



COUNCIL MEETING AGENDA

October 7, 2019

7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Opening Prayer: Pastor Ricardo Burns of St. James A.M.E. Church
5. Approval of the Minutes:
 - A. Council Meeting Minutes- September 16, 2019
6. Comments from Citizens on Agenda Items:
7. Recognitions:
 - A. Student of the month (Presented by Mayor Martin)
 1. Havre de Grace Elementary School – Amiyah Roper
 2. Meadowvale Elementary School – Ryan Kappesser
 3. Havre de Grace Middle School - Alexis Turnmire
 4. Havre de Grave High School – Emily Wolf
8. Presentations:
 - A. Historic Preservation Commission – “Fleur De Lis” Medallions
 - B. Ed Rybczynski – Susquehanna River Running Festival
9. Appointments: None
10. Oath of Office: None
11. Resolutions:
 - A. A Resolution concerning Mumbles Twinning Commission (CM Boyer)
A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO SECTION 33 AND 34 OF THE CITY CHARTER AND THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND CREATING THE “CITY OF HAVRE DE GRACE CULTURAL EXCHANGE COMMISSION” TO FURTHER SUPPORT THE SOCIAL AGREEMENT BETWEEN THE CITY OF HAVRE DE GRACE AND MUMBLES, WALES AND REVIEW AND RECOMMEND ANY FUTURE “TWINNING” REQUESTS

B. A Resolution concerning the Annexation Plan for 1921 Pulaski Highway (CP Glenn)
THE ANNEXATION PLAN FOR THE LAND OF 1921 PULASKI HIGHWAY TAX ID
CONSISTING OF A TOTAL OF 8.83 ACRES MORE OR LESS.

RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE,
MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF THE MARYLAND
CONSTITUTION ARTICLE XI-E AND THE PROVISIONS OF THE ANNOTATED CODE
OF MARYLAND, LOCAL GOVERNMENT SECTION 4-405 WHICH REQUIRES THE
LEGISLATIVE BODY OF A MUNICIPALITY SEEKING TO ANNEX PROPERTY
AFTER OCTOBER 1, 2006 TO ADOPT AN ANNEXATION PLAN FOR THE SUBJECT
PROPERTY AND THAT THE ANNEXATION PLAN NOT BE PART OF THE
ANNEXION RESOLUTION.

C. An Annexation Resolution for 1921 Pulaski Highway Charter Amendment – First 2019
Annexation (CP Glenn)

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE,
MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF THE MARYLAND
CONSTITUTION, ARTICLE XI – E AND THE PROVISIONS OF THE ANNOTATED
CODE OF MARYLAND, LOCAL GOVERNMENT ARTICLE SUBTITLE 3:
AMENDMENT OR REPEAL OF CHARTER, AND SUBTITLE 4: ANNEXATION
AUTHORIZING THE LEGISLATIVE BODY OF A MUNICIPALITY TO ANNEX
PROPERTY EXTENDING THE BOUNDARIES OF THE MUNICIPALITY UPON A
PETITION FOR ANNEXATION, AND AMENDING THE CITY CHARTER,
SPECIFICALLY APPENDIX A OF THE HAVRE DE GRACE CHARTER BY ADDING
“SUBSECTION A.33 THE FIRST 2019 ADDITION TO THE CITY BOUNDARIES,”
ALONG WITH THE LEGAL DESCRIPTION OF THE ACRES OF LAND WHICH WILL
ENLARGE THE BOUNDARIES OF THE CITY OF HAVRE DE GRACE TO INCLUDE
THE LAND OF 1921 PULASKI HIGHWAY CONSISTING OF A TOTAL OF 8.83 ACRES
MORE OR LESS.

12. Ordinances:

An Ordinance concerning firearms: First Reading (CP Glenn)

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 73: FIREARMS

13. Old Business: None

14. New Business:

A. Special Events (Presented By Ms. Scott)

1. HHS Homecoming Parade – October 11, 2019

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 Boyer
- C. Council Member Zinner
- D. Council Member Ringsaker
- E. Council Member Robertson
- F. Business from Council President Glenn
 - 1. Motion to enter into closed session at adjournment to discuss legal issues.

18. Comments from Citizens

19. Adjournment



September 16, 2019

The regular meeting of the Mayor and City Council was called to order on September 16, 2019 at 7: 00 p.m. with Mayor Martin presiding and the following Council Members present: Council Member's, Glenn, Robertson, Ringsaker, Zinner, Boyer and Martin. The Pledge of Allegiance was led by Mayor Martin and the opening prayer was led by Father James Snodgrass. A motion was made by Council Member Zinner and seconded by Council Member Martin to approve the council meeting minutes of September 3, 2019. Motion carried 6-0.

Comments from citizens on agenda items:

1. Melvin Stachura 316 S. Stokes St. Would like council to approve the demolition of 315 S. Stokes St. due to long standing issues that have never been resolved.
2. Carrie Parsons 840 Otsego St. - is troubled by the number of attendees at the council meetings. Reminded citizens to attend to express their likes and dislikes. Urges CM Robertson to engage "get out and vote" with the Youth Commission.
3. Mr. Joe K- Tydings Road- Supports the mayor term for referendum but is not in favor of the 3 years terms as written. Mr. K is not in favor of the water capital cost recovery relief for a developer and could be setting a precedent for future actions.
4. Kirk Smith- 120 S. Washington St- Supports the three year term for Mayor.
5. Jim Miller- 320 Lewis St- wanted to follow up to Ms. Parsons's - stated no one is required to attend meetings or vote. Also suggested to put everyone on a three year term. Mr. Miller also made it clear that he is opposed to giving anyone a break on water especially since adding the quarterly fee.

Recognitions: The Friends of Concord Point Lighthouse was recognized for their efforts in preserving and maintaining the lighthouse.

Resolutions:

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND ADOPTED PURSUANT TO THE AUTHORITY OF THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND THE HAVRE DE GRACE CITY CHARTER SECTION 19 AMENDING CITY CHARTER SECTION 17 CHANGING THE TERM OF THE MAYOR FROM TWO YEARS TO THREE YEARS TO BECOME EFFECTIVE AT THE NEXT MAYORAL ELECTION SUBJECT TO APPROVAL BY THE CITIZENS OF HAVRE DE GRACE

A motion was made by Council President Glenn and seconded by Council Member Ringsaker to introduce Charter Amendment Resolution. Motion carries 6-0, the header was read and assigned number 284. A public hearing is scheduled for November 4th. This will give ample time for notification to the public.

New Business:

A motion was made by Council Member Martin and seconded by Council Member Robertson to approve the 47th Candlelight Tour on December 14, 2019. Motion carries 6-0

A motion was made by Council Member Robertson and seconded by CM Ringsaker to approve the Veterans Day Parade on 11/11/19. Motion carries 4-2 with CP Glenn and CM Martin opposing the parade.

A motion was made by Council Member Martin and seconded by Council Member Robertson to approve the connection waiver fee for 315 Stokes St. Motion carries 3-3 with CP Glenn, CM Ringaker and Tomarchio opposing. The motion fails 3-3 with a tie vote.

Directors Report:

Patrick Sypolt- Director of Administration:

"The Maryland Lighthouse Challenge 2019 begins on Saturday, September 21st and continuing into Sunday. The challenge is a weekend-long event in which the general public is invited to visit the land-accessible lighthouses of Maryland. Complimentary souvenirs are given at each participating lighthouse, with a special souvenir for visiting all nine. For more information visit the lighthouse website at: concordpointlighthouse.org.

On Saturday, September 21st, at our K-9 Cody Dog Park it's the Bark for Life of Harford Counting. The American Cancer Society's Bark for Life is a fundraising event honoring the life-long contributions of our Canine Caregivers. It presents an opportunity for people to be empowered through their canine partnerships and to contribute to cancer cures and missions of the American Cancer Society. Registration opens at 8:30 a.m., opening ceremonies will begin at 9:15 a.m. There will be a Fun Walk, K-9 Officer demonstrations, a dog massage demonstration and a costume contest. For our first time visitors to the park it is located at 100 Lagaret Lane, behind the Community Center.

