Oath of Office to Officer Jacqueline Dalton.

Ordinances:

Ordinance 1021- Second reading and adoption

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE

PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2020, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2020.

A motion was made by CM Robertson and seconded by CM Zinner to introduce Ordinance 1021 on second reading. Motion carries 5-0. After the header was read, a motion was made by CM Robertson and seconded by CP Glen to adopt Ordinance 1021. Motion carries 5-0.

New Business:

A motion was made by CM Robertson and seconded by CM Ringsaker to approve Budget Amendment 2019-09, which concerns the transfer of \$2,000 for the Youth Commission. Motion carries 5-0

A motion was made by CM Tomarchio and seconded by CM Robertson to approved the First Friday Amendment- additional street closure at St. John and Legion Square. Motion carries 5-0

A motion was made by CM Robertson and seconded by CM Tomarchio to approve the Arts, Wine and Jazz Fest on August 3, 2019 at the Lock House Museum. Motion carries 5-0

Directors Report:

Mr. Patrick Sypolt:

The Havre de Grace Youth Sailing Program summer sessions are underway at Hutchins Park. The Program is a nonprofit, community oriented sailing organization offering basic and competitive dinghy sailing instruction, maritime safety instruction providing water personal development, confidence and character building opportunities for the youth in our region. For more information please visit their website at: hdgyouthsailing.org

Join us on Friday, June 21st, and every Friday night in June and July for the summer series of *Concerts in the Park* at Tydings Park. Bring a blanket or a lawn chair and enjoy a free concert on the waterfront. This Friday features *Deer Creek* playing classic rock music. All performances begin at 7:30 p.m. The concert series is sponsored by the Havre de Grace Arts Commission.

Also on Friday, the Cultural Center at the Opera House is featuring the Pyxis Piano Quartet. Celebrating 10 years as ensemble in residence at the Delaware Art Museum, this sparkling chamber ensemble will perform Handel-Halvorsen Passacaglia Duo for violin and cello. Mozart Piano Quartet in G minor and Piazzolla Histoire du Tango, arranged for Piano Quartet by Pyxis' violinist, Luigi Mazzochi. Show time is 8:00 p.m.

On Saturday, June 22nd and Sunday, June 23rd, the Maritime Museum will be hosting the Maryland Boating Safety Course. This course satisfies the requirements for operating a vessel on Maryland waters and a Maryland Department of Natural Resources Certificate of Boating Safety Education is issued upon satisfactory completion. Instructors teach two sessions followed by a test (attendance at both sessions is required). The Maritime Museum is located at 100 Lafayette St., HdG. The course runs from 9:00 a.m. until 1:00 on both days. The cost is \$35.00. To register please email: safeboating2207@gmail.com or text: 443-504-3880.

Also on Saturday, it's the Gravity Youth Festival. The Havre de Grace Youth Commission will be hosting the inaugural Gravity Youth Festival on June 22, from 1-5 pm at the Lock House Museum. This fun filled event is geared toward the youth of our community. There will be a stage with performances by bands: Middle of No Where, the Tony Hancock Trio, Restore Church, and other local artists. Onsite activities include corn hole, dunking booth, jousting and more. The event is FREE to attend. Food trucks and vendors will be onsite for food and merchandise purchasing.

The Upper Chesapeake Bay Pride Festival will be held on Saturday, June 22, from 3 – 7 p.m. at Concord Point Park in HdG. Come celebrate the LGBTQIA community, enjoy art, music, food and culture at the area's only PRIDE festival. This event is sponsored by St. Johns Episcopal Church.

And yet again on Saturday, June 22nd, beginning at 6:00 p.m. and running until 9:00 it's the 3rd Annual HdG Maritime Museum Shrimp and BBQ Fest at Hutchins Park under the Festival Tent. The menu includes: Old Bay steamed shrimp; Nic's Rub pork ribs; pulled pork; BBQ chicken; salad, water; sodas; wine; beer; coffee and dessert. There will also be a 50/50 raffle and bingo pop-openers. Tickets are \$40.00 and can be purchased at the HdG Maritime Museum; the HdG Visitor's Center or by contacting Mary Leavens at 410-939-4800. All proceeds benefit the HdG Maritime Museum and the Environmental Center programs.

On Thursday, June 27th, Roger Girke & The Wandering Souls will be performing at the HdG Maritime Museum. Roger Girke is a blues playing, singer and song writer whose career has spanned over 4,000 live shows, concerts and festivals, with numerous recording sessions and releases. The concert takes place in the main gallery. Admission is \$15.00 per person, no reservations necessary. Seating will be on a first-come, first-serve basis and drinks will be sold on the premises.

On Saturday, June 29th, it's the third annual All You Can Eat Breakfast, hosted by the Weedon-Elliott VFW Post 8126. This kick-off for the 4th of July week will be held at the HdG Community Center, located at 100 Lagaret Ln. Breakfast will be served from 8:00 a.m. until 11:00. The menu includes: scrambled eggs, sausage, bacon, home fries, gravy & biscuits, pancakes, juice, coffee, water and much more. Tickets are \$10.00 for adults, kids 12 and under, \$5.00. Military discount is \$5.00. \$12.00 at the door. Tickets can be purchased by contacting Kerri Roman at 410-459-9783; and also at the VFW located at 300 Lodge Ln as well as the HdG Visitor Center.

The Farmers' Market continues in fine fashion under the festival tent at Hutchins Park. They are open every Saturday, rain or shine, from now until mid November. The market opens at 9:00 a.m. and runs until noon.

Mr. Shane Grimm: Deputy Director of Planning

Looks forward to working with Council the following night at Public Work Session on Sign Code.

Also looks forward to further discussion with the Planning Committee on the Blenheim Run Property annexation.

