



COUNCIL MEETING AGENDA

December 16, 2019

7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Opening Prayer: Pastor Bo Van Dyke – Christ the King Church
5. Approval of the Minutes:
 - A. City Council Minutes December 2, 2019
 - B. Canvasback Drive Public Input Session Minutes November 20, 2019
 - C. Capital Improvement Input Meeting Minutes November 14, 2019
6. Comments from Citizens on Agenda Items:
7. Recognitions: None
8. Presentations: None
9. Appointments:
 - A. Tree Commission – (CM Boyer)
 - i. Morgan Jones
 - B. Arts Commission – (CM Zinner)
 - i. Lou Ann Swam – Re-Appointment
 - C. Board of Elections – (CP Glenn)
 - i. George Deibel – Re-Appointment
 - ii. Nancy Bratcher - Re-Appointment
10. Oath of Office: (Administered by Mayor Martin)
 - A. Havre de Grace Tree Commission
 - i. Morgan Jones
11. Resolutions:
 - A. A Resolution for Public Referendum for the Water and Sewer Capital Infrastructure Financing: (CM Martin)

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO SECTION 34, 38 AND 39 OF THE CITY CHARTER AND THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND APPROVING THE LANGUAGE OF A BALLOT QUESTION CONCERNING THE PROPOSED FUNDING FOR THE WATER & SEWER FUND CAPITAL INFRASTRUCTURE IMPROVEMENT REQUIREMENTS TO BE PLACED ON THE SPECIAL ELECTION BALLOT ON FEBRUARY 4, 2020.

12. Ordinances:

- A. Ordinance No. 1026 an ordinance concerning Commercial Corridor Mixed Use: 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 IX, C COMMERCIAL DISTRICT, BY ADDING SECTION 205-39 TO PERMIT MIXED USE DEVELOPMENT IN THE C COMMERCIAL DISTRICT.

13. Old Business: None

14. New Business:

- A. Budget Amendment 2020-05 (CM Robertson)
B. Closed session to re-appoint Chief of Police (CP Glenn)

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

- A. Motion to approve reappointment of Chief of Police

17. Business from Council:

- A. Council Member Ringsaker
B. Council Member Robertson
C. Council Member Zinner
D. Council Member Martin
E. Council Member Boyer
F. Business from Council President Glenn

18. Comments from Citizens

19. Adjournment



December 2, 2019
Public Hearing Proceedings

Public Hearings on Ordinance No. 1026 Amending City Code Chapter 205 Zoning Article IX, Permit mixed use development in the C Commercial District, was called to order by Mayor Martin at 7pm.

Council Members Present: CP Glenn, CM Robertson, CM Ringsaker, CM Boyer, CM Martin and CM Zinner.

Public Hearing Ordinance 1026

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 IX, C COMMERCIAL DISTRICT, BY ADDING SECTION 205-39 TO PERMIT MIXED USE DEVELOPMENT IN THE C COMMERCIAL DISTRICT.

Comments from Citizens:

Joseph F. Snee Jr. 112 S. Main Street, Bel Air, MD

Comments from Council:

CM Martin – On PG 3 Heal City. He will place information in the Read File for his comments on this.

Public Hearing on Ordinance No. 1026 Closed at 7:03pm

December 2, 2019
Council Meeting Proceedings

The regular meeting of the Mayor and City Council was called to order on December 2, 2019 at 7:04 pm with Mayor Martin presiding.

Council Members present: CP Glenn, CM Robertson, CM Ringsaker, CM Boyer, CM Martin and CM Zinner

The Pledge of Allegiance was recited, and opening prayer was given by Pastor Jim Sterner.

CM Martin moved to approve the Council Meeting minutes of November 18, 2019 Seconded by CM Boyer. Motion carries 6-0.

CM Zinner moved to approve the Closed Session Minutes of November 18, 2019 Seconded by CM Boyer. Motion carries 6-0.

No comments were made by citizens on agenda items.

Student of Month Recognitions were presented to:

Hazel Halsey – Havre de Grace Elementary School
Madeleine Maas – Meadowvale Elementary School
Arianna Taylor – Havre de Grace Middle School
Nick Bowers – Havre de Grace High School

Resolution No. 285 concerning annexation was presented for second reading and adoption –CM Ringsaker made a motion to introduce on second reading. CM Martin seconded. Motion carried 6-0. A motion to adopt was made by CM Ringsaker and seconded by CM Boyer. Motion carried 6-0.

Ordinance No. 1024 concerning firearms was presented for second reading and adoption – A motion to introduce on second reading was made by CP Glenn and seconded by CM Ringsaker. Motion carried 6-0. A motion to adopt by CP Glenn and seconded by CM Ringsaker. Motion carried 6-0. CM Ringsaker made a motion to amend the wording of Ordinance 1024. Seconded by CM Robertson. Motion carried 6-0.

CP Glenn made a motion to suspend the rules and make Ordinance 1024 effective immediately upon the Mayor's signature. Seconded by CM Ringsaker. Motion carried 6-0

Old Business – None

New Business- Special Events - presented by Patrick Sypolt:

River Sweep – Lower Susquehanna Heritage Greenway, Inc. Event to take place April 25, 2020. CM Robertson made a motion to approve the event; seconded by CM Martin. Motion carried 6-0.

Gravity 2020 Youth Festival to take place May 30, 2020. CM Robertson made a motion to approve the event; seconded by CM Ringsaker. Motion carried 6-0

Directors Report:

Patrick Sypolt: Director of Administration- Provided dates of upcoming events in Havre de Grace which are available on the tourism website at www.explorehavredegrace.com.

Mr. Shane Grimm: Deputy Director of Planning- Grace Town Inn demolition has been completed. December 9th at 6:30pm Planning Commission will meet in Council Chambers at City Hall to review a Car Wash at Ontario and Ohio Streets

Ms. Erika Quesenbery Sturgill: Director of Economic Development- Absent due to illness

Mr. George DeHority: Director of Finance- Public Service Announcement a reminder to citizens that the second installment of your tax bills are due by the end of this month. The current financial condition of General Fund 1, Water/Sewer Fund 9 and Marina Fund 8 were presented by Mr. DeHority.

Mr. Tim Whittie: Director of the Department of Public Works - Alliance Street plans, Bob Ward Project has been approved. Phase III the Storm Water Project begins this week on December 3rd. A Special thank you to John Allen and crew for all his work on the Christmas Lighting.

Captain Joe Alton: Havre de Grace PD- No shave November raised \$3,100 to be donated to Prostate Cancer Research, in honor of CP Glenn. The Polar Bear Plunge event is our next fundraiser and the proceeds will be donated to Special Olympics.

Business from Mayor Martin

At the last Council meeting CP Glenn made a motion to instruct the Mayor to instruct the administration to prepare an agenda item to formally vote on a referendum for the bond bill the council is seeking for a special election. We are working to set a date which will be announced at the December 16th council meeting. To make citizens aware we will send postcards out to all residents of this special election. The special election referendum will be ready for Council at the next Council meeting. We are looking to have this election in January or early February. We will have the date finalized at the next meeting. We want to take advantage of the April bond rate is the reason we are pushing for a January election.

The City of Havre de Grace is decorated for the holiday season.

This Thursday, Friday and Saturday, December 5, 6 and 7, The Havre de Grace Independence Day Commission will be hosting the Holiday Tree Jubilee at La Banque de Fleuve a collection of about 50 uniquely decorated holiday trees donated by local businesses and originations are available for purchase by silent auction.

Thursday, Dec 5 from 6pm to 9pm will start the Jubilee off with a reception.

The Holly Jolly First Friday Parade will start at 6pm on December 6th. Vendors will be present and it will be a great event.

Mayor Martin was happy to share a video recorded by WMAR 2 News highlighting our new Veterans Only parking spots throughout the city.

Business from Council:

Council Member Martin: CM Martin asked that we please take the time to remember a recovering U.S. Soldier this holiday season. Send a Card To: A Recovering Soldier C.O. Walter Reed Army Medical Center 6900 Georgia Ave NW Washington, DC 20307-5001. CM Martin shared with resident's points of contact for Veterans in Crisis Hotline along with local suicide prevention hotline contact information. Harford County Mobile Crisis Team, please reach out if you need help. A referendum to go to the Bond Market to obtain funding for water and sewer capital improvement projects. The city and the water and sewer commission are willing to meet with any group that would like to have a presentation done concerning the bond bill coming out.

Council Member Boyer: CM Boyer Thanks the Scholars who came out tonight. CM Boyer recognized St. James AME Church in their 170th Anniversary. CM Boyer was thankful for all the volunteers involved in the Community Thanksgiving Dinner which was a fabulous event. They make Thanksgiving special for many and a real blessing.

Council Member Ringsaker: CM Ringsaker said the Planning Commission will meet Monday in Council Chambers; the Wage and Benefit Meeting will be held December 18th at 7:30pm at city hall in the conference room. CM Ringsaker encouraged people to participate in the Take a Kid Hunting when you get a chance. We want to get the next generation out there to preserve our heritage.

Council Member Robertson: CM Robertson announced the Budget and Finance Committee will meet on December 3, at 5:30pm in the small conference room at city hall; The Youth Commission will meet December 26, at 7pm in the Back Office. CM Robertson asked that we support Shop Small Saturday

Council Member Zinner: Giving Tuesday is tomorrow, please remember many charities could use your donation. The Independence Day Commission, Arts Commission and Historic Preservation Commission will not be meeting this month but will resume meetings in January.

Council President Glenn: CP Glenn's thanked the Havre de Grace Police Department for their support in the funds raised to be donated to Zero in his name. CP Glenn thanks the many involved in the community

Thanksgiving Dinner. He enjoyed the Upper Bay Counseling Thanksgiving Day Dinner, It was a great day. CP Glenn feels the SHCO and all First Responders are providing outstanding support at the highest levels and he thanks them for all they do. CP Glenn sent out a letter in response to the Hospital. He heard back from only Delegate Steve Johnson. He hopes for the day we can sit down and discuss this vitally important issue further. CP Glenn made a motion to amend the minutes from the prior council meeting which resumed after the closed session which included a vote by council. Seconded by CM Robertson. This vote was witnessed by City Attorney April Ishak as a 6 – 0 vote. Council voted on this amendment to the minutes, motion carried 6-0.

No Comments were made from Citizens or Council.

Adjournment:

A motion was made by CP Glenn and seconded by CM Ringsaker to adjourn at 8:59 pm. Motion carried 6-0
Video recording of the City Council Meeting may be viewed online through Harford Cable Network.

Respectfully Submitted by,
Resa Laird



City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078

410- 939-1800

WWW.HAVREDEGRACEMD.COM

DATE: November 20, 2019

6:31 p.m. Council Chambers, City Hall

711 Pennington Avenue, Havre de Grace, MD 21078

Public Input Session concerning Traffic Signage/Controls along Canvasback Drive

Patrick Sybolt, Director of Administration – recording.

Purpose: To gather public input from citizens regarding their concerns for the removal of stop signs along Canvasback Drive.