Opening on Friday, September 20th and running through Sunday, September 29th, The Tidewater Players presents *A Few Good Men* at the Cultural Center at the Opera House. This Broadway hit sizzles on stage as it centers around the trial of two Marines for complicity in the death of a fellow Marine at Guantanamo Bay. Lt. Daniel Kaffee, (Tom Cruise) a callow young Navy lawyer more interested in softball games than the case, expects a plea bargain and a cover-up of what really happened. Prodded by Lt. Joanne Galloway (Demi Moore) of his defense team, Kaffee eventually makes a valiant effort to defend his clients and, in so doing, puts the military mentality and the Marine code of honor on trial. *A Few Good Men* contains adult language and adult situations. It is not recommended for children. Visit the Tidewater Players website for show times and about upcoming shows at: www.tidewaterplayers.com.

Also on Saturday, September 21st, celebrate your love of Pyrex and everything vintage. Have fun vintage shopping with over 50 guest vendors on Pennington Avenue in downtown HdG. There will be gifts for the first 50 customers. Enter the Pyrex Giveaway and enjoy Pyrex themed refreshments. The Pyrex and Vintage Fest is a free semiannual event sponsored by the Havre de Grace Alliance and hosted by JoRetro. The show begins at 9:00 a.m. and runs till 3:00 p.m.

On Tuesday, September 24th, come out and join others for a ramble along the HdG Promenade as they look for residential and migrating birds and butterflies. Professor Colleen Webster leads the way for *Wings Over Water*. They will meet in front of the Maritime Museum. A limited number of binoculars are available so if you have your own, please bring them. No registration is required as this is a free event. The "ramble" begins at 5:30 p.m.

The Susquehanna River Running will be held on Saturday, September 28th beginning at 8:00 a.m. The festival features a half marathon, a 2-person half marathon relay and a 5k. The half marathon and relay course is relatively flat and fast touring historic HdG, crossing the Hatem Bridge, taking in sweeping views of the Susquehanna River. There will be an after-party with live music and a beer garden to replenish those carbs. Free shuttle bus service will be provided. For more information please visit their website: susquehannarunfest.org.

The Steppingstone Farm Museum will be hosting their annual Fall Harvest Festival on Saturday and Sunday, September 28th & 29th, from 11:00 a.m. until 4:00 p.m. The festival features pumpkin painting, scarecrow making, hayrides, craft vendors, demonstrations of historical trades, live music, food, kids activities and more. Admission is \$10.00 for adults and children 12 & under are free.

On Thursday, October 3rd, enjoy an evening of music from Crosby Stills and Nash, the Beatles, Chicago, Alan Parsons, Steely Dan, Supertramp, and the list goes on. It's the Thursday Night Live concert series featuring Carey Ziegler's Expensive Hobby at the beautifully adorned Cultural Arts Center at the Opera House. Show time is 8:00 p.m.

Somewhat bittersweet, we will be celebrating our last outdoor First Friday of this season on Friday, October 4th. Enjoy a family-friendly, festive celebration within our five blocks of downtown. There are bands performing on most blocks, café seating at our fine restaurants, food trucks, artisans, store specials, kids zone, classic cars and more. This is truly a family-fun event that you don't want to miss. The festivities begins at 5:00 p.m.

The Havre de Grace Haunts Tours begins on Saturday, October 5th. Take a guided ghostly walking tour of historic HdG and learn about the ghosts that haunt many of the buildings. Tours are 1.5 hours long and go out rain or shine. Tour dates are Friday and Saturdays in October, beginning at 7:00 p.m. The tours disembark from 217 N. Washington Street, a.k.a. Concord Point Coffee.

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 Thanksgiving, the market opens at 9:00 a.m. and runs until noon.

If you missed any of the events that I have mentioned this evening or to view the complete listing of events happening at our City please visit our website "Explore Havre de Grace.com" and "hdgoperahouse.org".

Mr. Shane Grimm: Deputy Director of Planning

"The Department of Planning has responded to SB234 regarding Forest Conservation requirements and mitigation banking. We have informed DNR of how we handle fee in lieu and mitigation banking. As a small municipality, the SB does not significantly affect our program. November 6th and 7th is the Maryland Planning Commissioners Association in Aberdeen."

Mrs. Erika Quesenbery Sturgill: Director of Economic Development-

"Would like to recognize that ITekFed at 1101 Revolution Street will have an Open House and Grand Opening next Tuesday, September 24 for invited guests from 4 to 6 p.m. ITekFED is under the umbrella of Increditek, a disabled veteran owned company and defense contractor, that has grown from one employee in 2004 when it was founded by President and CEO Adam Pattisall, to 43 employees. They are consistently in the top five of largest veteran owned businesses in greater Baltimore – along with the Havre de Grace headquartered Acer Exhibits and Events, LLC."

"Mr. Adam Pattisall, is also on the Board of Directors for the Ed Reed Foundation and I was able to attend the Ed Reed Foundation Gala for his induction into the Hall of Fame this past Friday at the Four Seasons in Baltimore, as a guest of Mr. Pattisall."

Mr. George DeHority: Director of Finance

Mr. DeHority gave an update on Fund 9.

Tim Whittie- Director of Public Works

Mr. Whittie announced the Warren St should be completed by the end of the month.

Paving on Camilla will begin this week.

Chief Teresa Walter: Police Department

Chief Walter announced National Coffee with a Cop will be held on October 2nd at the Dunkin Donuts from 7-9am.

Business from Mayor Martin

Mayor Martin shared his experience with Twinning with Mumbles.

The uplighting will be purple September 16-22, in honor of Recovery Month.

Mayor Martin gave an update on Dumpster Days- and will schedule another one for Spring and Fall of 2020.

Business from Council:

Council Member Robertson:

The Havre de Grace Economic Development Advisory Board will meet this Wednesday, September 18, in Council Chambers from 4 to 5 p.m.

Also welcomed Maryland Vascular Specialists to Havre de Grace with their new office at 1500 Blenheim Dr., on Route 40 at the Bulle Rock Entrance. The new medical office provides expert consultations, a vascular lab, diagnostic ultrasounds, minimally invasive treatments and venous procedures.

CM Robertson announced the budget and finance committee will be held on October 1, 2019 at 5:30, the Youth Commission will meet on September 26, 2019 and there will be a parade briefing at the legion on September 23.

Council Member Zinner:

CM Zinner spoke about her experience in Mumbles.

The Arts Commission will be hosting lunch with Queen Victoria.

Council Member Boyer:

CM Boyer also spoke about her experience in Mumbles.

CM Boyer announced Career Day on APG will be held on October 19, 2019.

Council Member Ringsaker: No comments

Council Member Martin:

CM Martin gave a grant update.

CM Martin announced the legion riders will attend the funeral services for Captain Phil Brown on September 19.

Business from Council President Glenn:

"Shared our disappointment with Curtis Beulah regarding ongoing efforts to date. Given that County Executive Barry Glassman is unwilling to give us access to the water line, we are unwilling to "just take no" for an answer. If the County Executive feels it is illegal, he needs to provide us with the supporting documentation that depicts that it is in fact illegal. We feel we are being held hostage.

OPIOID SITUATION

We filed a lawsuit on behalf of the City. Appears things are moving in our favor. Settlement against the respective manufacturers could be forthcoming.

Amount has yet to be finalized.

COUNCIL WORK SESSION

I want to personally thank all who took time from their busy schedules to attend the first of three Council work sessions. It was a very informative session, and I would like to thank the members of the Water and Sewer Commission and members of the City Staff for their insight regarding the challenges associated with our aging infrastructure and the outstanding debt obligations on the books.

WARRIOR PROUD

(Latest results from County Sports Zone) Boy's soccer team beat Joppatowne 8-7, Both Girl's Varsity and JV prevailed over Harford Tech, Girl's Field Hockey beat Bo Manor 2-0, Girl's Soccer beat Bo Manor 2-0 and The Warrior Football beat CMW 21-13. And last but certainly not least, it was recently announced that Paige Milanoski, Havre de Grace High School has been named as a finalist for Maryland Teacher of the Year. She is one of the seven finalists in the state. The winner will be announced on 10/25 at the Teacher of the Year gala at Martins West."

Comments from Citizens:

Mr. Jim Miller- Lewis Street- Stated the Council voted to save the water/sewer fund \$18,000.

Mr. Miller also stated he supports the Veteran's Day Parade.

A motion was made by CP Glenn and seconded by CM Ringsaker to adjourn at 8:38 pm. Motion carries 6-0

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6. Six months prior to the expiration of their terms, the Commission shall advise the City of the Commission's status, and whether the Commission shall be extended; converted to a permanent City Commission, or replaced with a newly created tax exempt organization under 501(c) (3) of the Internal Revenue Code.