A friendly reminder to citizens to make sure they are cutting their grass and keeping their properties attractive, especially with the upcoming 4th of July holiday

Mrs. Erika Quesenbery Sturgill: Director of Economic Development-

Will be participating with the Maryland Economic Development Association in the Emerging Ag Tour sponsored by the Dorchester County Economic Development team on Wednesday, June 19 from 8 a.m. to 4 p.m. The program is on the Medical Cannabis industry and is inclusive of hemp processing and cultivation facilities, as well as CBD and tincture facilities and how they operate within the state of Maryland. There will also be a tour of the Harriet Tubman Visitors Center and trail network with a best practices presentation. A free webinar will be held at the Harford County Office of Community and Economic Development, 2021-D Pulaski Hwy., on Feeding the Masses and Your Economy, regarding farm to table, restaurants, breweries, farm markets and cottage industries. The webinar is from 2:30 to 4 p.m. and is through the International Economic Development Council. The Joint Harford and Cecil County Chambers of Commerce will hold a mixer at Hollywood Casino in Perryville on Thursday, June 27, from 4:30 to 6:30 p.m. The Havre de Grace Office of

Economic Development is a sponsor for this event. Will also be participating in a Maryland Historic Trust Non-Capital Historic preservation grant program training on Wednesday, June 26, in Crownsville MD.

Mr. George DeHority: Director of Finance

Thanked Council for Adopting Ordinance 1021 (FY 2020 Budget)

Thanked Council for Approving Budget Amendment 2019-09

Presented Financial Status for City

Fund 1 = \$1.65 million Fund Balance - \$800,000 > Budget Expectations (Salaries/Benefits \$600,000 < Budget, Tax Revenues \$200,000 > Budget)

Fund 9 = \$150,000 Fund Balance - \$425,000 < Budget Expectations (Metered Water/Sewer Fees)

Fund 8 = \$350,000 Fund Balance - \$50,000 > Budget Expectations (Fuel Costs)

Joe Conaway- Director of Public Works

Mr. Conaway announced that Dumpster Days will be held on July 13th located on Wilson St and Bloomsbury in the old Tranquility area. Hours are 8 am to noon, or until dumpsters are full.

Chief Teresa Walter: Police Department

Chief Walter reminded citizens with school getting out for the summer, to please pay attention when driving, to kids playing, riding bikes, folks attending the many special events, to no drive distracted.

Chief Walter thanked those who supported the Law Enforcement Torch run for MD Special Olympics by purchasing t-shirts or hats.

Business from Mayor Martin

Mayor Martin thanked the council for the passage of the budget. Water rate and tax rate is the same however a \$10 fee per month infrastructure replacement fee will be applied to your bill. This fee will be used to replace aging water pipes.

Dumpster Days will be held on July 13th from 8-noon on Bloomsbury Ave.

Mayor Martin announced that Mr. Tim Whittie will be returning as the Director of Public Works.

Mayor Martin announced the City of HDG hosted Lt. Governor, met with him about the potential use of HMH when it eventually closes.

Congratulations to Harford Leadership Academy Graduates Lauri O and CM Carolyn Zinner.

Thanked the Independence Day for a successful carnival.

Business from Council:

Council Member Tomarchio

CM Tomarchio thanked the Street and Traffic Advisory Board for attending.

The City is a vibrant community with many events.

The Pride Festival will be held on June 22 at Concord Point Park. Asks citizens to come out and support.

Wished David Craig a Happy 70th Birthday.

Council Member Robertson

CM Robertson thanked all the employees for making every event in the City successful.

The Youth Festival will be held on June 22 at the Lock House Museum. Family Night at the Legion will take place on June 24. Attended the Pirate Festival and thanked Julie Runkhe for organizing the event.

The Economic Development Advisory Board will meet at 4 p.m. this Wednesday, June 20, at City Hall. The Harford Leadership Academy Class of 2019 graduated last Thursday, June 13, with my colleague Councilwoman Carolyn Zinner and Havre de Grace's Tourism manager Lauri Orziewicz graduating that evening. In addition, Class of 2018 graduate Erika Quesenbery was chosen as the alumni of the year for her class of 39 graduates.

The Yard at Coakley's and Coakley's Next Door held an official opening and we have a few other new businesses to report in Havre de Grace. We are expecting an official grand opening to be held with ITekFed and Increditek at 1101 Revolution Street in the coming weeks and with Kuzma Technical Enterprises at 601 Revolution Street as well.

Panoramic View Vacations, is a home based business that has received its business license in Havre de Grace as has Hutschenreuter Consulting Services, Family for families, LLC, and Glass Half Full Consulting.

Council Member Zinner

CM Zinner thanked all the volunteers that worked with the Jazz Festival.

The Independence Day Commission will meet on June 19th.

Council Member Ringsaker

CM Ringsaker thanked the Mayor and Council for the budget.

Thanked the Independence Day for a fun and successful carnival.

Council Member Martin- Absent

Business from Council President Glenn:

CP Glenn attended many events over the last few weeks. Attended the Chamber of Commerce Economic Development awards. A few recognitions go out to Allen Fair - Citizen of the Year; Jolene Forrester (Joretro) - Good Neighbor Award; Nick Contis and Kim Barth (La Banque de Fleuve-Wedding Reception Venue & the SeaPlane Base)-Regional Awareness Award; Kunal "Kenny" Shah(Lyon's Pharmacy- 125 Years); Business of the Year; Bangs Properties - Most Improved Property

Attended the Carnival sponsored by the Independence Day Commission and thanked them for their hard work in keeping the Carnival going.

CP Glenn thanked his parents for all their support during the time he was battling with cancer.

Comments from Citizens:

Joe K- Mr. K is concerned with the process of changes to legislation from first reading to second reading.

A motion was made by CM Ringsaker and seconded by CM Robertson to adjourn at 9:25 pm. Motion carries 5-0

Summary of Closed Session

For inclusion with Minutes of City Council Meeting

June 3, 2019

Date and time of Closed Session: June 3, 2019 9:55 PM

Place: Havre de Grace City Hall, Mayor's office, 711 Pennington Ave, Havre de Grace, MD 21078

Authority under Section 3-305 for the closed session: General Provision Article 3-305(b)(1) to discuss the appointment, employment and compensation for the new DPW Director.

Purposes: To consider the employment contract of the new DPW director and discuss the qualifications of the candidate for the position.

Members who voted to meet in closed session: CP Glenn, CM Martin, CM Ringsaker, CM Zinner, CM Robertson. (CM Tomarchio-absent)

Persons attending closed session: Council President Glenn; CM Martin; CM Ringsaker; CM Robertson; CM Zinner; Chief of Staff Gamatoria; Director of Administration Sypolt; City Attorney Ishak; Mayor Martin.

Topics actually discussed: The City published the position and only one candidate applied, former DPW Director Tim Whittie. Qualifications of the candidate for employment as Director of the Department of Public Works and contract terms were reviewed.