Mayor, City Council and City Staff Present: Mayor William T. Martin; Council President Glenn; CM Ringsaker; CM Zinner; CM Boyer; Steve Gamatoria, CoS; Tim Whittie, Dir. of Public Works and Captain Jonathan Krass.

Minutes: Mayor Martin greeted those in attendance and gave a brief history of the use of stop signs throughout the City, some placed arbitrarily. Mr. Whittie, the City Traffic Engineer, was tasked with determining where stop signs are needed and where they are not. The Mayor went on to say that the administration is interested in the citizens' concerns and idea. Council President Glenn echoed the Mayor's sentiments.

1st Citizen: Questioned what was the justification for removing the existing stop signs along Canvasback Drive? Is removing a 4-way stop a positive step with regards to public safety?

CM Ringsaker stated that he stopped at the stop signs in question every day.

Tim Whittie stated that one issue, which is a constant, is speeding on Canvasback Drive, according to the Street Traffic and Safety Committee. Stop signs are not employed as traffic calming devices. The signs currently in place were placed there without the appropriate traffic study. One Federal highway study states that a false sense of safety occurs as a result of stop signs which can lead to greater tragedy. None of the five criteria outlined in traffic design manuals were met as it relates to those signs employed along Canvasback Drive. A true, unbiased traffic study needs to be performed to determine what, if any, traffic control devices are warranted.

1st Citizen: I understand the argument for a traffic study, but based upon personal observation, the removal of the existing signs will not help.

Tim Whittie, stated that stop signs do not help with speeding, but perhaps narrowing the road visually with striping may have a positive effect on reducing speed.

CP Glenn suggested rumble strips.

Tim Whittie went on to say that another alternative could be the employment of mini round-about or bump-outs with mountable curbs.

1st Citizen: I strongly recommend incorporating some of your other suggestions in addition to keeping the stop signs in place.

2nd Citizen: A former Councilmember was the reason that the stop signs were installed in the first place. There was never a traffic study performed. I am not in favor of a traffic study, because whomever pays for the study gets the results that they are looking for. I was originally opposed to the stop signs but they have been there for twenty years so leave them alone. The complaint is speeding. Where are the police? Keep police in the subdivisions and enforce speeding.

3rd Citizen: You can spend the money on a study and get the results you want. If you remove the stop signs you will have a similar situation that you do on Chapel Road – the Chapel Road Speedway. 99.9% are speeding on Chapel Road. I would like to install a stop sign along Chapel Road just to slow them down. I see people passing school buses on the right. The school bus situation is very important. People just don't care. We do not have police enforcement for speeders on Chapel. So we expect that if you remove the stop signs the same will occur on Canvasback Drive.

4th Citizen: I live near Blue Bill and Canvasback and I do have a police presence and they pull a lot of people over for running the stop sign. If you remove the stop sign the traffic speed will increase. The stop signs do help.

5th Citizen: Read letter (see attached letter from 717 Ruddy Ct.) Then commented that they are concerned that the City is acting in an arbitrary fashion by removing the stop signs without first performing a traffic study to support a final solution. They recommend performing a study as it currently is then proceed from there. The grade proceeding to Canvasback and Snow goose is steep and with limited visibility. People cannot cross the street at Snow goose without a stop sign in place due to limited visibility. It is the responsibility of government to provide public safety. Removing the stop signs will make our community less safe.

Mayor: Nothing has been done yet and we won't make a bad situation worse. Everyone's comments matter and I thank you for your input.

CP Glenn: Thank you to everyone that came out to speak. One thing is for sure, if they are using Canvasback Drive as a cut-through then they are using Grace Manor Drive as a cut-through too. I hope when we make a final decision it takes everything into account.

Captain Krass: The average speed at Canvasback is 31 mph. He cited other statistics from the "speed spy".

Mayor: The Street Traffic and Safety Committee initiated this request. I owe them a conversation. Thanks again everyone for your input.

Adjournment: Meeting ended at 7:20 p.m.

No additional meeting was scheduled.



City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078

410- 939-1800

WWW.HAVREDEGRACEMD.COM

DATE: November 14, 2019
6:00 p.m. Council Chambers, City Hall
711 Pennington Avenue, Havre de Grace, MD 21078

Public Input Session concerning Capital Improvement Projects for Water and Sewer Infrastructure
Patrick Sypolt, Director of Administration – recording.

Purpose: To gather public input from citizens regarding capital improvement projects for water and sewer infrastructure and the funding mechanism to cover the forecasted expenses totaling 15 million dollars over three to five years.

Mayor, City Council and City Staff Present: Mayor William T. Martin; Council President Glenn; CM Ringsaker; CM Zinner; CM Boyer; CM Martin; CM Robertson; Tim Whittie, Dir. of Public Works and George DeHority, Dir. of Finance.

Minutes: CP Glenn read a statement: Tonight's public in-put session is intended for the Council to listen and take into consideration those comments made by our citizens as it relates to the Fund 9 Capital Improvement Plan for infrastructure throughout the City and the means which such improvements may be funded. Citizen comments will be limited to between 5 and 8 minutes.

1st Citizen: I don't see any other means to accomplish the public safety issue of the W&S fund than with a bond. Public safety should be addressed by the General Fund as opposed to the Enterprise Fund. I am curious about the 18% of water loss throughout the system.

2nd Citizen: Have you developed a plan? Are there any grants available?

CM Martin: We cannot count on grants. I will get you a copy of the CIP. We are looking at a worst case scenario. We don't have the capability to take it all down at once.

3rd Citizen: What is the priority? Is it selling water to Aberdeen? Getting revenue would be great.

CP Glenn: We are waiting on Harford County.

3rd Citizen: Let's not wait on Harford County.

Tim Whittie: We have begun moving forward with engineering and design for the construction of a transmission line between Aberdeen and Havre de Grace.

Mayor: There is an existing transmission line, owned by the County and we have asked permission to utilize the line while I was being constructed and the County said no. As such, it will take time while the new line is put into place and it is part of the CIP.

3rd Citizen: What about the water tower at Bulle Rock?

Tim Whittie: It will take approximately two years to complete the repairs of the interior coating and welds. It is our responsibility.

3rd Citizen: Regarding the 18% water loss, do we have our crews out looking for the losses? There is a gully near the reservoir that appears to remain wet most of the year. I like the CIP package.

4th Citizen: Can I get a copy of the CIP. What is the City's bond rating?

George DeHority: The City will use the State's bond rating which is Triple A.

4th Citizen: What appears to be causing the 18% water loss?

George DeHority: Increases in the number of water line breaks and the size of the lines is our primary suspicion.

4th Citizen: Reason given by the County for not permitting our using their line?

CP Glenn: They told us that they didn't want to co-mingle water even though we have sent our water through their line for more than 30 years.

4th Citizen: Any projections for new hook-ups and what are the numbers?

George DeHority: We budget for 60 hook-ups per year.

4th Citizen: Have you had a discussion with the County concerning a water authority?

Mayor: That concept was reviewed by the County and municipalities and was rejected.

3rd Citizen: We share social pages, nobody disagrees with the plan. Perhaps the each Council Member needs to get on social media to generate support. I'm afraid that the referendum will not pass. Get out on social media and stir it up.

2nd Citizen: When Mayor Montgomery was in office there was talk of sending our sewage to Aberdeen in trade for our water.

5th Citizen: I appreciate what everyone has done. The plan is on the web site. I agree that it has to get done. As a property owner it is my responsibility to make certain of infrastructure but the consumer needs to be responsible for usage. I suggest placing the question on the ballot asking the people to choose between a bond or a special assessment tax.

6th Citizen: The CIP is difficult to find, it needs to be easier to locate on the web site.

CP Glenn: Thanks to all the citizens that have attended tonight's meeting and commented.

CM Martin: Echoed the CP's comments and thanked everyone. Then made motion to adjourn.

Adjournment: Meeting ended at 6:40 p.m.

No additional meeting was scheduled.

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3 RESOLUTION 2019-____

4 A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF HAVRE DE
5 GRACE, MARYLAND, PURSUANT TO SECTION 34, 38 AND 39 OF
6 THE CITY CHARTER AND THE LOCAL GOVERNMENT ARTICLE OF
7 THE ANNOTATED CODE OF MARYLAND APPROVING THE
8 LANGUAGE OF A BALLOT QUESTION CONCERNING THE PROPOSED
9 FUNDING FOR THE WATER & SEWER FUND CAPITAL
10 INFRASTRUCTURE IMPROVEMENT REQUIREMENTS TO BE PLACED
11 ON THE SPECIAL ELECTION BALLOT ON FEBRUARY 4, 2020.
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15 **WHEREAS**, the Mayor and City Council have considered a financial plan to
16 fund capital improvements for the City's water and sewer infrastructure; and

17 **WHEREAS**, the Mayor and City Council commissioned Black & Veatch, a
18 leading US based global engineering consulting and construction firm to
19 perform a comprehensive study of the City's water and sewer infrastructure,
20 including a forecast of the renewal and replacement requirements for the water
21 and sewer infrastructure, and aligning the existing Capital Improvement Plan
22 with a financial plan; and

23 **WHEREAS**, the Water and Sewer Commission analyzed the Black and
24 Veatch Study, performed public out-reach sessions, developed financial models
25 and alternative financial options that were more conducive to the water users,
26 than the Black and Veatch Study; and

27 **WHEREAS**, the Water and Sewer Commission recommendations for a
28 path forward was presented to the Mayor and City Council on February 19th,
29 2019; and

30 **WHEREAS**, the Mayor and City Council held three "Open Public Work
31 Sessions" and one "Open Public Input Session" and has determined that it is in
32 the best interest of the City, that debt financing is required to address the costly
33 and sorely needed infrastructure repairs:
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BALLOT QUESTION

The City of Havre de Grace, upon the recommendation of the Water and Sewer Commission, has proposed a plan for the financing of improvements to the City of Havre de Grace's water and wastewater systems. This plan includes the improvement and replacement of distribution and collection systems that are obsolescent and/or failing. Under this plan, the City may issue bonds upon the full faith, credit and unlimited taxing power of the City of Havre de Grace with a face value not to exceed \$15,000,000.00 over the next five years. The City may pay back the bonds plus interest at a rate not to exceed 4.0% over the term of up to 25 years from issuance of the bond proceeds. Do you give the City permission to solicit proposals and ascertain options to issue bonds, whether by public or private sale, and to issue bonds (and obtain any necessary interim financing) on the terms and conditions stated above?

YES _____

NO _____

Ordinance No. 1026

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 IX, C COMMERCIAL DISTRICT, BY ADDING SECTION 205-39 TO PERMIT MIXED USE DEVELOPMENT IN THE C COMMERCIAL DISTRICT.

WHEREAS, the Mayor and City Council desire to encourage mixed used development on commercial corridors in the City, and;

WHEREAS, the Mayor and City Council desire to allow and encourage multifamily residential uses as part of a mixed use development in the C/Commercial District.