64 ATTEST:

MAYOR AND CITY COUNCIL OF
HAVRE DE GRACE, MARYLAND

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Patrick D. Sypolt
Director of Administration

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William T. Martin, Mayor

Introduced: October 7, 2019
Adopted: October 7, 2019
Effective: October 7, 2019

ANNEXATION LEGISLATION OVERVIEW

There was much discussion on this last night at the Administrative Committee Meeting. This is the first step in a long process and was initiated by all four owners of the respective property who are petitioning to be annexed into Havre de Grace. The property consists of approximately 8.83 acres and is located on Pulaski Highway (Route 40) between the Bulle Rock Development and Swan Creek Village.

Annexation can be proposed one of two ways: Either the City can annex an area (example would be the Park Island) or a property owner may file a petition. In this case there is a petition that was filed by the property owner(s).

In this case the petition starts the annexation process.

The City bears no cost for an owner requested petition. All staff and legal costs are borne by the petitioner(s).

The City Council must first verify that the requisite percentage of owners and registered voters have agreed to the annexation.

Based on their petition, all owners agree to be annexed, and the required number of voters also approve of the annexation. This has been confirmed with the Harford County Board of Elections.

Next, the City Council must adopt a Resolution approving an Annexation Plan for the subject property to come into the city limits.

This has been prepared by the City Attorney with input from the Deputy Director of Planning and the Director of DPW. They have all confirmed that the Annexation Plan is consistent with the City's Annexation Policy and Growth Element of the City's Comprehensive Plan (which is available on the City's website) and a welcomed addition. Also, annexation of this parcel will push our water service closer to Aberdeen.

The Annexation Plan then becomes an Exhibit to the Annexation Resolution, which is required to amend the City Charter specifically Appendix A by adding the additional property to the City Boundaries.

Once the Annexation Resolution is introduced, we will have a public hearing (proposed for November 18) and a second reading tentatively scheduled for December 2nd. The effective date of this action will be 50 days after adoption. This is a state required time period that allows for a citizen referendum if the requisites are met.

The long term plan, which was previously presented to the City Council by the developer, suggests the construction of a multi-family residential unit with a commercial component, but this is conceptual in nature and has not been finalized. Again, this legislation is just for the annexation. Any future use will most likely require proposed zoning code amendments. And if such future developments on this property will require infrastructure improvements (including but not limited to water and sewer), they will be paid by the owners/developers of the property with the required bonding for performance and maintenance, with the standard public works agreements and/or recoupment agreements if applicable.

Annexations along Route

Hope this helps.

CP

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4 : 19675
307534

IN THE MATTER OF PETITION *
FOR ANNEXATION OF * BEFORE THE
APPROXIMATELY 8.83 ACRES, * CITY OF HAVRE DE GRACE,
MORE OR LESS, OF LAND LOCATED * MARYLAND
AT 1919 & 1921 PULASKI HIGHWAY *

* * * * *

PETITION FOR ANNEXATION

Donald W. Bonnett, Margaret B. Bonnett, Margaret A. Bonnett ("Owners"), and Nancy A. Addison ("Resident Voter") (collectively the "Petitioners"), file this Petition for Annexation with the Mayor and City Council of Havre de Grace, Maryland, pursuant to the provisions of Section 4-404 of the Local Government Article of the Annotated Code of Maryland, and state:

1. The property proposed to be annexed consists of 8.83 acres, more or less, owned by the Owners, situate and lying in the Sixth Election District of Harford County, Maryland, acquired by virtue of, and more particularly described in, the following:

Deed of Gift dated January 31, 2017, recorded among the Land Records of Harford County, Maryland in Liber JJR No. 12233, folio 294, from Donald William Bonnett and Margaret Bohlen Bonnett ("Grantors") unto Margaret Anne Bonnett ("Grantee") (the "Property").

2. Owners own one hundred percent (100%) of the 8.83 acres of the Property proposed to be annexed. Therefore, Petitioners are the owners of more than 25% of the assessed valuation of the Property proposed to be annexed.

3. There are two single family homes located on the Property. Nancy A. Addison, a Resident Voter, currently resides in the home located on the Property at 1921 Pulaski Highway, Havre de Grace. Only Nancy A. Addison is a registered voter in Harford County, Maryland. Therefore, Resident Voter is the one hundred percent (100%) registered voter who is a resident in the area to be annexed.

4. The Property is bordered to the east by land located within the corporate limits of the City of Havre de Grace and bounded by Pulaski Highway (U.S. Route 40) to the south.

5. The annexation of the Property into the corporate area of the City of Havre de Grace will not create any unincorporated area which is bounded on all sides by (a) real property presently in the boundaries of the municipality, (b) real property proposed to be in the boundaries of the municipality as a result of the proposed annexation, or (c) any combination of such Property.

6. The Petitioners hereby request that the Property be annexed by the Mayor and City Council of Havre de Grace, Maryland on the terms and conditions set forth in the Annexation Resolution and that upon annexation the Property be designated as C-Commercial District in the Harve de Grace Zoning Code.

7. The Petitioners reserve the right to withdraw this Petition and revoke their consents to annexation of the Property at any time before the effective date of the Resolution upon written notice to the Mayor and City Council of Havre de Grace.

WHEREFORE, Petitioners request:

a. That the Mayor and City Council of Havre de Grace, Maryland verify that this Petition complies with Section 4-404 of the Local Government Article of the Annotated Code of Maryland; and

b. That upon verification that the requirements of Section 4-404 have been met the Property be zoned C-Commercial District in the City of Havre de Grace.

Petitioners hereby sign this Petition to request and consent to annexation and zoning reclassification of the Property and the granting of the relief herein mentioned on the terms and conditions set forth herein.

WITNESS:

X Virginia W. Bonnett
WITNESS

Donald W. Bonnett
Donald W. Bonnett, Owner and Petitioner

X Virginia W. Bonnett
WITNESS

Margaret B. Bonnett
Margaret B. Bonnett, Owner and Petitioner

X Virginia W. Bonnett
WITNESS

Margaret A. Bonnett
Margaret A. Bonnett, Owner and Petitioner

Lisa A. Addison
WITNESS

Nancy A. Addison
Nancy A. Addison, Resident Voter and Petitioner

RESOLUTION NO. 2019-__

THE ANNEXATION PLAN FOR THE LAND OF 1921 PULASKI
HIGHWAY TAX ID CONSISTING OF A TOTAL OF 8.83 ACRES
MORE OR LESS.

RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE
DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE
AUTHORITY OF THE MARYLAND CONSTITUTION ARTICLE XI-E
AND THE PROVISIONS OF THE ANNOTATED CODE OF
MARYLAND, LOCAL GOVERNMENT SECTION 4-405 WHICH
REQUIRES THE LEGISLATIVE BODY OF A MUNICIPALITY
SEEKING TO ANNEX PROPERTY AFTER OCTOBER 1, 2006 TO
ADOPT AN ANNEXATION PLAN FOR THE SUBJECT PROPERTY
AND THAT THE ANNEXATION PLAN NOT BE PART OF THE
ANNEXTION RESOLUTION.

WHEREAS, Donald W. Bonnett, Margaret B. Bonnett, Margaret A. Bonnett and Nancy
A. Addison (“Owners”) have sought annexation of their land pursuant to a Petition for Annexation
submitted to the Mayor and City Council of Havre de Grace on October 7, 2019; and

WHEREAS, the property which the Owners seek to have annexed is situate and lying in
the Sixth Election District of Harford County, Maryland, acquired by virtue of and more
particularly described in, the following:

Deed of Gift dated January 31, 2017, recorded among the land records of Harford
County, Maryland in Liber JJR No. 12233, folio 294, from Donald William Bonnett
and Margaret Bohlen Bonnett (“Grantors”) unto Margaret Anne Bonnett
(“Grantee”) consisting of approximately 8.83 acres, more or less (the “Property”).