Actions taken: CM Martin made a motion, seconded by CM Zinner to approve the Mayor's appointment of Mr. Whittie as the Director of DPW on the terms proposed. Vote 5-0 in favor of Mr. Whittie's appointment.

Motion to adjourn by CM Robertson, second by CM Martin. Vote 5-0 to adjourn.

Meeting adjourned at 10:20 PM.

APPLICATION FOR APPOINTMENT TO
CITY SPONSORED ORGANIZATIONS
410-939-1800

Commission/Committee/Board Appointment Sought: Historic Preservation
Commission

Name: Kevin Purcell Date: 4-18-2019
Address: 317 Fountain St., Havre de Grace, MD 21078
Home Phone: 443-981-0283 Work Phone: _____
Cell Phone: " " " E-Mail: kevin.patrick.purcell@gmail.com
Occupation: Public Health Specialist
Place of Employment: U.S. Army Public Health Command, APE
Residency History: Bought 317 in 3-17, restored until 4-18, moved in
Education Background: Masters of Science, Human Factors 4-18

Special Interests: 1-Historic Preservation / restoration

Personal Observations/Comments: _____

Committee/Commission/Board Sponsor: Kathy Keen

Please complete form and return to:
Office of the Mayor
(Attention: Mrs. Shyla Scott)
Havre de Grace City Hall
711 Pennington Avenue
Havre de Grace, MD 21078

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Ordinance No. 1020

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAVRE DE GRACE PURSUANT TO THE AUTHORITY PROVIDED BY THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33 AND 34 AMENDING THE CITY CODE CHAPTER 205: ZONING, ARTICLE I, GENERAL PROVISIONS, SECTION 205-11, ENTITLED "PERFORMANCE STANDARDS" BY REVISING THE TRAFFIC STANDARDS.

WHEREAS, the Mayor and City Council desire to modify the performance standards to define when the Directors of Public Works and/or Planning may require a Traffic Impact Analysis (TIA).

WHEREAS, the Mayor and City Council desire to modify the performance standards to require that a person constructing an access or structure within the City right-of-way obtain an Access Permit, and specifying certain criteria for access to a City right-of-way.

NOW THEREFORE, BE IT ORDAINED, AS FOLLOWS:

1. Article, II Section 205-11, entitled "Performance standards and conditions", subparagraphs A and H only shall be amended as follows, with words shown **bold underlined** to be added and those shown [~~bracketed with strikeout~~] to be deleted;

§ 205-11. Performance standards and conditions.

Prior to the issuance of any building or occupancy permit for any use in any zone district, all of the following standards shall be complied with:

- A. General intent. **When so required, the** ~~The applicant owner or operator~~ shall supply evidence satisfactory to the City of Havre de Grace that the proposed building, process, production or other use will conform fully with all applicable performance standards. As evidence of compliance, the appropriate review agency may require, at the expense of the applicant, **studies or analyses necessary to demonstrate compliance with applicable performance standards.** ~~certification of tests by appropriate governmental agencies or by recognized testing laboratories, and that specific types of equipment, machinery or devices be installed or that specific operating procedures or methods be followed as recommended or determined by said governmental agencies or testing laboratories to assure compliance with the applicable performance standards.~~ Also, when required by the Departments of Planning, Public Works and/or the Planning Commission or Board of Appeals, the applicant shall provide expert, sworn testimony certifying that the application in question will comply with all applicable standards and conditions.

46 H. Traffic-~~and~~ Access Management

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48 (1) At the discretion of the Directors of Public Works and/or Planning, a
49 Traffic Impact Analysis (TIA) may be required to be submitted if a
50 proposed use of land, building or subdivision will generate more than
51 249 trips per day, or other operational issues have been identified.
52 Mitigation may be required at intersections where the Level of Service
53 (LOS) has been negatively impacted by the proposed development, or
54 the study identifies other operational issues.

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56 a. The TIA shall be completed in accordance with the most recent
57 version of Harford County's Traffic Impact Analysis
58 Guidelines.

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60 b. The TIA shall be approved and required mitigation determined
61 before the issuance of a building permit, certificate of
62 occupancy, or a hearing before the Planning Commission or
63 Board of Appeals, whichever comes first.

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65 c. At the expense of the applicant, the City may retain a third-
66 party consultant to review the TIA and make recommendations.
67 If a third-party consultant will be utilized, the City will notify
68 the applicant and provide a cost estimate for the review.

69
70 d. The conclusions of the TIA shall be valid for 2 years from the
71 time of approval by the City.

72
73 e. If the Director of Public Works determines a developer is
74 required to mitigate trips generated from the proposed project
75 site, then the developer shall construct the improvements as
76 stipulated by the Department of Public Works. In the event that
77 the Department of Public Works determines that the developer
78 is unable to provide the improvements because of the inability
79 to acquire the necessary rights-of-way, the physical constraints
80 of the property or County, State or federal regulations, all of
81 which are beyond the control of the developer, then the
82 developer may:

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84 i. Propose an improvement at another location where the
85 Director of Public Works has identified an operational issue,
86 or;

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88 ii. Pay a fee-in-lieu of the improvements in the amount of 100%
89 of the funds necessary to cover the costs of the improvements
90 as determined by the City. The funds shall be used for other

91 roadway improvements; such as bicycle and pedestrian
92 projects, sidewalk construction and replacement and safety
93 improvements on, or adjacent to City streets.

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95 f. The Directors of Public Works and/or Planning shall determine
96 the timing of improvements. Improvements may be phased for
97 larger projects at the discretion of the Directors.
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100 (2) Access Permits

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102 a. Any permanent construction within the City right-of-way will
103 require an applicant to obtain an Access Permit from the
104 Department of Public Works, prior to commencement of
105 construction. Permanent construction includes the construction
106 of driveways, new roads and any other permanent structures
107 within the City right-of-way.
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109 b. All accesses constructed to a City right-of-way are required to
110 be meet the Harford County Road Code, including the paving of
111 that portion of the driveway within the right-of-way.
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113 c. All construction must meet minimum sight distance
114 requirements within the Harford County Road Code.
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116 d. All construction must be approved and inspected by the
117 Department of Public Works prior the issuance of a Certificate
118 of Occupancy.
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120 e. All construction shall maintain minimum clearances from all
121 water, sewer, storm drain and other utilities. One (1) foot of
122 vertical clearance and five (5) feet of horizontal clearance is
123 required. The Director of Public Works may authorize a
124 reduction in the clearances due to constraints.
125

- 126 (3) ~~(1)~~ There shall be no ingress or egress to any building or premises except
127 from streets, alleys, private roads, sidewalks, doorways, or other means of
128 ingress or egress approved by the City agency.