NOW THEREFORE, BE IT ORDAINED, AS FOLLOWS:

1. Article, IX Section 205-39 shall be added as follows, with words shown **bold underlined** to be added and those shown ~~[bracketed with strikeout]~~ to be deleted;

§ 205-36.1 Commercial Corridor Mixed Use

A. **Purpose. This intent of this section is to provide opportunities for developments to mix multifamily residential uses with retail trade, service and institutional uses, with an emphasis on creativity, quality design, and in close proximity to mass transit within the C/Commercial District.**

B. **Objectives.**

- (1) **To create a mix of commercial and residential uses within a single structure or within multiple structures, where all related structures, parking and open spaces are designed to function as a cohesive and integrated site.**
- (2) **Encourage harmonious and coordinated development of sites, considering the existing natural features, bicycle, pedestrian and vehicular circulation and compatibility with surrounding uses.**
- (3) **Encourage development that is of excellent design and architecture with a mix of uses that contribute to the revitalization of commercial corridors.**

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47 **C. Eligibility.**
48

- 49 (1) A minimum parcel area of 5 acres must be established. Parcels may be combined
50 to establish the minimum parcel area.
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52 (2) A mixed used development must be served by City water and sewer.
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54 (3) A mixed use development shall have direct access to either US Route 40 or MD
55 Route 7.
56

57 **D. Permitted uses. All uses permitted within the C/Commercial district shall be allowed in**
58 **a mixed use development except those expressly prohibited in Subsection E.**
59

- 60 (1) The Planning Commission may approve any commercial or institutional uses not
61 listed in the C/Commercial District as part of a mixed use development.
62
63 (2) In approving any use that is not principally or conditionally permitted, the Board
64 shall find that the proposed use will not be detrimental to, or adversely impact the
65 residential uses within the development.
66
67 (3) Multifamily residential units shall comprise no more than 75% of the gross floor
68 area when a mix of commercial and residential uses are proposed within the same
69 building.
70
71 (4) If standalone commercial buildings are proposed, the commercial component shall
72 be a minimum of 5,000 square feet, or 15% of the building footprint of all
73 multifamily residential buildings, whichever is greater.
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75 (5) Commercial uses may be located within the first floor of a multifamily residential
76 building or within separate buildings.
77
78 (a) If a developer proposes to utilize a multifamily residential building for
79 commercial uses, the exterior of the commercial space must be finished and
80 the interiors must be finished to the point of being able to obtain a Certificate
81 of Occupancy for the multifamily residential portion of the building.
82
83 (b) If a developer proposes standalone commercial buildings, the pad site(s) for
84 the commercial buildings must be rough graded and stabilized with utilities
85 extended to the pad site prior to the issuance of a Certificate of Occupancy for
86 any multifamily residential building within the development.
87
88 (6) Hotels are permitted in a mixed use development and do not count towards the
89 percentage of commercial use.
90

91 **E. Prohibited Uses.**

- (1) Adult entertainment activities or related businesses;
- (2) Automotive and other vehicle repair, services, and gas stations.
- (3) Commercial equipment repair and rental.
- (4) Industrial uses.
- (5) Uses that store or ship flammable liquids or hazardous materials.
- (6) Convenience stores.
- (7) Any establishment engaged in the sale of tobacco, or those businesses commonly referred to as vape shops.
- (8) Restaurants with drive through windows.
- (9) Mini-warehousing or mini-storage.
- (10) Liquor stores.
- (11) Any methadone clinic or medical marijuana dispensary
- (12) Pawn shops or secondhand merchandise shops.
- (13) Any other activity or use determined by the Director of Planning to be incompatible with residential activities and/or to have the possibility of adversely affecting the health or safety of residents within, or adjacent to a mixed use project because of the potential for the use to create excessive dust, glare, heat, noise, noxious gasses, odor, smoke, traffic, vibration, or other impacts, or to be unreasonably hazardous because of materials, processes, products or wastes.

F. Density. The residential density within any mixed use project shall not exceed 15 units per gross acre.

G. Site design.

- (1) The project shall provide a unified arrangement of buildings, service areas, parking, open spaces and landscaped areas.
- (2) Site design shall incorporate elements that foster community interaction, such as outside plazas and eating areas, ponds or fountains, public art or other amenities that generally serve the public.
- (3) The mixed use development may include the subdivision of individual building sites or the creation of lease spaces for freestanding buildings. The project shall function

139 as a cohesive commercial center with pedestrian linkages between the buildings and
140 amenities, as well as linkages to adjacent parcels and the public right-of-way.

141
142 (4) The architecture, site design, lighting and signage shall incorporate consistent and
143 coordinated design and theme elements.

144
145 (5) Sidewalks shall be provided along the road frontage of each project when a project
146 is adjacent to undeveloped parcels or is adjacent to parcels that have existing
147 sidewalks along the road frontage. Provisions shall be made to allow for internal
148 pedestrian connections to adjacent parcels where appropriate.

149
150 H. Building Design Standards. An architectural rendering of the building facade and
151 elevations of the structures shall be submitted to the Department of Planning as part of
152 the Site Plan approval process. The architectural renderings submitted with the
153 application for Site Plan approval require approval by the Planning Commission. The
154 rendering shall demonstrate how the project will meet the following standards and
155 objectives:

156
157 (1) Emphasis should be placed on enhancing the appearance of the commercial
158 corridor through innovative building design utilizing a range of colors, textures and
159 materials to break up the monotony often found in large commercial and
160 multifamily residential buildings.

161
162 (2) Building Exterior. At least 3 of the following categories of architectural features
163 shall be incorporated into street-facing facades:

164
165 (a) Porches or porticos

166
167 (b) Balconies

168
169 (c) Dormers

170
171 (d) Gables

172
173 (e) Bay or bow windows

174
175 (f) Door and Window Ornamentation which may include surrounds, pediments,
176 lintels and sills, hoods, and/or shutters.

177
178 (g) Rooftop treatments such as cupolas or balustrades.

179
180 (3) The roof pitch of new residential buildings shall range between 7:12 and 12:12. The
181 roof pitch of porches, wings and other projections shall equal or exceed that of the
182 lowest pitch of the principal roof.

183
184 (4) No exterior stairways shall be visible from a public street.

- 185
186 (5) At least 30% of the surface area of each building façade shall be brick, natural stone
187 or faux stone veneer.
188
189 (6) Individual balconies shall not span more than 1/3 the length of the façade. Balconies
190 that face an interior driveway, or which are not visible from a street, are exempt
191 from this requirement.
192
193 (7) Street-facing facades shall include offsets in the wall plane to break down the mass
194 of residential buildings into smaller units:
195
196 (a) For every 40 feet of horizontal wall plane, there must be façade variations of
197 at least 2 feet in depth and 6 feet in width.
198
199 (b) For every 120 feet of horizontal wall plane, there must be façade variations of
200 at least 8 feet in depth and a total of at least 24 feet in width.
201
202 (8) For every 40 feet of horizontal roof plane (measured at the roof eave) on street-
203 facing facades, a gable, dormer, or other change in roof plane must be provided.
204
205 (9) A minimum of three different and significantly contrasting colors shall be used on
206 all façades of a building.
207
208 (10) The use of split face concrete block is prohibited for use in the construction of any
209 building within a mixed use development.
210
211 (11) The Planning Commission may approve building designs that do not meet the
212 specific requirements of Subsection H, if the developer proposes innovative designs
213 that are consistent with the spirit and intent of Subsection H and incorporate New
214 Urbanist and traditional neighborhood design principles.
215

216 I. Mechanical Equipment, Trash Receptacles and Loading Areas.
217

- 218 (1) Mechanical equipment is not allowed to be mounted above the roof surface, unless
219 architectural treatments fully obscure the equipment from horizontal view.
220
221 (2) Ground level mechanical equipment shall not be mounted above the ground
222 surface, and shall be obscured by fences or walls.
223
224 (3) Loading and Refuse/Recycling Areas. Commercial loading areas, recycling areas,
225 and refuse storage facilities for the commercial and other nonresidential uses shall
226 be located a minimum of 100-feet from residential units and shall be substantially
227 screened from view from the residential portion of the project. Where appropriate,
228 the project may provide for the shared use of recycling and refuse storage facilities.
229 Trash enclosures shall be obscured from view by a fence or wall at least 6 feet in
230 height.

- 231
232 (4) Commercial uses shall provide sufficient loading areas that do not interfere with
233 drive aisles or parking.
234

235 J. Building Placement and Orientation.
236

- 237 (1) The roof eave overhang of new residential buildings shall be at least 1 foot.
238
239 (2) Buildings shall be setback from arterial and collector roads a minimum of 60-feet.
240
241 (3) Rear and side yard setbacks shall be approved by the Planning Commission.
242
243 (4) A multifamily residential building shall be limited to 5 stories, including any
244 commercial levels.
245

246 K. Open Space.
247

- 248 (1) A minimum of 10% of the parcel shall be dedicated to open space within the project.
249 A total of 50% of the required open space shall be in the form of active open space.
250 This provision can be met through the installation of macadam based walking trails,
251 recreational courts, or similar amenities.
252
253 (2) The open space areas and amenities may be shown on a separate plan, or
254 incorporated as part of the landscape plan for approval by the Planning Commission.
255
256 (3) Bicycle racks shall be provided at or near the entrance to every building in the
257 project.
258

259 L. Parking.
260

- 261 (1) Mixed use developments shall comply with the parking standards set forth in
262 Chapter 122, Off-street Parking, for each residential and nonresidential use
263 included in the project.
264
265 (2) The Planning Commission may reduce the parking requirement for multifamily
266 units that are specifically designed to be occupied by senior citizens or the disabled.
267 Parking shall not be reduced below 1 space for one-bedroom units and 2 spaces for
268 all other units.
269
270 (3) Shared parking provisions. A portion of the required residential parking may be
271 provided on an adjacent property provided that:
272
273 (a) The underlying zoning of the adjacent property permits parking for the
274 principal use of the site being developed.
275
276 (b) There is adequate parking to meet the parking requirements for all uses
277 served by the parking.

- 278
- 279 (c) The shared parking area is located less than 300 feet from the entrance of the
- 280 primary building located on the site being developed.
- 281
- 282 (d) The shared parking area is subject to a shared parking agreement made
- 283 between current owners of the properties. The agreement shall be recorded
- 284 in the Land Records of the County. The agreement shall be reviewed and
- 285 approved by the City Attorney prior to recordation. All shared parking
- 286 agreements must also contain a provision for maintenance of the parking
- 287 area.
- 288
- 289 (e) The parking area must have safe vehicular or pedestrian access from the
- 290 shared parking area to the subject property.
- 291
- 292 (f) The required parking area shall be paved with an impervious surface.
- 293
- 294 (g) Parking for residential uses shall be clearly designated.
- 295
- 296 (h) The shared parking area shall have sufficient lighting to ensure safety for
- 297 pedestrians.
- 298

299 M. Lighting. A lighting plan shall be submitted at the time of Site Plan application for

300 approval by the Planning Commission.