WHEREAS, the Property is reflected on the attached plat marked Exhibit A and said
property sits on the west side of Pulaski Highway, Route 40, on the southern boundary of the City
of Havre de Grace (“City”); and

WHEREAS, the annexation request is consistent with the City’s Comprehensive Plan, and
specifically the Municipal Growth Element and expansion along Route 40;

NOW THEREFORE, the Mayor and City Council adopt the following Annexation Plan
for the Property:

THE ANNEXATION PLAN FOR 8.83 ACRES MORE OR LESS, ALONG PULASKI
HIGHWAY (ROUTE 40) LOCATED IN THE SIXTH ELECTION DISTRICT, 1921
PULASKI HIGHWAY

1. Introduction. The Property proposed to be annexed in this Plan is situated along Pulaski
Highway (Route 40) between the Bulle Rock development and Swan Creek Village.
For identification purposes, the Property is a single parcel described in one deed

- 1 7. Trash Removal. As a property in the Commercial district with a multifamily
2 residential component, the Property will be required to contract with a private trash
3 hauler on terms and conditions similar to other commercial properties in the City.
- 4 8. Fire Protection. Fire protection shall continue to be provided to the property by the
5 Susquehanna Hose Company, Inc. pursuant to conditions applicable to the other
6 properties within the corporate boundaries of the City.
- 7 9. Schools – Library – Recreation. Although the scope of the development on the
8 property is relatively limited in size, the proposed zoning amendment will include
9 appropriate required recreation elements. There will be no additional school or library
10 expansions as a result of the proposed development.
- 11 10. Real Property Taxes. The Property shall be taxed by the City at generally
12 applicable rates. If the land is potentially subject to an abatement request due to an
13 enterprise zone designation, or recoupment fees for infrastructure costs already in
14 place, and if a request for an abatement is made, the City acknowledges that it would
15 consider such a request in accordance with applicable law so long as the terms of this
16 Annexation Plan have otherwise been complied with by the Owners and Developers.
- 17 11. EMS. EMS protection shall be provided to the Property by the Havre de Grace
18 Ambulance Corps, Inc. pursuant to the conditions applicable to other properties within
19 the corporate boundaries of the City of Havre de Grace.
- 20 12. Police. Police protection shall be provided to the property by the Havre de Grace
21 Police Department pursuant to the conditions to other properties within the corporate
22 boundaries of the City of Havre de Grace.
- 23 13. Timing of Municipal Services. Municipal services shall be provided at the time of
24 construction/development of the property and prior to the issuance of any new use and
25 occupancy permit.
- 26 14. Annexation Agreement. The City and the owners/developers of the property agree to
27 enter into an Annexation Agreement and/or a Public Works Agreement detailing the
28 terms of this Annexation Plan and any other appropriate conditions, if required by the
29 City. The provisions of this Annexation Plan are to be considered minimum
30 requirements and additional requirements or more stringent requirements may be
31 added.

32 ENACTED this 7th day of October, 2019.

33 ATTEST:

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

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37 _____
Patrick D. Sypolt
38 Director of Administration

William T. Martin, Mayor

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40 Introduced: October 7, 2019

41 Adopted: October 7, 2019



5 South Main Street
P.O. Box 727
Bel Air, Maryland 21014
410-838-7900

www.frederickward.com

September 30, 2019

8.8328 Acre Parcel of Land to be Annexed to the Corporate Boundary of the City of Havre de Grace, Located at 1919 & 1921 Pulaski Highway, Sixth Election District, Harford County, Maryland

BEGINNING for the same at an iron pin heretofore set at the end of the seventy-ninth or North 22°11'24" West 363.25 feet course of that tract or parcel of land described in City of Havre de Grace Resolution No. 239 and known as the 2003 Annexation 1st Addition and as described in Subsection A.21 of Appendix A of the Charter of the City of Havre de Grace as revised November 2015. Said point of beginning also bears coordinates, referenced to the Maryland Coordinate System (NAD83) of North 680270.5718 and East 1558583.0639. Said point of beginning also lying in the eighth or North 22°11'24" West 419.65 feet line of the first of those tracts or parcels of land conveyed by E.B. Abel and Susan V. Abel to Blenheim, LLC by a deed dated May 1, 1996 as recorded among the land records of Harford County in Liber CGH 2374, folio 793 at a point lying South 22°11'05" East 56.40 feet from an iron pin heretofore set at the end of said line. Thence, from the point of beginning, binding reversely on a part of said eighth line and binding reversely on the aforesaid seventy-ninth course of the 2003 Annexation, 1st Addition, as now surveyed;

111) South 22°11'05" East 363.26 feet to an iron pin heretofore set to intersect the northwesterly right of way line of U.S. Route 40, Pulaski Highway, a one hundred fifty foot wide right of way heretofore laid out as shown on State Roads Commission of Maryland Plat No. 1831. Thence, leaving the outlines of the aforesaid 2003 Annexation 1st Addition and binding on the said right of way as conveyed by Mary E. Mitchell to the State Roads Commission of Maryland by a deed dated November 14, 1935 as recorded among the land records of Harford County in Liber SWC 239, folio 107, the five following courses;

2) South 57°00'55" West 227.57,

3) North 32°59'05" West 25.00 feet,

4) South 57°00'55" West 52.00 feet,

5) South 32°59'05" East 25.00 feet,

6) South 57°00'55" West 618.33 feet to point in a utility pole now standing on the northwesterly right of way line of U.S. Route 40 at the end of the third or South 24°15'28" East 418.21 feet line of that tract or parcel of land conveyed by G. Corthell Mitchell and Marie G. Mitchell, et al to The Dixon Holding Company by a deed dated March 15, 1967 as recorded among the land records of Harford County in Liber GRG 736, folio 418. Said point also now being the southeasterly corner of Lot 1 as shown on a plat entitled "Final Plat, The Village at Swan Creek" as recorded among the land records of Harford County in Plat Book JJR 121, folio 99. Thence, leaving U.S. Route 40 and binding reversely on the said third course of the parcel described in Liber GRG 736, folio 418,

7) North 32°56'49" West, passing over an iron pin heretofore set at 5.00 feet, and, passing over an iron pipe heretofore set at 418.58 and, continuing, for a total distance of 424.43 feet to an iron pipe heretofore set to intersect the southeasterly right of way line of that strip or parcel of land conveyed by Joseph G. Mitchell and Frances A. Mitchell to the Baltimore and Ohio Railroad Company by a deed dated October 1, 1883 as recorded among the land records of Harford County in Liber ALJ 50, folio 27. Thence, binding thereon as acquired by CSX Transportation, Inc through Articles of Merger recorded among the land records of Harford County in Liber CGH 1519, folio 381,

8) North 57°43'54" East 875.33 feet to an iron pin heretofore set at the end of the third or nearly North 63 feet line of the first of those tracts or parcels of land conveyed by Joseph G. Mitchell and Frances A. Mitchell to the Baltimore and Ohio Railroad Company by a deed dated March 26, 1884 as recorded among the land records of Harford County in Liber ALJ 50, folio 78. Thence, binding reversely on the third and second courses of said conveyance,

9) South 03°11'38" East 63.53 to an iron pin heretofore set,

10) North 57°43'54" East 122.00 feet to the point of beginning hereof.

CONTAINING 8.8328 acres (384755 square feet) of land, more or less

BEING that tract or parcel of land conveyed by Donald William Bonnett and Margaret Bohlen Bonnett to Donald William Bonnett and Margaret Bohlen Bonnett and Margaret Anne Bonnett by a deed dated December 6, 1997 as recorded among the land records of Harford County in Liber CGH 2612, folio 858 and by subsequent deeds by Donald William Bonnett and Margaret Bohlen Bonnett to Margaret Anne Bonnett by deeds dated January 10, 1998, January 2, 1999, December 3, 2008, January 8, 2009, January 3, 2010, April 18, 2011, March 5, 2016 and January 31, 2017 and as recorded among the land records of Harford County in Liber CGH 2622, folio 559, Liber CGH 2918, folio 194, Liber JJR 8010, folio 478, Liber JJR 8067, folio 061, Liber JJR 8521, folio 312, Liber JJR 9163, folio 474, Liber JJR 11718, folio 137 and Liber JJR 12233, folio 294, respectively.

THE FOREGOING PARTICULAR DESCRIPTION is intended for the purpose of annexation the described property to the corporate boundaries of the City of Havre de Grace and not for the purpose of conveyance of the real property.

THIS PARTICULAR DESCRIPTION was prepared under the responsible charge of Vincent X. Nohe, a Registered Professional Land Surveyor in the State of Maryland. My current license expires August 8, 2020.