- 129 (4) ~~(2)~~ Facilities for pedestrians and cyclists, such as sidewalks and parking
130 facilities, shall be provided where appropriate.

- 131 2. The remainder of "Code Chapter 205: Zoning" shall be unchanged.
132

133 In accordance with the provisions Maryland Ann. Code, Land Use Article, §4-203 and the
134 City Charter amendments shall become effective on the date of approval by the City Council
135 after the second reading, except that if the date of City Council approval is less than ten
136 days after the close of the City Council's public hearing on these Zoning Code amendments,
137 the effective date of the amendment shall be ten days after the close of the public hearing
138 on the Zoning Code amendments.

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142 ATTEST:

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

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148 PATRICK D. SYPOLT
149 DIRECTOR OF ADMINISTRATION

WILLIAM T. MARTIN, MAYOR

150 First Reading: May 20, 2019
151 Public Hearing: June 17, 2019
152 Second Reading/Adoption: July 1, 2019
153



City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078
WWW.HAVREDEGRACEMD.COM

410- 939-1800
410- 575-7043

DEPARTMENT OF PLANNING MEMORANDUM

June 13, 2019

TO: Steve Gamatoria
Chief of Staff

FROM: Shane P. Grimm, AICP
Deputy Director of Planning

A handwritten signature in black ink, appearing to read "Shane P. Grimm", written over a horizontal line.

**Re: 700 Market Street – Lease Agreement
Permit #20190225**

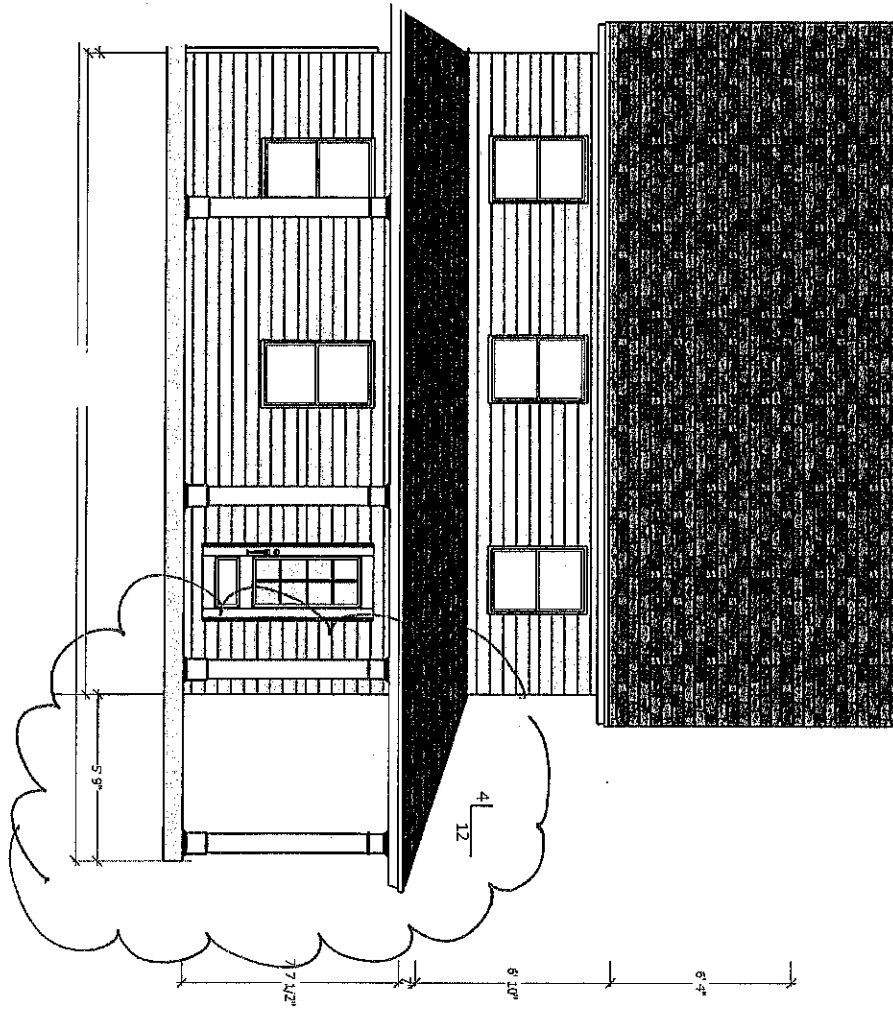
The Department of Planning previously approved a permit for a renovation and additions to the dwelling at 700 Market Street. Construction has commenced under that permit. The applicant now wishes to construct a covered porch within the right-of-way for Alliance Street. There is an existing covered porch on the Market Street façade. The 6-foot wide by 22-foot long porch proposed along Alliance Street will tie into the existing porch.

The Department has no objection to the request. There are dwellings with porches immediately to the west of the subject property that have porches that extend into the right-of-way. The proposed porch would be in keeping with other “wraparound” porches found throughout the City, and would complement the dwelling. The Department of Public Works has reviewed the request and has no objections or comments. The proposed porch does not appear to conflict with any utilities.

I would appreciate if you could review this request with the Admin Committee. The Department recommends the following conditions be included should the Mayor and City Council approve the request:

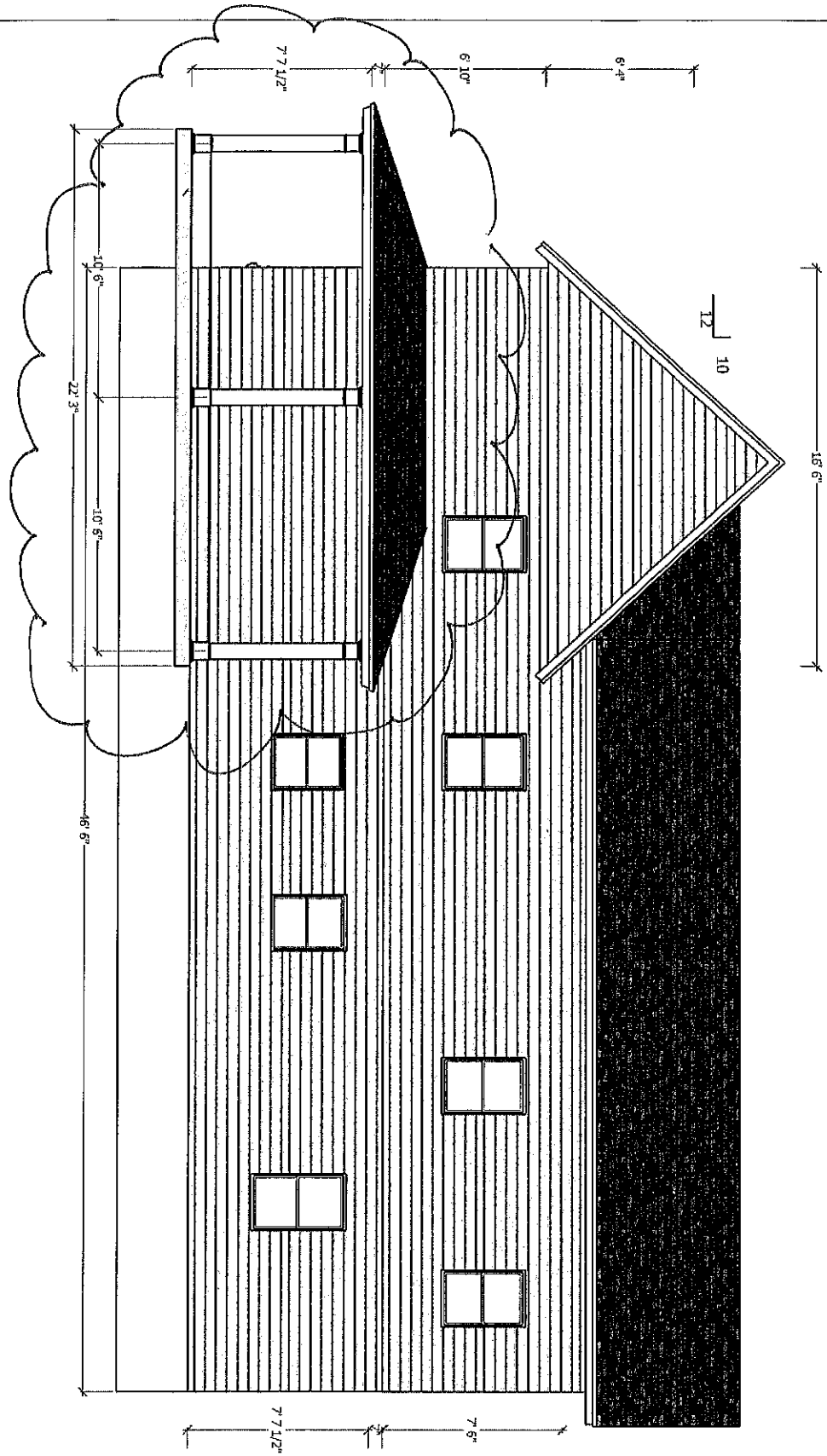
1. The porch shall extend no more than 6-feet from the building.
2. The building permit shall be amended to include the proposed porch.
3. The porch shall be maintained in good condition at all times.
4. The City reserves the right to require the owner to remove the porch at any time at the owner’s sole expense.

FRONT ELEVATION



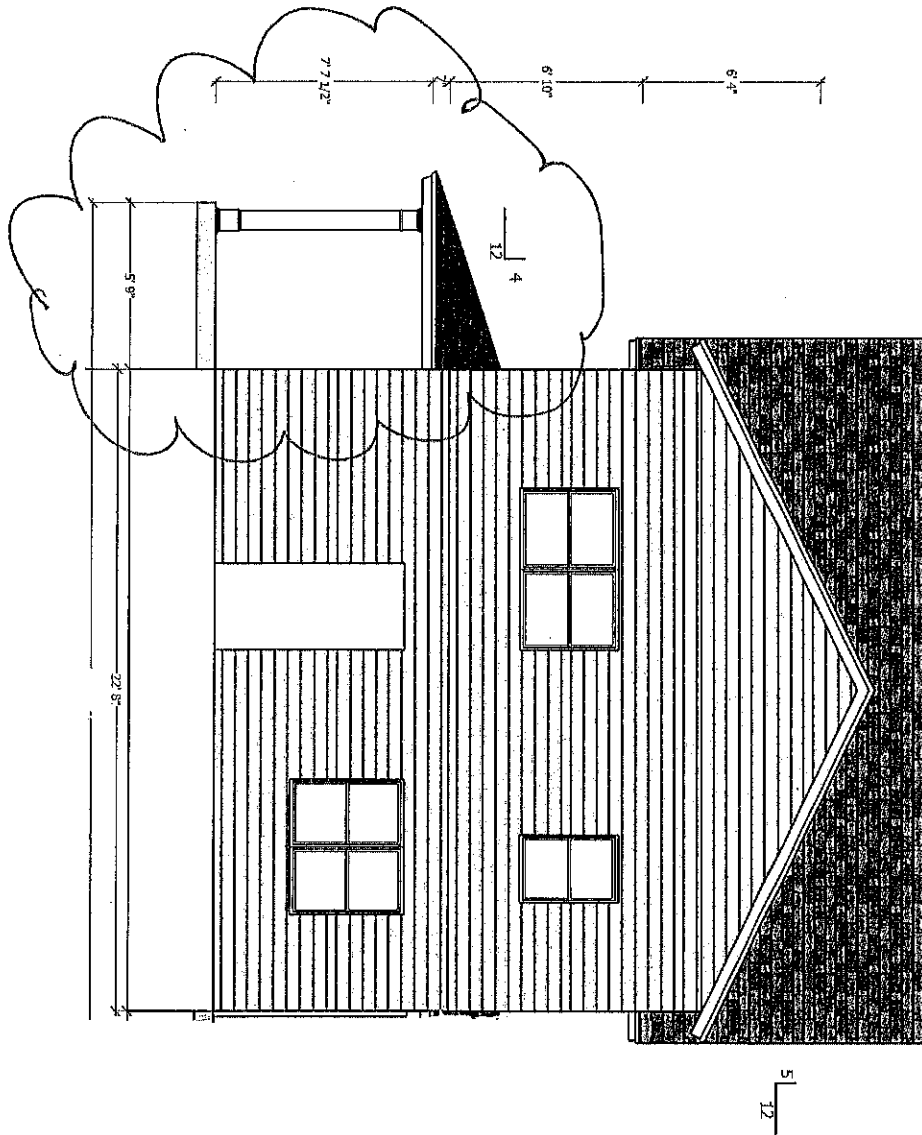
DATE 01/09/19	CUSTOMER NAME GLORIFIED HOMES	CUSTOMER CONTRACT	JOB DESCRIPTION MIKE DELANEY
PAGES 3 OF 7	CUSTOMER ADDRESS		SHIP TO ADDRESS 700 MARKET STREET
SCALE 3/8" = 1'	CUSTOMER CITY	STATE	ZIP
	HAYRE DE GRACE	MD	21078