301

- 302 (1) The plan shall provide a description of the type and location of lighting fixtures and
- 303 the light intensity and shielding provisions to be used.
- 304
- 305 (2) Lighting fixtures shall be compatible and consistent with the architecture of the
- 306 proposed buildings.
- 307
- 308 (3) Lighting shall be designed, installed and maintained in a manner not to cause a glare
- 309 or reflection on adjacent parcels.
- 310
- 311 (4) Dark sky lighting practices shall be utilized and specified on the lighting plan;
- 312 including the shielding and dimming of light fixtures.
- 313

314 N. Landscaping. A landscaping plan shall be submitted at the time of site plan application.

315

- 316 (1) Street trees or individual tree landscaping shall be provided at a ratio of 1 tree per
- 317 5 parking spaces.
- 318
- 319 (2) Street trees shall also be provided along all public roads and internal drives at a
- 320 ratio of 1 tree per 30-feet of road or driveway.
- 321
- 322 (3) All islands internal to the parking area shall be landscaped with street trees.
- 323

(4) Native trees that are 2-inch caliper at the time of planting shall be used for all street tree plantings. Street trees species shall be suitable for planting adjacent to sidewalks and approved by the Department of Planning.

(5) Foundation plantings shall be provided for all buildings.

O. Maintenance of Common Facilities. Where there is more than one (1) property owner with shared interest in maintaining common facilities related to lighting, fencing, signs, landscaping, stormwater management, shared parking, etc., a joint owner's association shall be formed and a maintenance agreement executed outlining the responsibilities and duties. The agreement shall clearly identify those individuals or entities obligated and responsible for maintaining the common facilities in accordance with the standards and requirements of this chapter and the conditions of any applicable permit. The agreement shall be subject to review and approval by the City Attorney.

P. Approval. The Planning Commission shall approve all site plans for a mixed use development in the C/Commercial District in accordance with Chapter 155 of the City Code.

In accordance with the provisions of the Maryland Ann. Code, Land Use Article, §4-203 and the City Charter, and so long as this ordinance is not vetoed by the Mayor, these amendments shall become effective on the date of the approval by City Council after the second reading, except that if the date of the 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.

ATTEST:

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

PATRICK D. SYPOLT
DIRECTOR OF ADMINISTRATION

WILLIAM T. MARTIN, MAYOR

First Reading: November 18, 2019
Public Hearing: December 2, 2019
Second Reading/Adoption: December 16, 2019



INTER-CITY MEMORANDUM

To: City Council President David W. Glenn
From: Mayor William T. Martin
Date: December 9, 2019
RE: Proposed Budget Amendment 2020-05

As part of the City's ongoing environmental restoration effort, we have entered into an agreement for Phase III of the Concord Point Stormwater Management project, see the attached Scope of Work.

The total project cost is \$445,000 and the City's contribution will be \$45,000, with \$400,000 coming from the Maryland Department of Natural Resources Chesapeake and Atlantic Coastal Bay Trust Fund. The City will fund its share of the project by transferring \$45,000 from the Bradford Green Remediation project. This project has undergone design changes and re-engineering that has resulted in savings from the initial estimate.

I am therefore requesting Council approve a transfer of \$45,000 from the Bradford Green Remediation project, Account 01-1251-7083 to the Concord Point Remediation project, Account 01-1251-7084. Additionally, I am asking Council to approve an increase of \$400,000 to the Concord Point Remediation project, for a total of \$445,000.

To fund the \$400,000 net increase, I am asking the Council to increase the DNR Grant revenue, Account #01-0001-48-96. Please note that all the net additional costs will be covered by the DNR grant.

Please contact George DeHority or Tim Whittie if you have any questions or require additional information regarding this amendment request.

Amendment # 2020-05

Account Number	Account Title	Amount
	General Fund 1	
01-0001-48-96	DNR Open Space Grants (C&ACBTF)	\$400,000.00
01-1251-7083	Bradford Green Remediation Project	\$45,000.00
	Total Sources	\$445,000.00

Account Number	Account Title	Amount
	General Fund 1	
01-1251-7084	Critical Area Remediation (Concord Pt)	\$445,000.00
	Total Uses	\$445,000.00

To record DNR TF Grant for Concord Pt Phase III.

City Council on 1/6/20.

MAYOR	_____	Date: _____
ADMINISTRATION	_____	Date: _____
FINANCE	_____	Date: _____

Attachment A
SCOPE OF WORK

Project Title:

Concord Point Stormwater Management – Phase III

Budget:

State (Trust Fund):	\$ 400,000.00
<u>Leveraged Funds:</u>	<u>\$ 45,000.00</u>
Total:	\$ 445,000.00

Funding Period:

September 19, 2019 – December 30, 2019
(spring 2019 planting ?)

Funding Recipient:

City of Havre de Grace

1. Abstract (4-5 sentences detailing the project(s) and outcomes):

This project involves daylighting a network of disconnected stormwater management pipes and converting the area into an 800 LF regenerative stormwater conveyance (RSC) located at the City of Havre de Grace Decoy Museum. This project is the final phase of a three-phased effort to achieve water quality improvement through a series of nature-based stormwater management practices at Concord Point located in the City of Havre de Grace.

2. Background

The drainage area of concern currently outfalls directly and untreated into the Susquehanna River. The drainage area includes 5.32 acres of impervious surface, releasing damaging amounts of Nitrogen, Phosphorus, sediment, and other toxic contaminants into the river during rain events. The historic drainage-way and wetland complexes have been altered through development overtime, virtually eliminating all habitat for native flora and fauna. The current stormwater drainage system is comprised of a network of drop structures, pipes, and outfalls that drain stormwater from the landscape as quickly as possible. This system is degenerative and will continue to fail over time as larger and more frequent storm events are experienced in the City, resulting in frequent storm event flooding and local water quality hazards.

The project will help to meet the following 2014 Bay Agreement goals:

- Vital Habitats (wetlands and stream health outcomes)
- Water Quality (WIP outcome)
- Climate Resiliency (climate adaptation outcome)
- Stewardship (citizen stewardship and local leadership outcomes)
- Public Access (public access site development outcome)
- Environmental Literacy (student outcome)

This phased approach to watershed-scale restoration in the City initially stemmed from collaboration between the Havre de Grace Maritime Museum and DNR Chesapeake and Coastal Service Staff.

3. Objectives, Responsibilities, and Deliverables

In Phase III, a regenerative stormwater conveyance (RSC) will be installed and designed to receive approximately 12 acres drainage, including just over 5 acres of impervious surface. Runoff will be captured via a curb opening and runoff diversions along the RSC, which extends approximately 800 linear feet. Proper implementation of the RSC requires reconfiguration of a gravel parking lot which will be pitched to direct flows appropriately. The completed RSC will have the added benefit of protecting the shoreline resiliency project downstream by providing a stabilized outfall and enhancing groundwater connectivity at the site.

City of Havre de Grace Staff will provide grant administrative services and will be responsible for all invoicing and reporting tasks associated with the project. The City will also be responsible for developing and coordinating public outreach efforts.

Phase III is expected to provide removal rates of 89.60 lbs/yr nitrogen, 5.85 lbs/year phosphorus, and 40.1 tons/year sediment. In total, the three phases of this project together will provide nutrient reduction rates of 211.92 lbs/yr nitrogen, 15.46 lbs/yr phosphorus, and 66.5 tons/yr sediment.

The City of Havre de Grace will be claiming all MS4/TMDL reduction credits associated with this project.

4. Performance & Compliance Monitoring Strategy

The City of Havre de Grace Maritime Museum facility is located directly adjacent to the project site and hosts a complete science lab capable of analyzing water quality samples, nutrient levels, and many other biological elements. This project will serve as part of the outdoor living classroom space and will be well-utilized in the museums educational programs.

5. Maintenance & Inspection Plan

The City of Havre de Grace will continue to work with the Maritime Museum, Decoy Museum, Concord Point Lighthouse and Keeper's House, and Citizens Against Trash volunteer groups to maintain the project. The City will also develop a maintenance plan and the project area will be incorporated into the City Park maintenance schedule.

6. Project List

Project Title	Description	Location (lat/long) Decimal degrees	2012 Leg district	8-digit watershed	Status (Design/Planning, Permit, Construction)	Estimated Cost	*Est Reductions	Deliverables (linear feet stream, acres wetland, treated impervious, etc.)
RSC	Dry Channel Regenerative Stormwater Conveyance	39.54034 -76.08676	34B	02120201	Construction	TF \$400,000 Leveraged \$45,000 Total \$445,000	89.60 lbs N; 5.85 lbs P; 40.10 tons Sed/TSS	800 LF

7. Timeline (*include design, permitting, construction*)

Project	2019						2020											
	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Construction																		
Planning																		
Maintenance																		

Reporting/Documentation Requirements:

Quarterly reports will be required to assure projects are on task to meet milestone target dates. Recipients will be asked to briefly report on project status, budgets, and identification of problems or other concerns. Reports will be due to Wesley Gould (wesley.gould@maryland.gov ; 410.260.8812) and/or an appointed designee in line with the following schedule:

Time Frame

July 15, 2019 – September 30, 2019
October 1, 2019 – December 31, 2019
January 1, 2020 – March 31, 2020
April 1, 2020 – June 30, 2020
July 1, 2020 – September 30, 2020
October 1, 2020 – December 31, 2020

Due Date

October 15, 2019
January 15, 2020
April 15, 2020
July 15, 2020
October 15, 2020
December 31, 2020 (FINAL)

Invoices with appropriate back-up documentation shall be submitted for the same time frames noted above unless prepaid expenses are approved.

Prepaid Expenses

Prepayment of expenses will be considered based on documentation of immediate need by the Grantee. All requests must be accompanied by a detailed list of proposed expenditures and shall include original correspondence from contractors to document requested prepayment. If provision of prepaid expenses is approved, receipts and back-up documentation must be submitted on a calendar-month basis. With exception of the final report and final invoice, calendar-month reports and prepayment back-up documentation is due by the 15th of the following month. (e.g. March 1, 2015-March 31, 2015 information is due April 15, 2015.) The Grantee will certify in the monthly report what work has been completed in relation to the approved scope of work. If contractor invoices do not include a term of work, the Grantee will certify the term of work. The Grantee will provide proof of payment to include date paid and check number (or voucher number).

Documentation and all proof of payment for the prepaid expenses must be submitted prior to submitting any further requests for prepayment or reimbursement. Failure to provide adequate back-up documentation for a prepayment will result in delays/reductions to future reimbursements.

A **final report** will be required at the end of the project period to provide a detailed summary of the outcomes/results, lessons learned, impact of the funding and next steps. This report should cover activities conducted over the entire project period and should be suitable for printing and sharing through media outlets (i.e. success story). **Photo documentation is required.**

The funding recipient shall not incur costs or obligate funds for any purpose pertaining to the operation of the project beyond the end date stipulated in the grant. The final invoice with appropriate back-up documentation shall be submitted to the Chesapeake and Coastal Service no later than **thirty days** after the end date of the grant.

BUDGET
(START through END)

After Grantee has been paid an amount equal to ninety percent (90%) of the funds initially allocated and approved for this grant, the Department of Natural Resources may withhold from payment an amount of not more than ten percent (10%) of the total grant amount, until satisfactory completion and submission by Grantee of all tasks described under this agreement.