1 **ANNEXATION RESOLUTION NO. ____**

2 **(Charter Amendment — First 2019 Annexation)**

3
4 **A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE,**
5 **MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF THE MARYLAND**
6 **CONSTITUTION, ARTICLE XI – E AND THE PROVISIONS OF THE ANNOTATED**
7 **CODE OF MARYLAND, LOCAL GOVERNMENT ARTICLE SUBTITLE 3:**
8 **AMENDMENT OR REPEAL OF CHARTER, AND SUBTITLE 4: ANNEXATION**
9 **AUTHORIZING THE LEGISLATIVE BODY OF A MUNICIPALITY TO ANNEX**
10 **PROPERTY EXTENDING THE BOUNDARIES OF THE MUNICIPALITY UPON A**
11 **PETITION FOR ANNEXATION, AND AMENDING THE CITY CHARTER,**
12 **SPECIFICALLY APPENDIX A OF THE HAVRE DE GRACE CHARTER BY ADDING**
13 **“SUBSECTION A.33 THE FIRST 2019 ADDITION TO THE CITY BOUNDARIES,”**
14 **ALONG WITH THE LEGAL DESCRIPTION OF THE ACRES OF LAND WHICH WILL**
15 **ENLARGE THE BOUNDARIES OF THE CITY OF HAVRE DE GRACE TO INCLUDE**
16 **THE LAND OF 1921 PULASKI HIGHWAY CONSISTING OF A TOTAL OF 8.83 ACRES**
17 **MORE OR LESS.**

18 WHEREAS, the requisite owners of the later described land herein have either petitioned
19 for or consented to the annexation of their land into the corporate boundaries of the City; and

20 WHEREAS, the land subject to this annexation resolution is eligible for annexation since
21 the land is contiguous and adjoining the existing corporate boundaries of the City, and the
22 annexation will not create an unincorporated area bounded on all sides by: (i) property presently
23 within the corporate limits of the City; (ii) real property proposed to be within the corporate limits
24 of the City as a result of the proposed annexation; or (iii) any combination of such properties; and

25 WHEREAS, the owners of not less than twenty-five percent (25%) of the assessed value
26 of the real property to be annexed have petitioned for or consented to the annexation and the
27 signatures on the petition have been verified and the petition meets the requirements of Section 4-
28 404 of the Local Government Article of the Annotated Code of Maryland; and

29 WHEREAS, The Mayor and City Council of Havre de Grace, Maryland have previously
30 adopted an Annexation Plan for the Property subject to this Annexation Resolution pursuant to
31 City of Havre de Grace Resolution No. 2019-____; and

32 WHEREAS, The Mayor and City Council of Havre de Grace, Maryland have determined
33 that the annexation of the 8.83 acres of land more or less, located at 1921 Pulaski Highway as
34 more specifically defined herein (“Property”) is in the best interest of the health and welfare of
35 the citizens of Havre de Grace.

36 **NOW THEREFORE BE IT RESOLVED, ORDAINED, AND ENACTED BY THE**
37 **MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND AS FOLLOWS:**

1 SECTION 1. The Appendix to the Charter of the Mayor and City Council of Havre de
2 Grace, Maryland is hereby amended to add a new Subsection A.33 The First 2019 Addition to
3 the City Boundaries to read as set forth in the legal description attached hereto as Exhibit A and
4 incorporated by reference herein. ("Property").

5 SECTION 2. The Mayor and City Council of Havre de Grace, Maryland and the requisite
6 owners of the properties hereby annexed agree that the conditions and circumstances applicable to
7 the change in the boundaries of the City of Havre de Grace caused by this annexation and to the
8 property within the area hereby annexed are as provided in the applicable Charter provisions, laws
9 and ordinances of the State of Maryland and the City of Havre de Grace, except as follows:

10 (a) The Property is currently given a County zoning destination of Commercial
11 Industrial (CI) on the official zoning maps of Harford County. The zoning designation in the City
12 that the Mayor and City Council shall assign to the Property is Commercial (C) as defined in the
13 Havre de Grace Zoning Ordinance.

14 (b) City water and sewer service shall be provided to the Property hereby annexed at
15 generally applicable rates and pursuant to conditions generally applicable to other City-owned
16 properties within the corporate boundaries of the City of Havre de Grace at such time the Mayor
17 and City Council of Havre de Grace approve development of the Property. The cost to construct
18 any facilities necessary to provide water and sewer service to the Property shall be paid according
19 to the laws, rules, regulations and policies, specifications, standards and approvals (including state
20 and county, if any), existing or required at the time of construction, including any applicable
21 recoupment agreements authorized under the Annexation Resolution, and in accordance with the
22 Annexation Plan attached hereto and marked Exhibit B.

23 (c) The Mayor and City Council of Havre de Grace, Maryland acknowledge that a
24 legal description of the Property has been prepared by a professional engineer retained by the City.

25 (d) The terms and conditions of this Resolution are consistent with the Annexation
26 Policy of the Mayor and City Council of Havre de Grace, Maryland established by Resolution 97-
27 7 ("Annexation Policy"), a copy of which is attached hereto as Exhibit C.

28 SECTION 3. AND BE IT FURTHER RESOLVED that, promptly after the introduction
29 and first reading of this Resolution by the Mayor and City Council of Havre de Grace, Maryland,
30 the Director of Administration shall create a public notice, briefly and accurately describing the
31 proposed change and the conditions and circumstances applicable. The aforesaid notice shall be
32 published two (2) times at not less than weekly intervals in a newspaper or newspapers of general
33 circulation in the City of Havre de Grace and the area to be annexed, as the area to be annexed is
34 less than 25 acres. The aforesaid public notice shall state a time, not less than fifteen (15) days
35 after the fourth (4th) publication thereof and not less than 30 days after the Annexation Plan is
36 provided to the regional and national planning agencies, and the place within the City of Havre de
37 Grace at which a public hearing shall be held to consider public comment to consider this
38 Resolution. The public hearing may be continued or rescheduled in accordance with the
39 requirements set forth in Local Government Article of the Annotated Code of Maryland.
40 Immediately upon the first publication of the specified public notice, a copy of the public notice

1 and other relevant documents shall be provided to the Harford County Council, the Harford County
2 Executive, the Director of the Harford County Department of Planning and Zoning, the Planning
3 Commission of the City of Havre de Grace, and to any other regional or state planning agency
4 having jurisdiction over the property, including the Executive Director of the Baltimore
5 Metropolitan Council.

6 SECTION 4. AND BE IT FURTHER RESOLVED that, this Annexation Resolution
7 shall become effective forty-five (45) days after its enactment by the Mayor and City Council of
8 Havre de Grace, Maryland, provided this Resolution is read and passed by an affirmative vote of
9 a majority of the Council members present at a second reading of the Resolution at a regular City
10 Council meeting after the conclusion of the public hearing and any continuation thereof as
11 prescribed by the Local Government Article Section 4-407 of the Annotated Code of Maryland (as
12 amended) and also provided that a proper petition for referendum calling for an election related to
13 the annexation is not filed as permitted by law.

14 SECTION 5. AND BE IT FURTHER RESOLVED that, if any section, subsection,
15 paragraph, sentence, clause, phrase or word of this Resolution or its application to any person or
16 circumstances is held invalid by any court of competent jurisdiction, the remaining sections,
17 subsections, paragraphs, sentences, clauses, phrases, and words of this Resolution, or the
18 application of the provision to other persons or circumstances then in effect, shall continue in full
19 force and effect.

20 SECTION 6. AND BE IT FURTHER RESOLVED, by the Mayor and City Council of
21 Havre de Grace, Maryland, that the Director of Planning shall promptly register the original and
22 the new corporate boundaries of the City of Havre de Grace with the Clerk of the Circuit Court of
23 Harford County and the Department of Legislative Reference for the State of Maryland when this
24 Resolution takes effect.

25 SECTION 7. AND BE IT FURTHER RESOLVED, by the Mayor and City Council of
26 Havre de Grace, Maryland that the Mayor is authorized to enter into an Annexation Agreement
27 with the recommendation of the Director of Planning, the Director of the Department of Public
28 Works, and the City Attorney to implement the purposes of this Annexation Resolution.

29 SECTION 8. AND BE IT FURTHER RESOLVED, that the Mayor is authorized to enter
30 into a Public Works Agreement with the recommendation of the Director of the Department of
31 Public Works and the City Attorney, to implement the purposes of this Annexation Resolution.