RIGHT ELEVATION

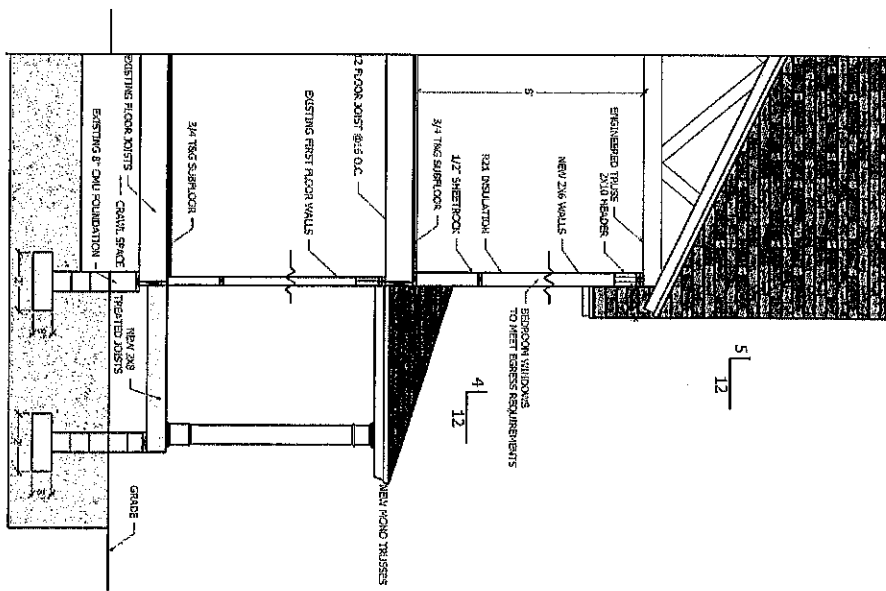


DATE 01/09/19	CUSTOMER NAME GLORIFIED HOMES	CUSTOMER CONTACT	JOB DESCRIPTION MIKE DELANEY
PAGES 4 OF 7	CUSTOMER ADDRESS		SHIP TO ADDRESS 700 MARKET STREET
SCALE 3/8" = 1'	CUSTOMER CITY	STATE ZIP	SHIP TO CITY STATE ZIP HAVRE DE GRACE MD 21078

REAR ELEVATION



DATE 01/09/19	CUSTOMER NAME GLORIFIED HOMES	CUSTOMER CONTACT	JOB DESCRIPTION MIKE DELANEY
PAGES 5 OF 7	CUSTOMER ADDRESS		SHIP TO ADDRESS 700 MARKET STREET
SCALE 3/8" = 1'	CUSTOMER CITY	STATE	ZIP
			SHIP TO CITY HAYRE DE GRACE MD 21078



CROSS SECTION

DATE 01/09/19	CUSTOMER NAME GLORIFIED HOMES	CUSTOMER CONTACT	JOB DESCRIPTION MIKE DELANEY
PAGES 7 OF 7	CUSTOMER ADDRESS		SHIP TO ADDRESS 700 MARKET STREET
SCALE 3/8" = 1'	CUSTOMER CITY	STATE	ZIP 21078
			HAVRE DE GRACE MD