Category	State	Documented Match	Total
Personnel		\$0.00	
Fringe Benefits		\$0.00	
Travel approx. @ \$0.56/mi.		\$0.00	
Field Supplies		\$0.00	
Supplies - Office Supplies		\$0.00	
Contractual	\$394,000 ¹	\$0.00	\$394,000 ¹
Other		\$0.00	
Administration (1.5%)	\$6,000.00	\$0.00	\$6,000.00
Total	\$400,000.00	\$0.00	\$400,000.00

¹Position(s): Rates are estimates. Actuals will be billed.

Position Title: Step/Grade:

Salary Amount: \$ Fringe %: Fringe Amount:

²Travel:

³Field Supplies:

⁴Supplies:

⁵Contractual:

Leveraged Funds:

The City of Havre de Grace will be providing \$45,000.00 in leveraged funds to the project. The leveraged funding will provide design for the stormwater management retrofit. These leveraged funds demonstrate local commitment to the project and will be a component of the Final Report; however, these funds will not be documented through invoices.

City of Havre de Grace procurement guidelines and procedures will be followed.

Signage, Publications, Videos and Acknowledgment of Grant Funding

In promotion of projects funded through the Chesapeake & Atlantic Coastal Bays Trust Fund (Trust Fund), grant recipients will acknowledge the Trust Fund on all signage, publications, videos, and other promotional materials. A State logo shall be present on materials created to promote projects funded through the Trust Fund. The appropriate logo can be obtained through the DNR Project Manager (wesley.gould@maryland.gov; 410-260-8812).

Sample language for signage and other promotional materials: "This project was funded completely or in part by the Maryland's Chesapeake & Atlantic Coastal Bays Trust Fund. For more information, visit <http://dnr.maryland.gov/ccs/Pages/funding/trust-fund.aspx>."

Guidelines for Proper Invoicing

Grantees shall submit, generally on a quarterly basis, all invoices and match (if applicable) to the Chesapeake and Coastal Service. **Time period on each invoice shall coincide with time period on backup documentation.** The format of the invoice shall mimic the format of the budget in this scope of work to the greatest extent possible. Each invoice shall include a summary sheet that breaks down expenditures by budget category. The summary sheet should include a salary and fringe breakdown to include grade/step, position, and number of hours worked multiplied by the appropriate hourly pay rate. Also, include all necessary backup documentation that will serve as verification for all expenditures listed on the summary sheet. The grant tracking number will be noted on all invoices. Examples of acceptable documentation for expenditures are listed below.

Appeals for advancement of funds, for the purpose of mobilizing implementation of the project components, will be considered on a project by project basis when need is

Match

Match, if applicable, shall be labeled as match and shall be documented in the same format as direct charges. Match shall be paid out at the same general rate as the Grant share. Match information shall be provided with each invoice submission for direct charges.

Modifications to the Scope of Work

The budget, scope of work, or schedule can be modified using the following guidelines and conditions:

1. Project managers may shift up to ten percent (10%) of their total project funds from one existing line-item (e.g. supplies, travel, etc.) to another, as long as it doesn't substantively modify the project's goals, objective, milestones or deliverables.
2. Prior approval from the DNR Agreement Representative is required to:
 - (a) Modify the project budget by more than ten percent (10%); OR
 - (b) Add a new line-item to the existing budget (e.g., add equipment or subcontractor to the budget); OR
 - (c) Provide a no-cost extension; OR
 - (d) Change the project's goals, objectives, milestones or deliverables.

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor



Charles C. Deegan
Chairman
Katherine Charbonneau
Executive Director

STATE OF MARYLAND
CRITICAL AREA COMMISSION
CHESAPEAKE AND ATLANTIC COASTAL BAYS

December 2, 2019

Ms. Dianne Klair
City of Havre de Grace
711 Pennington Avenue
Havre de Grace, Maryland 21078

Re: Concord Point Park, Stormwater Management – Phase 3
Critical Area Consistency Report

Dear Ms. Klair:

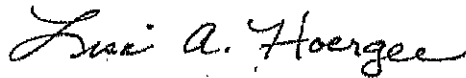
Thank you for forwarding the above-referenced project to this office per the requirements of COMAR 27.02.02 - State and Local Agency Actions Resulting in Development of Local Significance on Private Lands or Lands Owned by Local Jurisdictions. The City proposes to construct a regenerative stormwater conveyance in the Intensely Developed Area (IDA). It will be approximately 850 linear feet and provide treatment for a 12.55 acre drainage area. After reviewing the information provided in the consistency report and having performed a site visit, this office agrees that the project is consistent with the Havre de Grace Critical Area Program for the reasons outlined below.

- The project will result in disturbance of 1.98 acres within the Critical Area. The limits of disturbance consist of open grass field area and some forested area; non-native Alders will be removed and only vegetation necessary for grading will be impacted. The proposed planting plan exceeds the typical 1:1 mitigation ratio for these types of projects by providing a 2:1 mitigation ratio.
- There will be no additional lot coverage.
- There is no Critical Area stormwater management requirement.
- There are no impacts to any Habitat Protection Areas (HPAs), except for some areas of the Buffer where a drainage swale exists and will be enhanced by the project.

Ms. Klair
December 2, 2019
Page Two

Thank you for the opportunity to comment. Please forward the amended planting plan when it becomes available. Provided the scope of this project does not change, no further coordination with this office is required. Please telephone me at (410) 260-3478 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Lisa A. Hoerger".

Lisa A. Hoerger
Regulations and Mapping Coordinator

cc:

HG 608-19



City of Havre de Grace

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

410- 939-1800
410- 575-7043

August 13, 2019

Ms. Lisa Hoerger, Policy Coordinator
State of Maryland Critical Area Commission
1804 West Street, Suite 100
Annapolis, Maryland 21401

Dear Ms. Hoerger:

Please find the attached consistency report and digital engineering plans for Phase III of the Concord Point Stormwater Management Project for the City of Havre de Grace for your review. This project is being funded through the Department of Natural Resource Chesapeake & Coastal Service and will provide a second regenerative stormwater conveyance (RSC) within a 5.59 area parcel of publicly-owned land at the City's southern shoreline and heritage park area. Located between the Havre de Grace Maritime and Decoy Museums, the RSC will be constructed on the property in an existing swale that has a dysfunctional yard drain system in need of repair. This project will provide water quality benefits to a drainage area of approximately twelve acres of the City's street system stormwater, five of which are untreated impervious acres. This project is being designed and constructed by Underwood & Associates, an ecological restoration design/build company in Annapolis.

The project consists of a created stormwater channel which includes a series of step-pools with cobble weirs, a gravel/sand and wood chip mix underdrain system, and substantial native plant material. Runoff will be captured via a storm drain on Lafayette Street and runoff diversions along the RSC, which extends approximately eight hundred linear feet. Proper implementation of the RSC requires reconfiguration of a gravel parking lot which will be pitched to direct flows toward the conveyance. The completed RSC has the added benefit of stabilizing three hundred linear feet of shoreline and delivering clean base-flow to a valuable wetland. In addition, the Phase III project will connect via a walking pathway from the parking area to the Maritime and Decoy Museums and the City's Promenade. This project is intended to meet the Chesapeake Bay Restoration goals for improving vital habitats, water quality, and environmental literacy while contributing to climate resiliency and the City's stewardship of waterfront public access.

Please contact Ms. Stephanie Noye, MS-4 Permit Coordinator, with the Department of Public Works at Havre de Grace City Hall, 410-939-1800 ext. 1128 or stephanien@havredegracemd.com for any information related to this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Dianne Klair".

Dianne Klair, Planner
City of Havre de Grace

Cc: Shane Grimm, Deputy Director, Department of Planning
Tim Whittle, Director, Department of Public Works
Stephanie Noye, Department of Public Works

Consistency Report for Local Government Projects

Project Name: Concord Point Stormwater Management Project, Phase III	Jurisdiction: City of Havre de Grace
Project Description: The Phase III project consists of a regenerative stormwater conveyance (RSC) of approximately 800 LF to treat street system stormwater runoff of approximately 12 acre drainage area. The project is located on City-owned land between the Havre de Grace Maritime and Decoy Museums.	
Local Agency proposing project: Havre de Grace Department of Public Works and the Department of Natural Resources Chesapeake & Coastal Service Contact Name and Phone Number: Stephanie Noye, MS-4 Permit Coordinator, 410-939-1800, ext. 1128, stephanien@havredegracemd.com	
Project Location (include street address, tax map and parcel number): 100 Giles Street, Havre de Grace, Maryland 21078; Tax Map: 0802, Parcel: 1930	
Critical Area acreage and designation: Parcel is 5.59 Acres (243,500.40 SF); site is entirely designated IDA (Intensity Developed Area), Buffer Exempt Area (now modified buffer area)	

Project Data	
Existing forest/woodland/trees: ~ 30,000 SF	% of site: 12% of site
Proposed clearing: Removal of non-native alders	% of existing forest: 4%
Mitigation to be provided: 2:1 for tree removal plus additional natives for project benefit	
Planting location & species (also show on site plan): Sheet 9 (of 10) has plant schedule for native plant installation as part of this stormwater conveyance project.	
Existing lot coverage: ~ 29,245 SF	% of site: 12% of site
Proposed new lot coverage: No change; existing gravel driveway is being reconfigured	
Total lot coverage: same	% of site: same
If the % of lot coverage exceeds the permitted amount in the LDA or RCA, the project may need a Conditional Approval from the Critical Area Commission. Please contact your Commission planner for assistance.	
Total Area Disturbed: 1.98 Acres ((86,043.27 SF)	
Stormwater Management: (If site is in the IDA, the 10% worksheets must be attached. Otherwise, local stormwater requirements must be addressed.) NA; this project is a voluntary stormwater water quality system which is being implemented for TMDL benefits.	
Has project received local approval of SWM and sediment and erosion control plans? Yes	
Buffer impacts? Yes	Is project water dependent? No
If there are Buffer Impacts proposed and the project is not water dependent, the project may need a Conditional Approval from the Critical Area Commission. Please contact your Commission planner for assistance.	
Other Habitat Protection Areas:	
Colonial Nesting Waterbird site? Nearby, Tydings Island Waterfowl Staging Area? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Endangered / threatened species? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Forest Interior Dwelling Bird Habitat? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Anadromous Fish Propagation Waters? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Non-tidal Wetland Impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, MDE permit #: N/A	
Tidal Wetland Impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, MDE permit #: N/A	

In accordance with COMAR 27.02.02, we hereby certify that this local agency project is consistent with the requirements of the local Critical Area Program.