32 ATTEST:

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

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38 Patrick Sypolt
39 Director of Administration
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By: _____
William T. Martin, Mayor

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Date Introduced: October 7, 2019
Date of Public Hearing: November 18, 2019
Date of Second Reading and Adoption, Enacted: November/December 2nd, 2019
Effective Date (50 days after adoption): ~~†~~ January 21st, 2020
List of Exhibits
Exhibit A: Legal Description
Exhibit B: Annexation Plan Resolution 2019-_____
Exhibit C: Annexation Policy Resolution 97-7

EXHIBIT C

RESOLUTION NO. 97-7

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE,
MARYLAND ESTABLISHING AND ADOPTING A POLICY ON ANNEXATION**

WHEREAS, The Mayor and City Council of Havre de Grace, Maryland adopted an update of the City's Comprehensive Plan on May 6, 1996; and,

WHEREAS, the Comprehensive Plan established a vision for the orderly growth and development of the City of Havre de Grace; and,

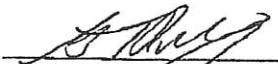
WHEREAS, the annexation of land adjacent to the City of Havre de Grace was part of the vision for the orderly growth and development of the City of Havre de Grace as described in Chapters 3 and 4 of the Comprehensive Plan; and,

WHEREAS, further guidance was needed to ensure orderly growth and development occurs in the areas to be annexed by the City.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND THAT:

1. An Annexation Policy consistent with the Comprehensive Plan's vision is hereby established and adopted by the Mayor and City Council of Havre de Grace, Maryland;
2. Said adopted Annexation Policy shall be attached as Exhibit A to this Resolution; and
3. Said Annexation Policy shall be effective as of the date of this Resolution's passage.

ATTEST:


STANLEY T. RUCHLEWICZ, DIRECTOR
DEPARTMENT OF PLANNING

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE, MARYLAND


PHILIP J. BARKER, MAYOR

DATE: 8/18/97

ANNEXATION POLICY

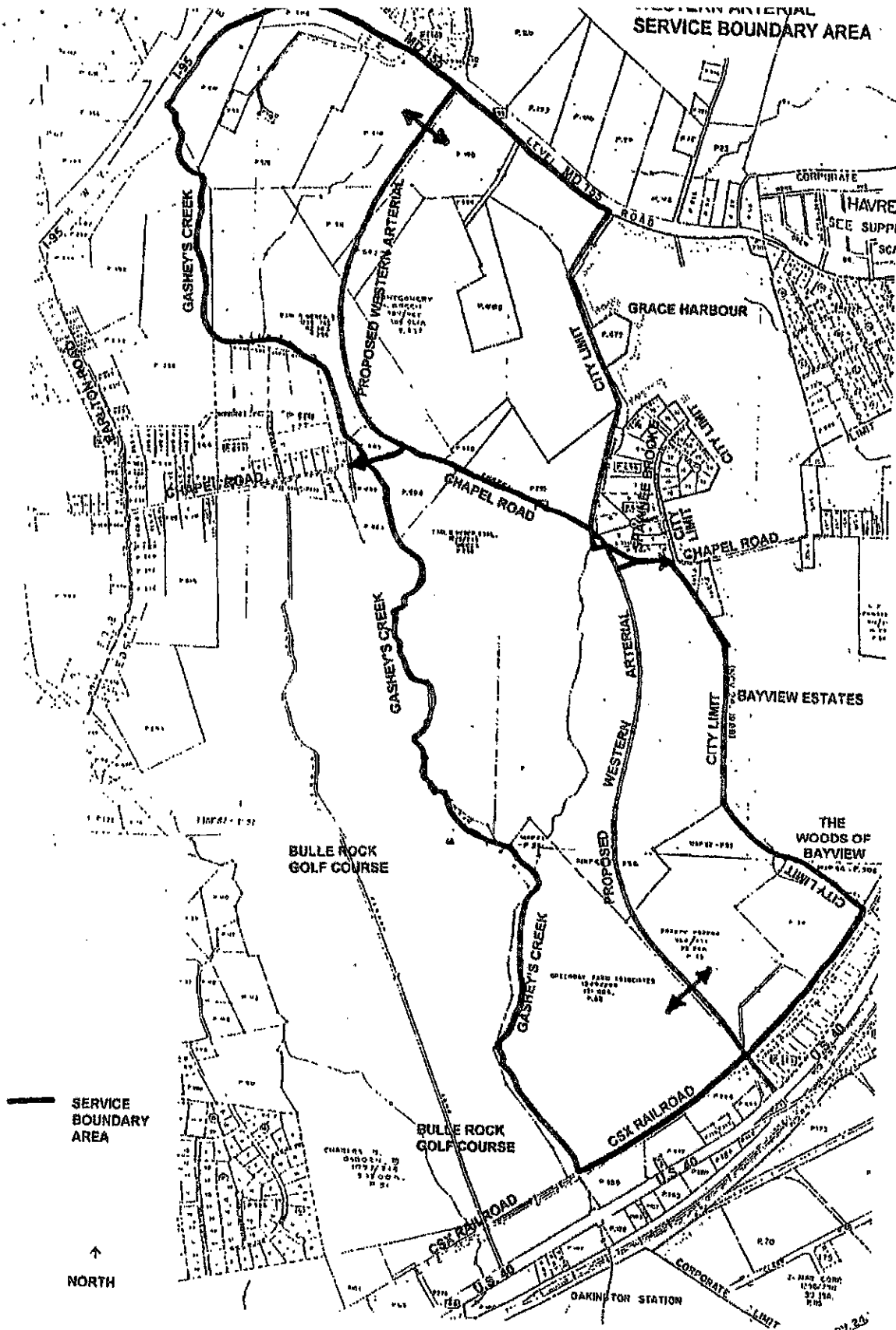
It is the Annexation Policy of the Mayor and City Council of Havre de Grace, Maryland to:

1. Consider all annexation requests which meet the legal criteria of the State of Maryland under Article 23A, Section 19 of the Annotated Code of Maryland and all guidelines established by the Mayor and City Council for annexation, including consistency with the City's Comprehensive Plan.
2. Encourage the annexation of all areas contiguous to the City which would eliminate the appearance or creation of enclaves. This is not to be interpreted as giving this type of annexation priority over areas which are contiguous but do not appear to be creating or eliminating enclaves.
3. Give priority to annexation requests which will increase the City's commercial or industrial base and generate employment opportunities for the residents of City.
4. Grant an abatement of City real property taxes for areas to be annexed, on a case by case basis, up to the difference between the combined City and County property taxes for a property located in the City and those taxes that would be paid to the County if the property remained solely in the County until such time that:
 - a. Water and sewer service is available for connection at the annexed property, or
 - b. One of the following activities has occurred:
 - 1) In cases of annexation where the land will remain a single parcel, the abatement shall cease when any development or construction permit is issued for other than an accessory activity or structure in support of the existing land use on the property.
 - 2) In cases of annexation where a subdivision of land will occur, the abatement shall cease when the final subdivision plat is approved by the Planning Commission.
5. Connect all areas to be annexed to City water and sewer service upon its availability at the property as a condition of annexation.