700 Market Street

Google Earth

©2018 Google

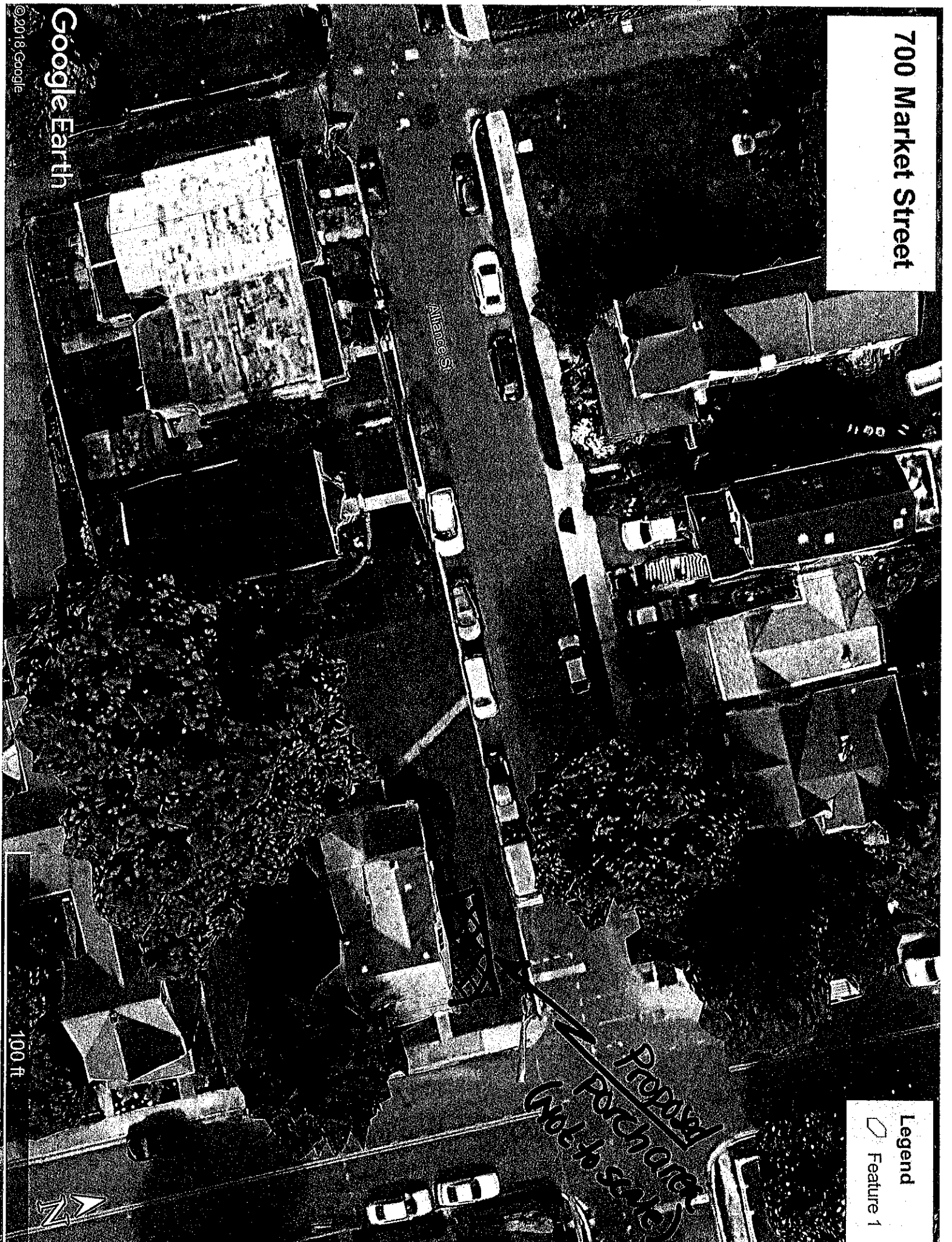
Alhambra St

1150

Proposed
Porch area
(North side)

Legend
Feature 1

100 ft





City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078
WWW.HAVREDEGRACEMD.COM

410- 939-1800
410- 575-7043

DEPARTMENT OF PLANNING MEMORANDUM

June 20, 2019

TO: Steve Gamatoria
Chief of Staff

FROM: Shane P. Grimm, AICP
Deputy Director of Planning

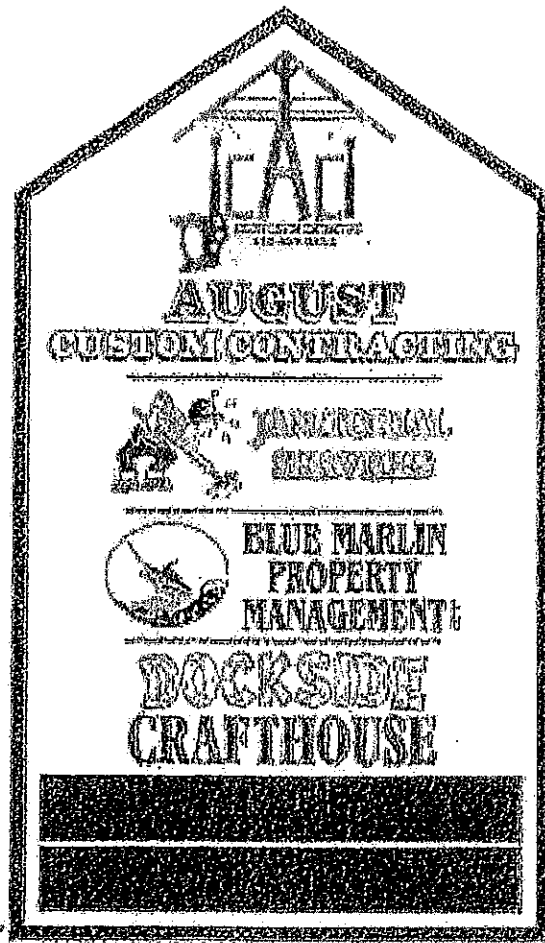
**Re: 615 S. Union Street – Lease Agreement
Permit #20190442**

The Department of Planning has received a permit application for the placement of a freestanding sign that will advertise the tenants of the building at the above referenced address (see attached drawings). The proposed sign will be 15-square feet in size and approximately 6-feet in height. Although not adopted, it is important to note the size and height of the proposed sign would comply with the requirements of the proposed Sign Code for freestanding signs in the RO/Residential Office District. I have reviewed the proposal with Joe Conaway in DPW, and he has no objection to the request.

I would appreciate if you could review this request with the Admin Committee. The proposed sign will be located entirely within the City right-of-way, approximately 1-2 feet behind the sidewalk. The Department of Planning has no objection to the request subject to the following recommended conditions:

1. The sign shall be maintained in good condition at all times.
2. The City reserves the right to require the owner to remove the sign at any time at the owner's expense.
3. The sign shall be no more than 6-feet in height.
4. If the sign will be illuminated in any manner, the lighting shall not adversely impact adjacent residential properties or uses through excessive glare.
5. Prior to placement of the sign, the applicant shall contact Ms. Utility to ensure that no utilities will be impacted. The report shall be forwarded to Ms. Marisa Willis.