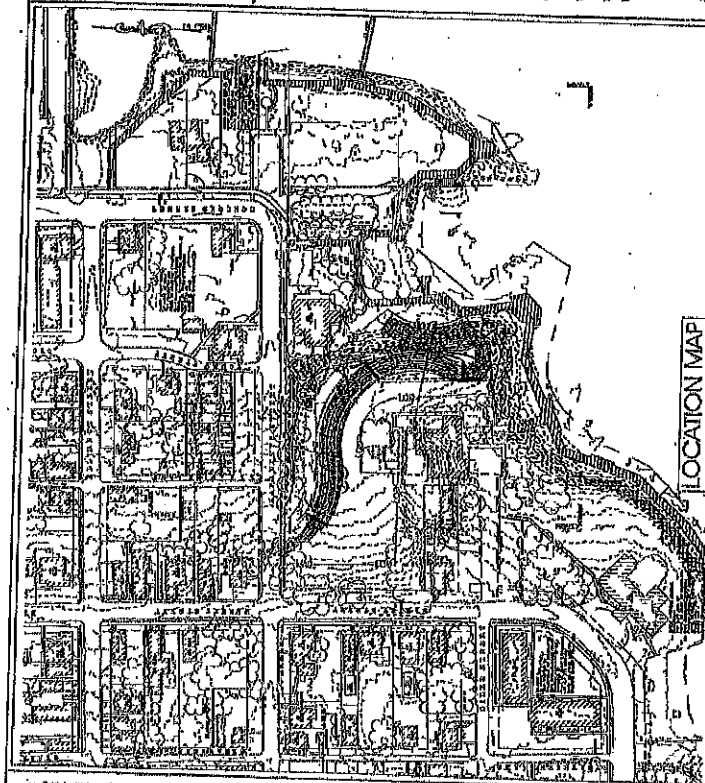
 (Signature)

Please sign above, attach the site plan to this report and submit to the Critical Area Commission at 1804 West St., Suite 100, Annapolis, MD 21401

CONCORD POINT STORMWATER MANAGEMENT PHASE 3 IMPROVEMENTS

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1	COVER SHEET
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SEQUENCE OF CONSTRUCTION

With the major completion of the site by 8-4 MONTHS AND CONSTRUCTION OF THE MAIN BUILDING, THE FOLLOWING SEQUENCE OF CONSTRUCTION ACTIVITIES WILL BE FOLLOWED BY THE PROJECT TEAM TO COMPLETE THE PROJECT. THE SEQUENCE OF CONSTRUCTION ACTIVITIES WILL BE FOLLOWED BY THE PROJECT TEAM TO COMPLETE THE PROJECT. THE SEQUENCE OF CONSTRUCTION ACTIVITIES WILL BE FOLLOWED BY THE PROJECT TEAM TO COMPLETE THE PROJECT.

1. SITE PREPARATION AND GRADING: The site will be cleared of any existing vegetation and structures. The ground will be graded to the required level, and any necessary drainage systems will be installed.

2. FOUNDATION WORK: The foundation for the building will be poured, including the main structural walls and any necessary retaining walls. The foundation will be reinforced with steel reinforcement bars (rebar) and concrete.

3. FRAMING: The structural frame of the building will be constructed, including the main walls, columns, and roof structure. The framing will be made of steel or concrete, depending on the design requirements.

4. ROOFING: The roof of the building will be installed, including the main roof structure and any necessary waterproofing. The roofing will be made of steel or concrete, depending on the design requirements.

5. INTERIOR FINISHES: The interior of the building will be finished, including the walls, floors, and ceiling. The finishes will be made of drywall, plaster, or other suitable materials.

6. EXTERIOR FINISHES: The exterior of the building will be finished, including the walls, roof, and any necessary landscaping. The finishes will be made of brick, stone, or other suitable materials.

7. UTILITIES: The utility systems for the building will be installed, including the electrical, plumbing, and HVAC systems. The utilities will be connected to the main service lines and the building's internal systems.

8. FINAL INSPECTION AND COMPLETION: The building will be inspected by the local authorities to ensure that it meets all the required codes and standards. Once the inspection is complete, the building will be ready for occupancy.

[illegible]

THE TO CONTRACTORS.

CONTRACTORS WILL BE RESPONSIBLE FOR COORDINATION OF THE CONSTRUCTION WITH THE CONSTRUCTION OF OTHER CONTRACTORS.

CONTRACTORS WILL BE RESPONSIBLE FOR:

- 1. NOTIFICATION OF AFFECTED CONTRACT LICENSEES
- 2. NOTIFICATION OF AFFECTED CONTRACT LICENSEES
- 3. NOTIFICATION OF AFFECTED CONTRACT LICENSEES

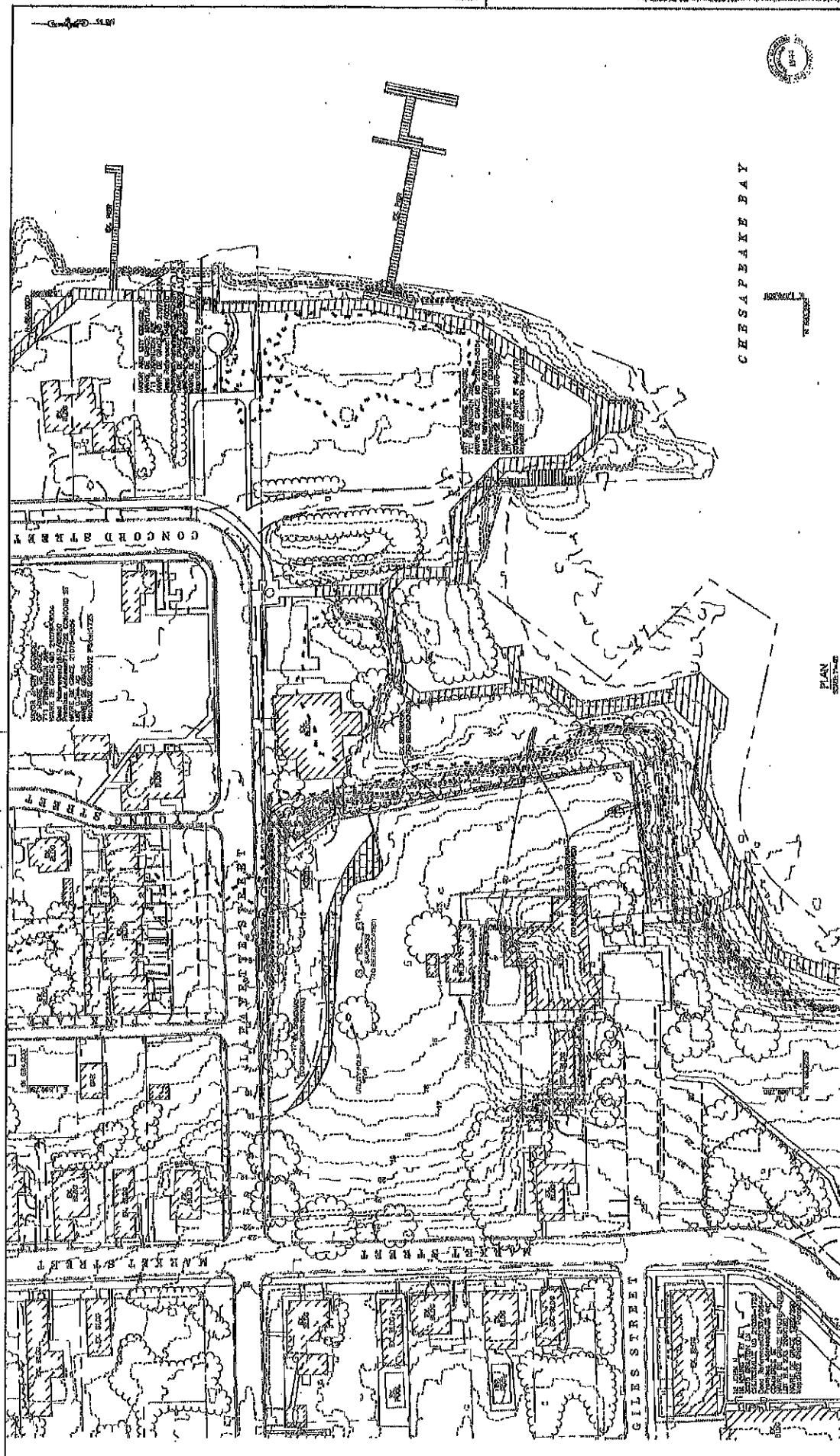
1944

PERMITS	PERMITS &
INTERIOR QUALITY SOIL CONSERVATION DISTRICT	2000

APPROVALS

[illegible]

DATE	DESCRIPTION	AMOUNT	CHECK NO.	BANK	REMARKS
10/1/19
10/2/19
10/3/19
10/4/19
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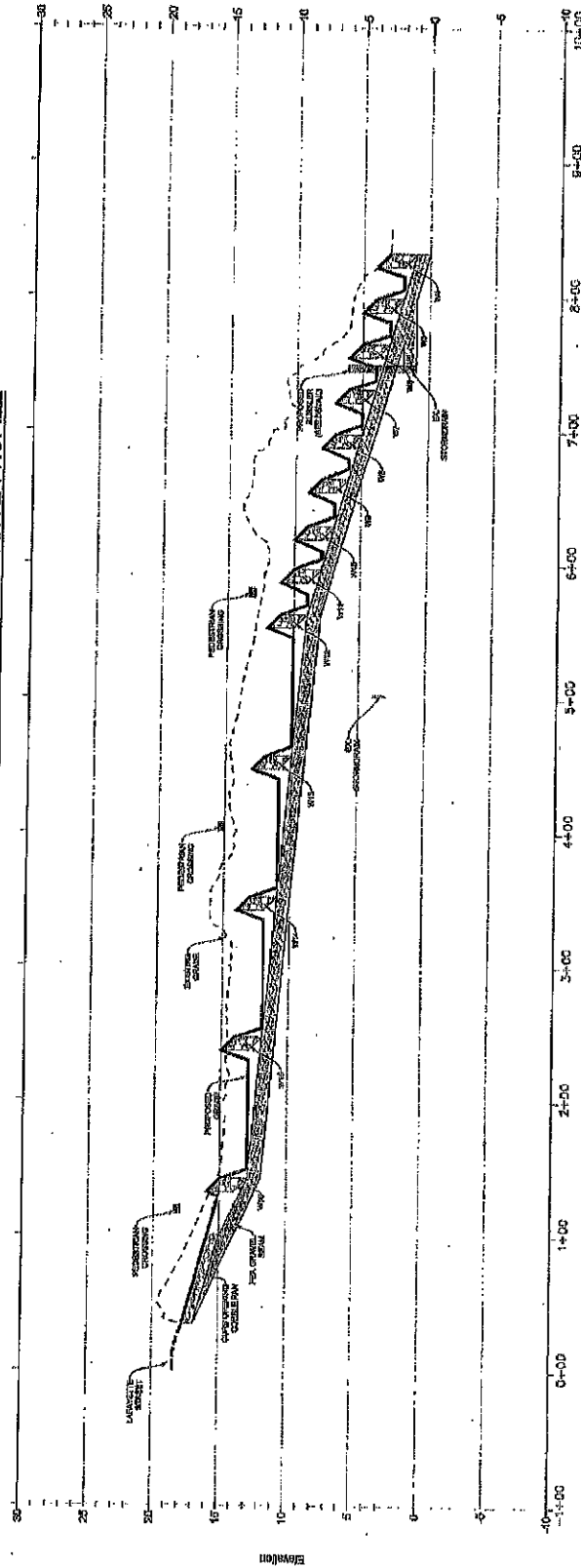