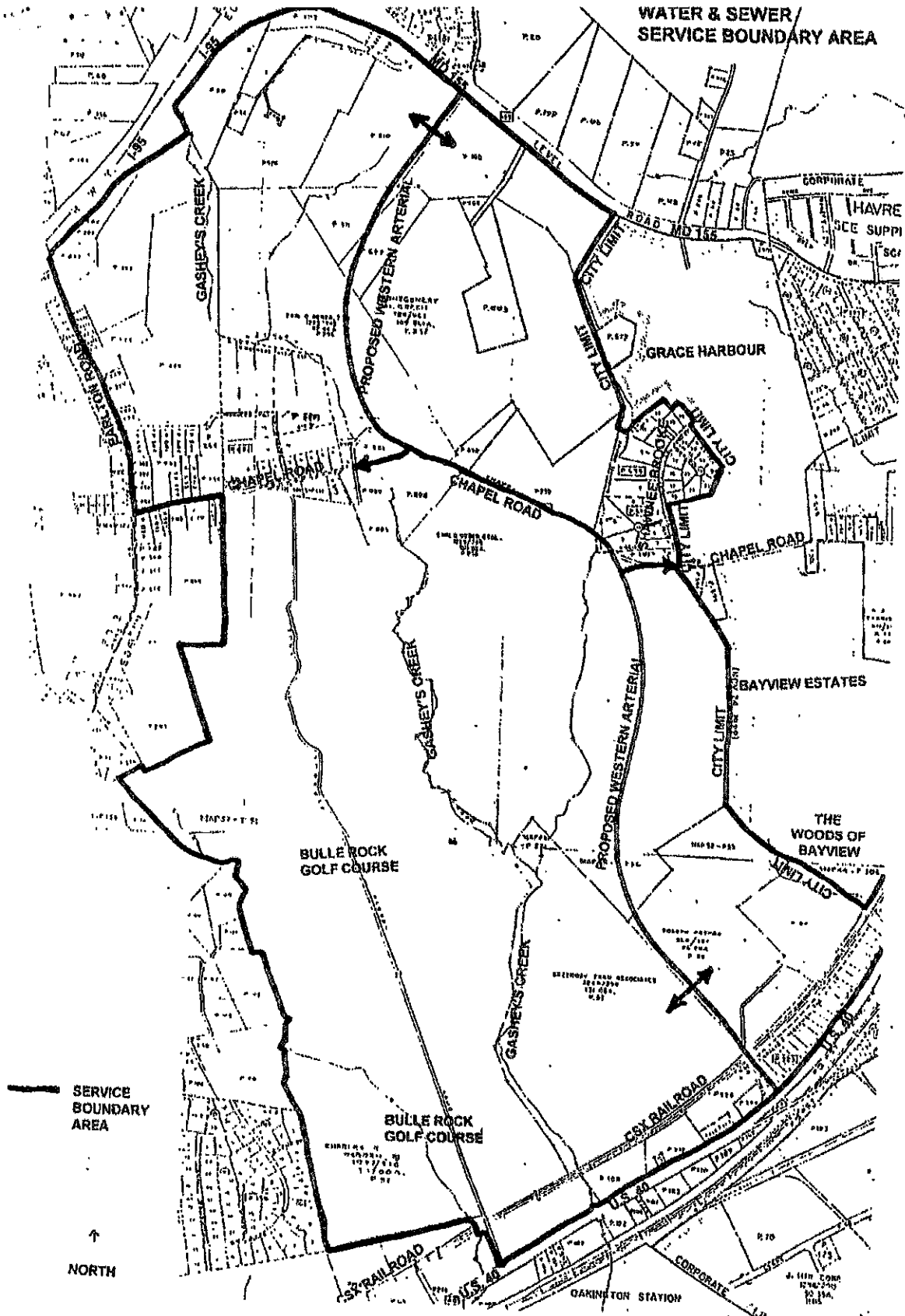
6. Require all applicants seeking annexation to complete a Request for Annexation application, which includes all of the legal requirements placed on annexation requests by Article 23A, Section 19 and the items described on the Annexation Checklist described in the Comprehensive Plan, and review said application for consistency with the Comprehensive Plan. The Annexation Checklist shall not be generally applicable to single lot annexations of less than 2 acres.
7. Advise applicants for annexation to the west of the current City boundary, and within the following designated Service Boundary Areas, that when development commences on the property proposed to be annexed, they or subsequent owners of said property shall be required to participate in a cost-sharing program to cover the costs of providing a right-of-way for and the construction of the proposed western arterial as well as upgrading the City's water and sewer facilities to allow for access and water and sewer services to their annexed property and any other foreseeable annexation sites.
 - a. This cost-share program may include the contribution of land, money or a combination of both to accomplish the construction of the western arterial and the upgrading of the necessary water and sewer facilities, such as, but not limited to, main water and sewer plant expansions, new pumping stations or upgrade of existing ones, new storage facilities, and new transmission lines which exceed the necessary capacity for the proposed project to allow for subsequent annexation opportunities beyond the property. These are above the conditions normally established in the City's Public Works Agreement.
 - b. Service Boundary Areas
 - 1) Western Arterial - Gashey's Creek, CSX Railroad, existing City limits and I-95/MD 155 (See attached Map #1).
 - 2) Water and Sewer - Same as Western Arterial Service Boundary Area plus Bulle Rock golf course, Shawnee Brooke, properties on the west side of Route 40 and development along Chapel and Earlton Roads (See attached Map #2).

Adopted 08/18/97

WESTERN ARTERIAL
SERVICE BOUNDARY AREA



WATER & SEWER
SERVICE BOUNDARY AREA



Ordinance No. _____

**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 73: FIREARMS.**

BE IT ORDAINED, that the Mayor and City Council of Havre de Grace make the following amendments and additions to the City Code Section 73-1, with additions shown by underscore and deletions shown by ~~strikeout~~:

Chapter 73. Firearms

§73-1. Discharge of firearms prohibited; exceptions.

It shall be unlawful for any person to fire or cause to be fired any firearm, rifle, shotgun, pistol, pellet gun or gun of any kind within the corporate limits of the City of Havre de Grace, except:

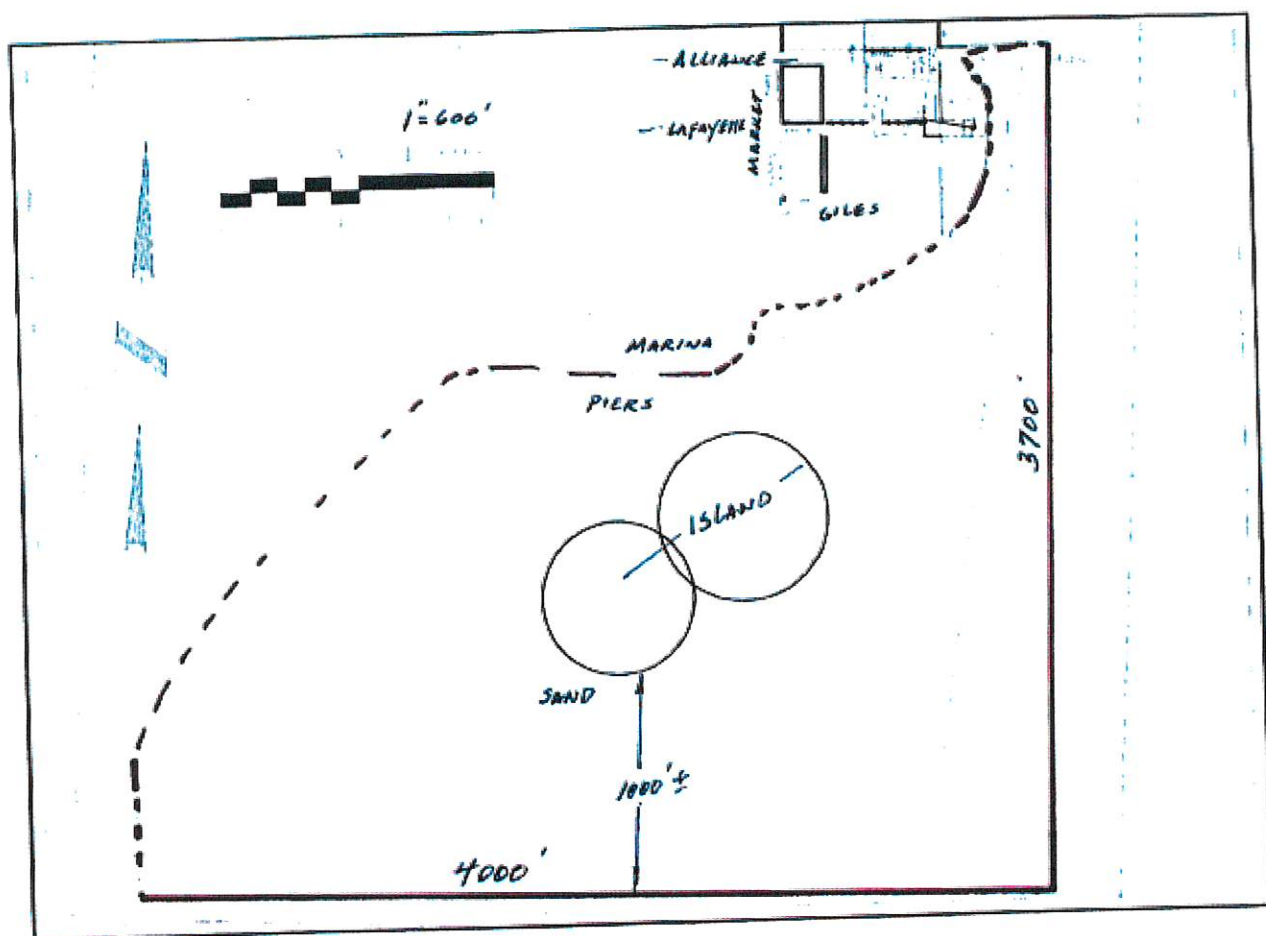
(a) on approved firing ranges; or

(b) while waterfowl hunting as may be permitted by state or federal regulatory agencies in those water-bourne areas on the southern side of Tydings Park Island depicted in Exhibit A to this Code section, which areas of the Susquehanna River and Chesapeake Bay were annexed by the City of Havre de Grace as part of the Tydings Park Island annexation; or