36" Wide
60" Tall



615 S. UNION AVE

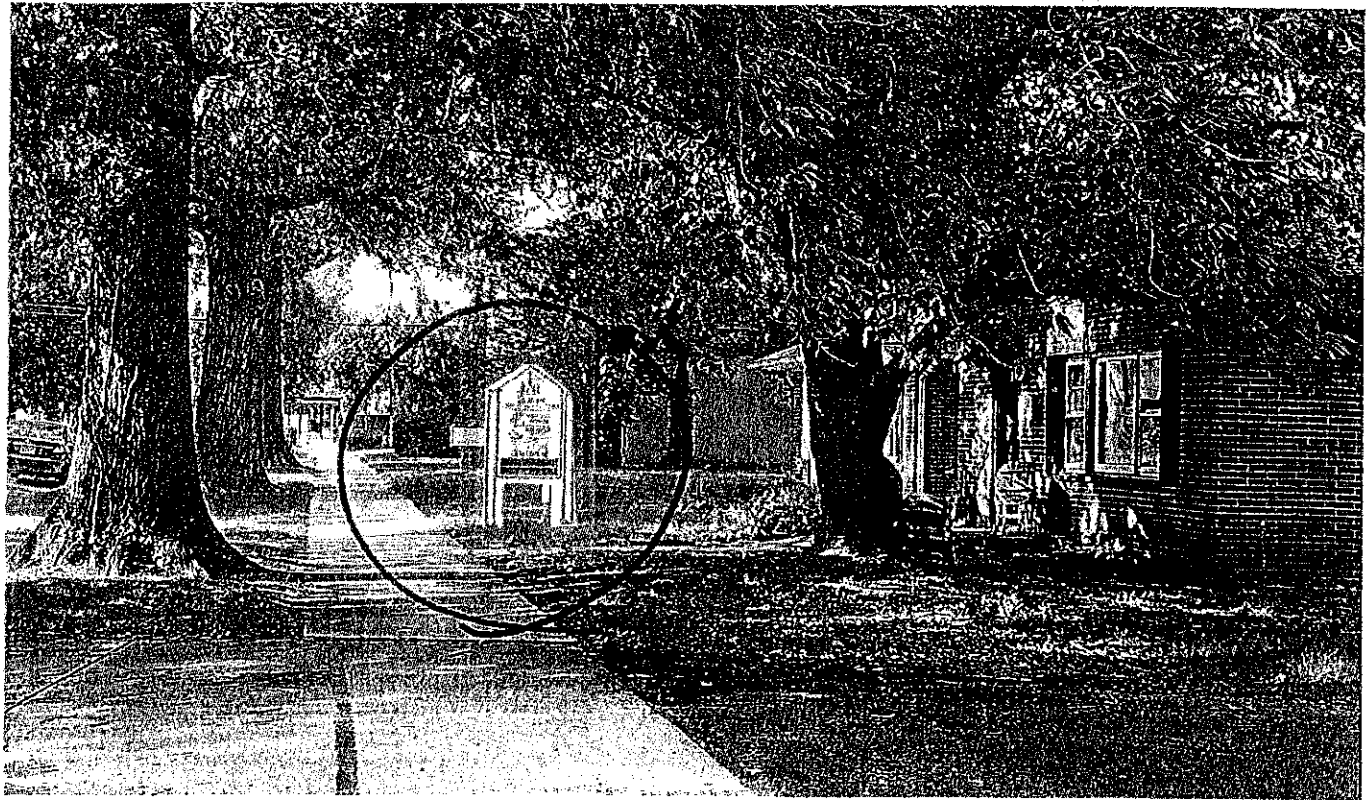
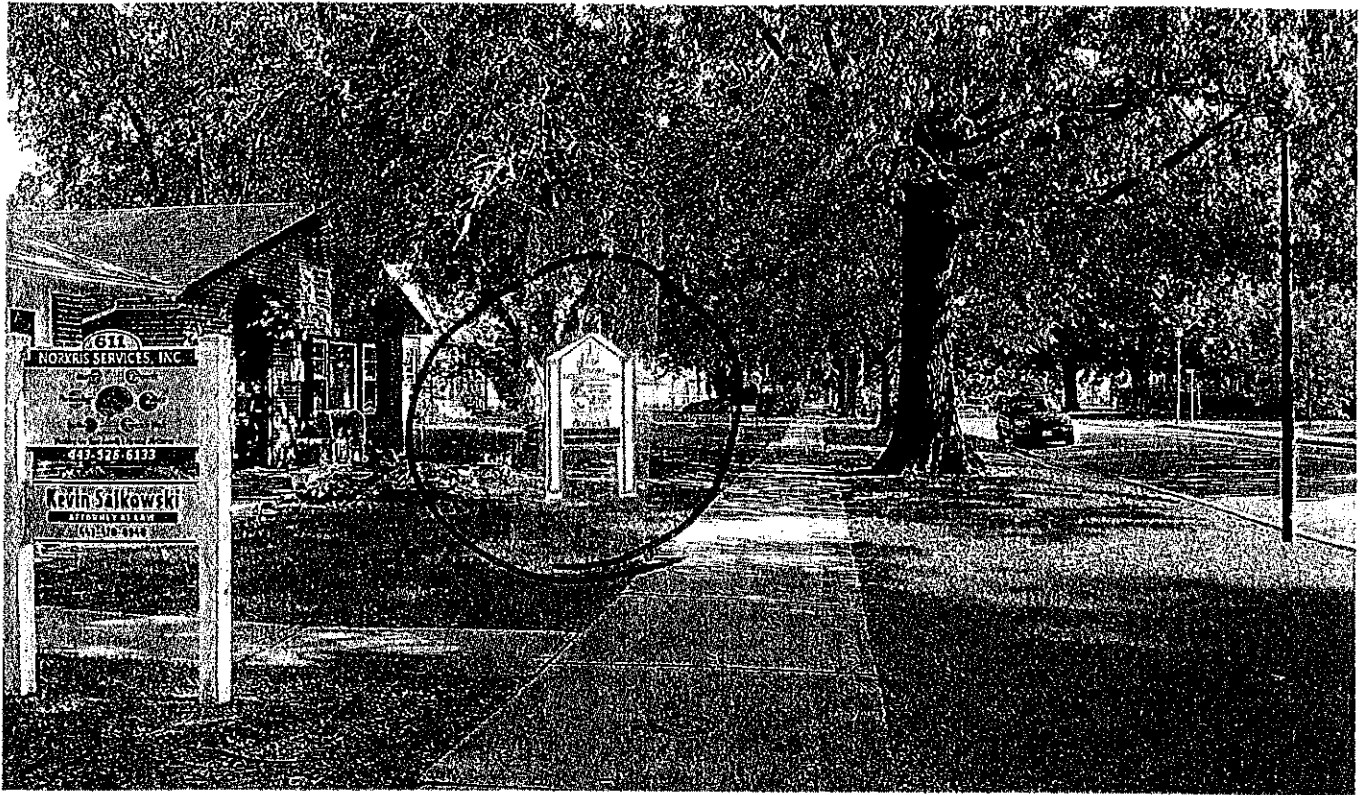
PROPOSED SIGN

INSTALL ON POSTS APPROX 12"

ABOVE GRADE - OVERALL HEIGHT APPROX. 6 FT

* MESSAGE ROWS AT BOTTOM

MANUAL LETTERING - NON ELECTRONIC



615 S. UNION AVE

PROPOSED SIGN IN CITY ROW

36" WIDE / APPROX HEIGHT 6 FT

615 SOUTH UNION AVENUE

DEED NORTH N

of
DE GRACE

SOUTH UNION AVENUE
DE GRACE, MD 21078

REF: 2530/918

REF: SOUTH 1/2 of LOT 384

SQUARE NO. 254

PERS MAP OF THE CITY OF
LAUREL DE GRACE