HARFORD COUNTY, MARYLAND EXISTING CONDITION	
DESIGNED BY DRAWN BY CHECKED BY APPROVED BY	CONTRACT NO. SCALE 1" = 40' SHEET NO. 2 OF 2 DATE 10/1/68
HENDERWOOD & ASSOCIATES ENGINEERS & ARCHITECTS 1000 W. BALTIMORE AVENUE, SUITE 100 BALTIMORE, MARYLAND 21201 PHONE (410) 524-1100 TELEX 154141 HENDERWOOD	



PLAN
SCALE 1" = 40'

CENTERLINE PROFILE



Notes

QUINERWOOD & ASSOCIATES
10000 15th Avenue North
Calgary, Alberta T2C 1A5
403-241-1111

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THE NATIONAL ARCHIVES



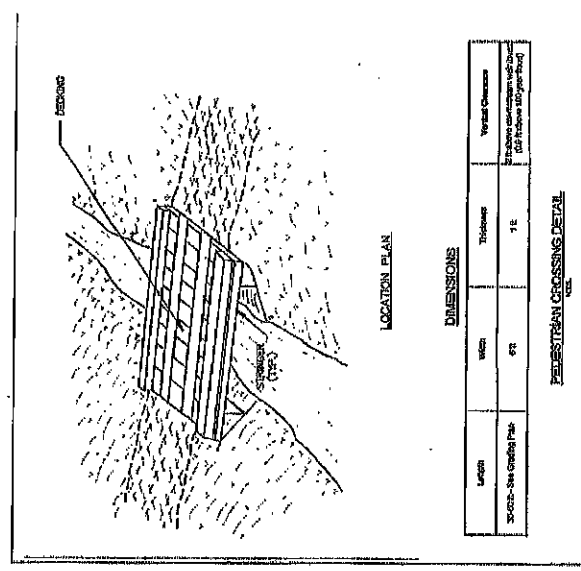
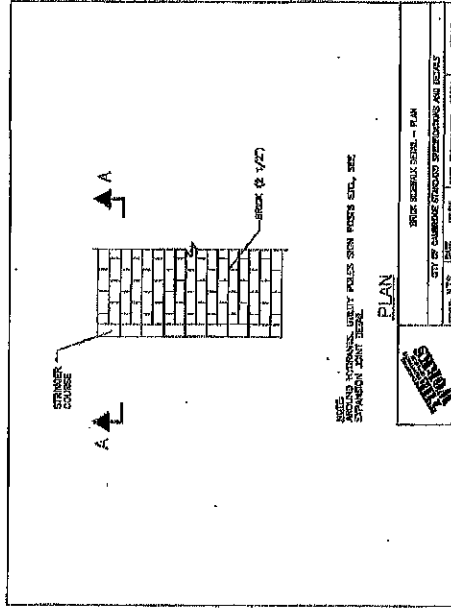
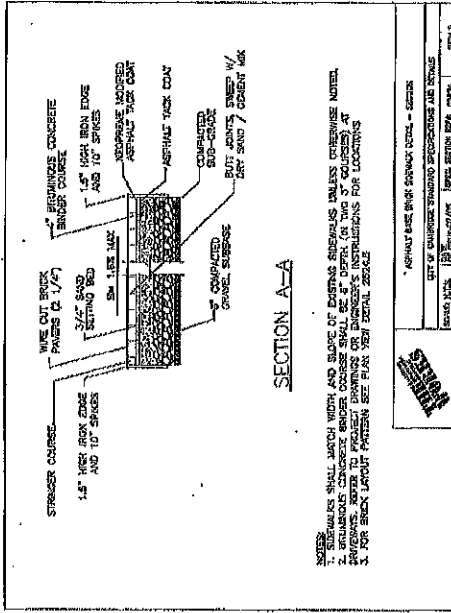
Planned cases

HARFORD COUNTY, MARYLAND

DATE PLACED	2004	AS CANCELED
EX. NO.	04-2704	AS CANCELED
NUMBER	3703	AS CANCELED
SP. COUNTRY	SP	AS CANCELED

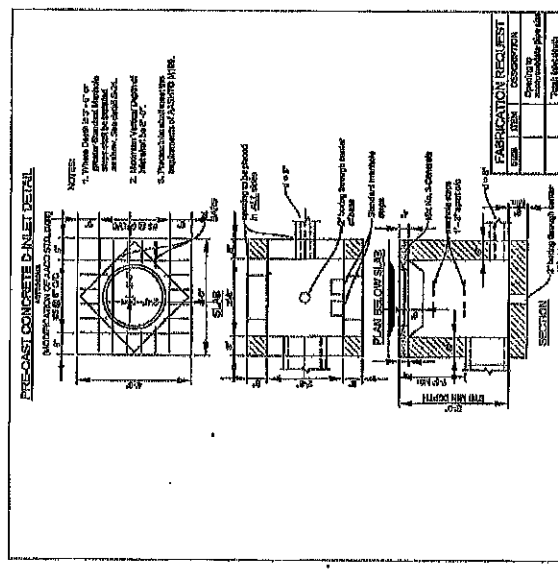
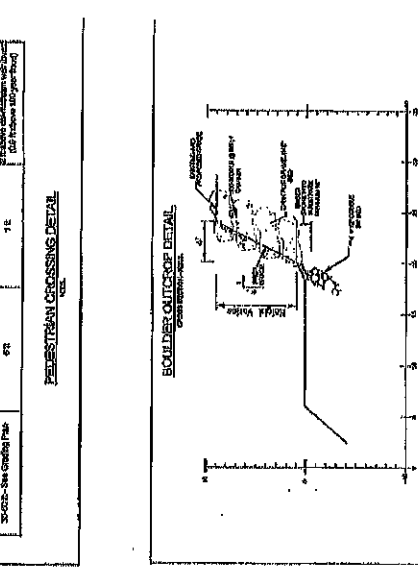
PROCES

UNDERWOOD & ASSOCIATES 10000 W. 10th Ave., Suite 200 Denver, CO 80202 Tel: 303.751.1000 Fax: 303.751.1001		STANDARD DETAILS RECORDED BY: <u>KS</u> CONTRACT NO.: <u> </u> DRAWN BY: <u>SP/SL</u> SCALE: <u> </u> APPROVED BY: <u>CSK</u> DATE: <u>10/10/99</u>	
HARFORD COUNTY, MARYLAND		STANDARD DETAILS	



DIMENSIONS			
Length	Width	Thickness	Vertical Clearance
30'-0" (See Detail Plan)	6'-0"	1'-0"	10'-0" (See Detail Plan)

PEDESTRIAN CROSSING DETAIL



HARFORD COUNTY, MARYLAND

STANDARD DETAILS 2

DESIGNED BY: CHECKED BY:

DATE: SCALE:

APPROVED BY: SHEET NO. OF

DATE: REVISION:

UNDERWOOD & ASSOCIATES

1000 W. BALTIMORE AVE. SUITE 100

BALTIMORE, MD 21201

TEL: (410) 528-1111

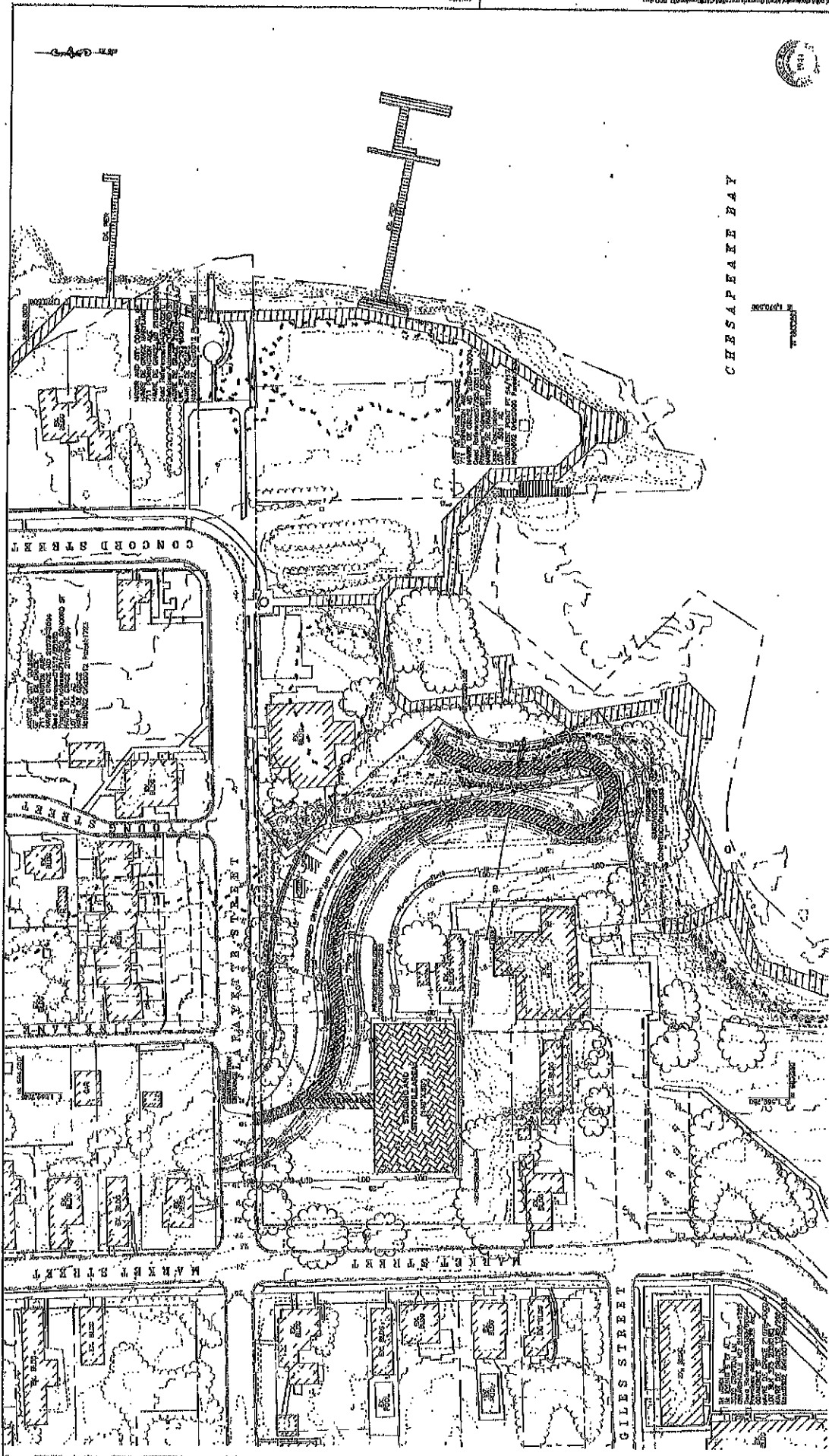
FAX: (410) 528-1112

1000 W. BALTIMORE AVE. SUITE 100

BALTIMORE, MD 21201

TEL: (410) 528-1111

FAX: (410) 528-1112



		HARFORD COUNTY, MARYLAND SEDIMENT AND EROSION PLAN	
DESIGNED BY:	DATE:	APPROVED BY:	DATE:
DRAWN BY:	SCALE:	CHECKED BY:	DATE:
UNDERWOOD & ASSOCIATES 10000 W. 100th St., Suite 100 Minneapolis, MN 55425 TEL: (612) 835-1111		David L. Williams, P.E. Professional Engineer License No. 10000 State of Maryland	