(c) on property annexed into the City if such property at the time of annexation was an operating farm or agricultural business and continues to be used for farming operations or agricultural business after the annexation; and

(i) such firearm is limited to a twenty gauge shotgun (using birdshot ammunition; slugs are not permitted) which shall not be discharged within one hundred and fifty (150) yards of any residential dwelling or building designed for human occupancy or school regardless of whether such building or school is on abutting or adjacent property; and

(ii) the person intending to use a shotgun for farming or other agricultural business purpose first notifies the City Police Department prior to the discharge of any shotgun.



Event Title: HHS Homecoming Parade

Organization Information:

Host Organization: Havre de Grace High School

Business Address: 700 Congress Ave

On Site Contact: Dena Cardwell (PTSA Secretary)

Contact Information: Phone 443-876-6591 Email cdssacardwell@yahoo.com

The onsite contact must be at the event the entire duration to include set-up and break-down.

Organization Status:

Is the Host Organization a Havre de Grace 501 C3? ☒ Yes ☐ No

Non-Profit? Tax ID # _____

If the Host Organization is not a Havre de Grace Non-Profit, please provide additional details below:

Narrative: (Details of Event)

Please provide a detailed narrative and/or timeline of your event including a description of activities within your event. This narrative and/or timeline will assist us in the services we provide. You may attach an addendum.

Homecoming Parade from Hutchinson Park to HHS
on Oct 11, 2019

Parade would start @ 5:45
line up will start @ 4:30

Admission Amount (if any): N/A

Event Category:

☐ Athletic/Recreation

☐ Concert/Performance

☐ Festival

☐ Carnival

☒ Parade

☐ 5K/10K/Walk

☐ Rally

☐ Other, Explain _____

☐ Fishing Tournament

Anticipated Attendance: 100

Date/Time:

If this is a multi-day event, please attach a detailed summary with applicable dates and times.

Setup Date 10/11

Time 3:30-4pm

Event Starts Date 10/11

Time 5:45

Event Ends Date 10/11

Time 6pm

Rain Date Date: N/A

Time: N/A

Applicant Initial: [Signature]

City Representative Initial: [Signature]

Location:

___ Millard Tydings Memorial Park ☒ Frank Hutchins Park / ~~Tent~~ down Congress to HHS
___ David Craig Park ___ Concord Point Park
___ McLhinney Park ___ K-9 Cody Dog Park

Other location, please explain: _____

☒ Yes ___ No Does your event require road closures?

If so, please provide an explanation and attach a map of intersections and street names.

ONLY need intersections on congress blocked
for parade to pass

___ Yes ☒ No Will your event require no parking signs which includes handicap parking? If yes, please describe or provide an attachment of your plan.

Event Site Plan:

Your event site plan should be submitted to include:

- The location of fencing and/or barrier and/or barricades. Indicate any removable fencing for emergency access.
- The location of first aid station and/or ambulances.
- The location of all stages, tents, canopies, portable toilets, trash containers/recycle containers, beer gardens, vendors, controlled admission areas and any other temporary structures or activities.
- Generator locations and/or source of electricity.
- Placement of vehicles or trailers.
- Exit locations for outdoor events that are fenced.
- Other related event components not listed above.
- If you are erecting tents on City property, you must notify Miss Utility 7 days prior to the event due to underground electric lines.

Recycling:

In 2015, the State of Maryland enacted legislation that required all organizers of special events to provide recycling services when events include:

- Temporary or periodic use of a public street, publicly owned site, facility, or park,
- Serve food or drink

Applicant Initial: 

4 of 6

City Representative Initial: 

- Expected to have 200 or more persons in attendance.

Food Concessions/Vendors

☐ Yes ☒ No Will there be food concessions/vendors?

It is your responsibility to contact the Health Department for the appropriate permit. It is your responsibility to remove (take with you) cooking oils and greases when your event is over.

Alcohol:

☐ Yes ☒ No Will there be alcohol sold at your event?

☐ Yes ☒ No Will there be alcohol given away at your event?

It is your responsibility to contact the Harford County Liquor Board for the appropriate permit. The City MUST have a copy of the approved permit from the liquor board.

Please describe your security plan to ensure the safe sale and distribution of alcohol at your event. Include how event attendees of legal drinking age will be identified.

Security:

☐ Yes ☒ No I acknowledge, that I have contacted the Havre de Grace Police Department- Police Services Commander to discuss concerns regarding safety and security during the event.

Gambling:

☐ Yes ☒ No Will there be raffles, 50/50 and other gambling?

It is your responsibility to contact the Harford County Sheriff's Department for appropriate permit? The City MUST have a copy of the approved permit from the Sheriff's Department.

Electrical Needs:

☐ Yes ☒ No Will you need City electrical connections?

If yes, please attach an electrical site plan that includes the layout of extension cords, generators and anticipated amperage draw.

Water:

☐ Yes ☒ No Will you need City water supply? If yes, please explain:

Parking:

☐ Yes ☒ No Will your event involve the use of a parking and or shuttle plan? If yes, please describe or provide an attachment of your plan.

Applicant Initial: 

City Representative Initial: 

Entertainment and Related Activities:

Medical Plan:

Please describe your medical plan including the number of first aid staff and/or first aid stations within the perimeter of your event, your communication plan and types of resources that will be at your event for medical emergencies.

None needed

Signage:

Event promotion signs can be posted no earlier than 21 days prior to the event and they are to be removed within 48 hours after.

Affidavit:

The Applicant agrees to defend, indemnify and hold harmless the City of Havre de Grace, its agents, representatives, officials and employees, from and against any and all claims, damages, losses and expenses (including but not limited to attorney fees, court cost, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from the acts, errors, mistakes, or omissions of the Applicant, its agents, employees, contractors, subcontractors, customers, invitees, guests or other persons doing business with the Applicant, in connection with the Special Event described in this Application, provided that such claims, damages, losses and expenses are attributable to bodily injury or to injury to or destruction of property.

I have read and understand all of the attached policies and will abide by all policies, rules, regulations, and conditions as written. I understand that the special permit is not transferable to any other individual or group.

Print Name of Event Organizer

Dena Cardwell

Title

HHS PST Secretary

Signature

Dena Cardwell

Date

9/16/19

Received by

SS

City Official

Date:

9/18/19

Notification: Internal Use Only:

- ☒ DPW _____
- ☒ PD _____
- ☒ Ambulance Corps _____
- ☒ SHCO _____
- ☒ Impacted Museums _____

Ap

Initial:

SS

Event:	HHS Homecoming Parade	Tracking ID:	101120005
Dates:	10/11/19		
Time of set up:	3:30-4:30		
Take down time:	6:00 PM		
Time of actual event	5:45-6pm		
Location:	Hutchins Park to Congress Ave		

Number of personnel	Regular Pay (Hours)*	Overtime Pay Hours*	Average Regular Salary	Total Estimated Hours	Total Estimated Labor Cost	Materials Cost	Materials (Description)	Total Cost
								\$0.00

PD

Notes

This event will be handled by School Resource Officers.

Number of personnel	Regular Pay (Hours)*	Overtime Pay Hours*	Average Regular Salary	Total Estimated Hours	Total Estimated Labor Cost	Materials Cost	Materials (Description)	Total Cost
				0	\$0.00			\$0.00

DPW

Notes

No Parking signs the day before.

Grand Total	0	0	\$0.00	0	\$0.00	\$0.00	See above	\$0.00

*Note: Normal salary includes fringe benefits; OT salary is 1.5 times average salary