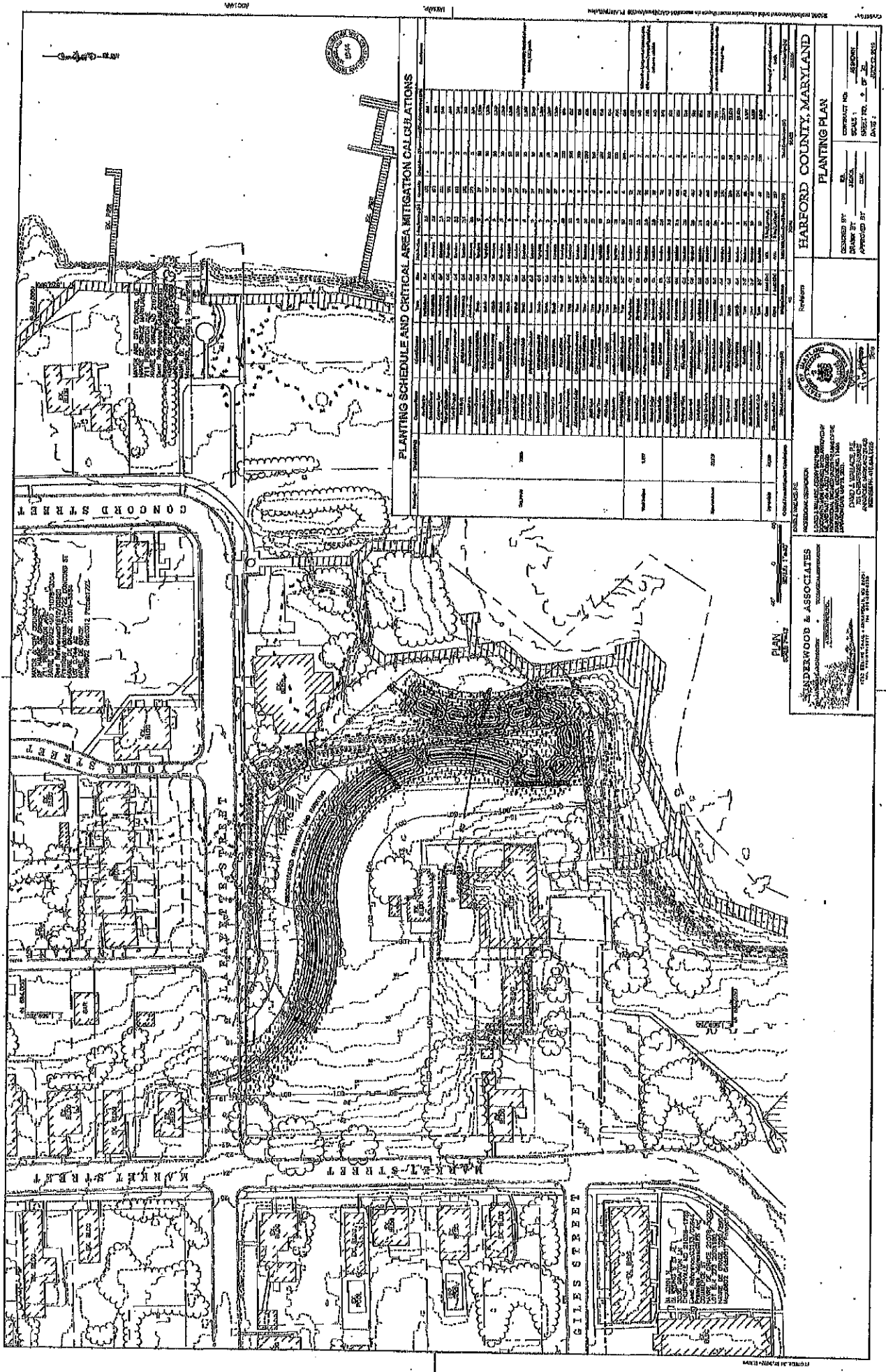


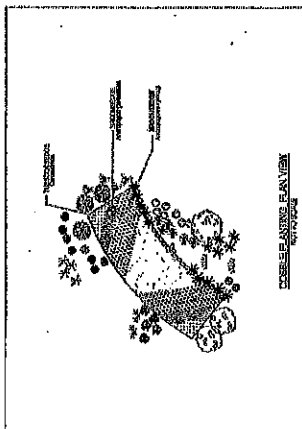
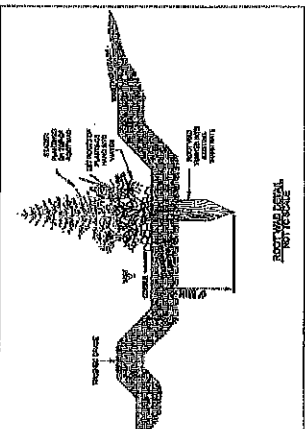
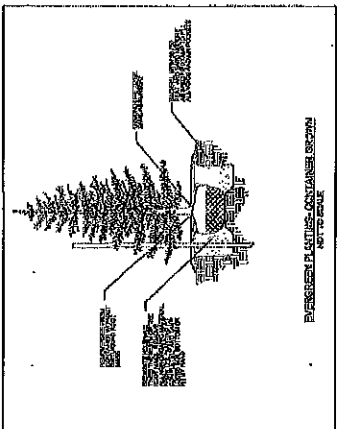
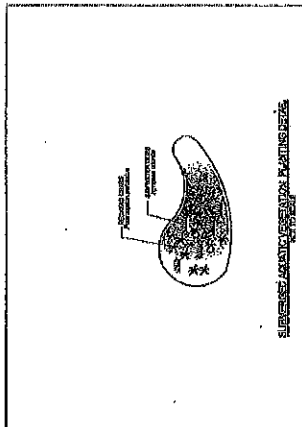
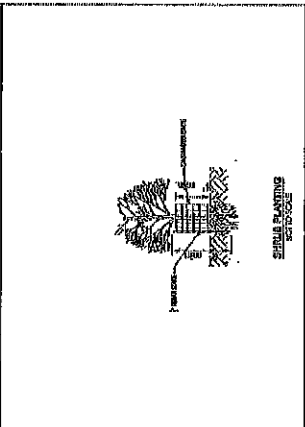
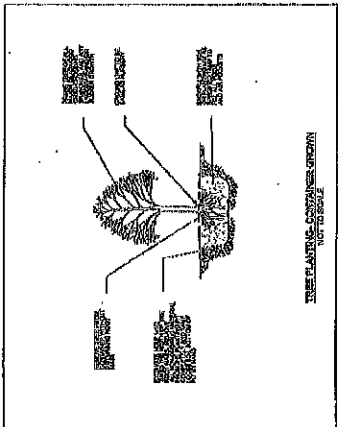
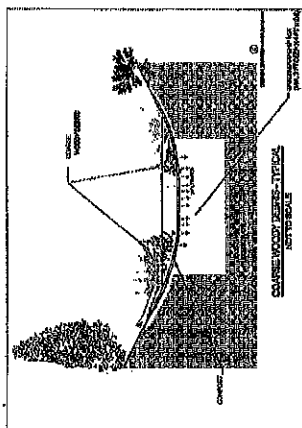
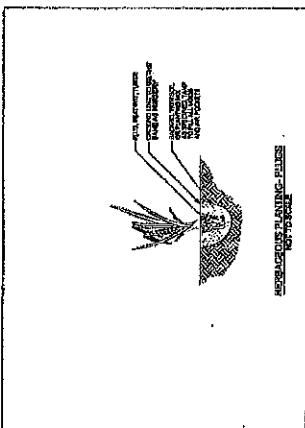
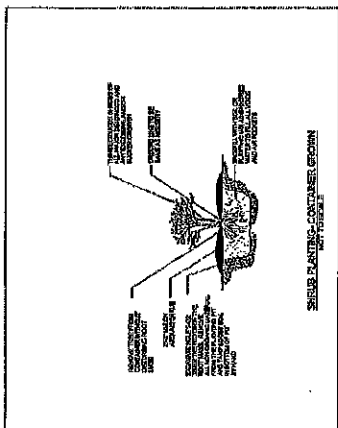
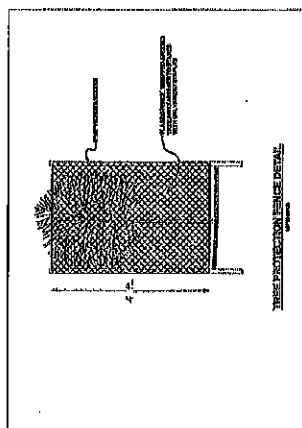
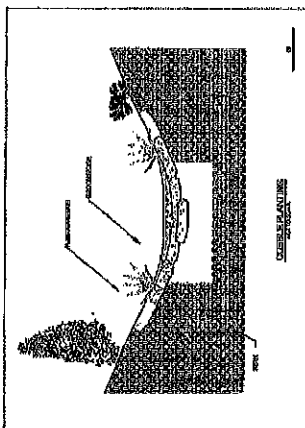
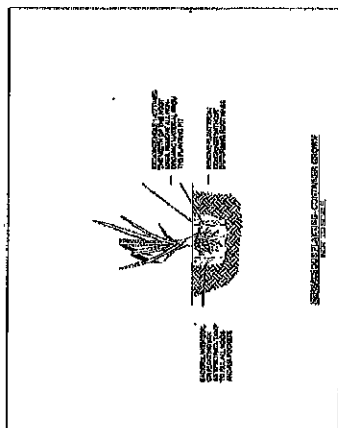
NOT TO SCALE

CHESAPEAKE BAY

PLAN
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RECEIVED: 1977-09-27





PLAN



**HARFORD COUNTY, MARYLAND
PLANTING SCHEDULE & DETAILS**

DATE	19	19
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PLACE	10	10
NAME	10	10
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STATE	10	10
COUNTY	10	10
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NEWSPAPER	10	10
MAGAZINE	10	10
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CD	10	10
VIDEO	10	10
PHOTOGRAPH	10	10
RECORDING	10	10
ARTWORK	10	10
SCULPTURE	10	10
PAINTING	10	10
PRINTING	10	10
TEXTILE	10	10
JEWELRY	10	10
CLOTHING	10	10
SHOES	10	10
HAT	10	10
GLOVES	10	10
SCARF	10	10
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SUITCASE	10	10
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TO AND FROM	10	10

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DEERWOOD & ASSOCIATES
1000 17th Street, N.W.
Washington, D.C. 20036
Tel. (202) 331-1111
Fax (202) 331-1112