



# City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078

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## DEPARTMENT OF PLANNING STAFF REPORT Planning Commission – November 20, 2025

**Permit No.** 2026-206  
**Project:** Preliminary Subdivision / Minor Subdivision, 3-lots  
**Applicant:** Greg Stewart, Frederick Ward Associates / Robert Wright & Mary Martin  
**Location:** 913 South Washington Street  
Tax Map: 602 / PO Parcel 1935  
**Area:** 24,000 square feet or 0.55 acres  
**Zoning:** RB (Residential Business)



## **I. BACKGROUND INFORMATION - §173-15.C(3)**

### **Site Description**

The Subject Property is currently vacant, devoid of forest with no existing buildings nor structures. It is bounded to the North by two lots containing single family dwellings along Giles Street, on the West, South and East by roads, specifically, South Washington Street, Commerce Street, and Strawberry Lane, respectively. Several large trees exist on site and formerly contained one dwelling but was demolished sometime in the 1970's, according to historic aerial imagery. However, the Subject Property is located within the Chesapeake Bay Critical Area and within the old town section of the City, which is predominately residential neighborhoods with a mix of residential housing types and business/office uses throughout.

## **II. Applicants Request**

The Applicant is requesting approval of a Preliminary Subdivision / Minor Subdivision Plan in accordance with Chapter 173 of the City Code for 3-lots within the RB Zoning District per §205-26B(1) of the Zoning Code.

## **III. Analysis**

### **Environmental Features**

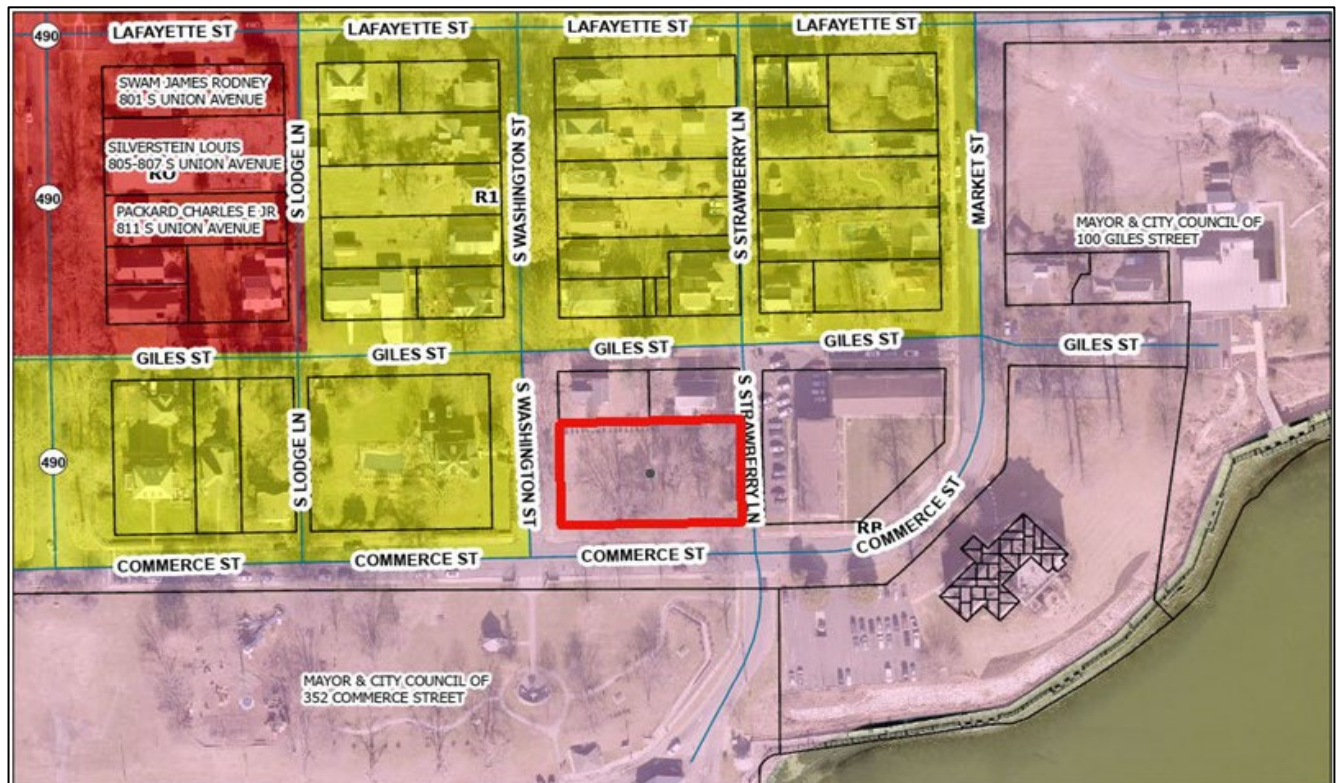
With respect to environmental features, there are no known areas of significant habitat for rare, threatened or endangered species on site, no 100-year floodplain nor floodways. However, the parcel is located in the Chesapeake Bay Critical Area and CBCA mitigation will need to be provided accordingly to offset the proposed impervious area in order to comply with Chapter 49 of the City Code. The proposed Landscape Plan has been submitted on October 27, 2025 and reviewed by the Department of Planning which found no specimen trees exist onsite with respect to §102-6 of the City Code.

### **Zoning:**

The Property is zoned RB/Residential Business and is comprised almost entirely of the older sections of the City. Most of it lies within the City's recognized National Historic Register District. It is diverse in character, containing the downtown commercial area, a large residential component of single-family and multifamily dwellings, and the intensely developed area (IDA) of the City's Chesapeake Bay Critical Area waterfront, as stated in §205-26 of the Zoning Code. "Single Family Detached" uses are a permitted use per §205-26B(1) of the Zoning Code and defined under §205-13 "Definitions" of the City Code.

### **Land Uses Within the Neighborhood**

<b>Direction</b>	<b>Zoning</b>	<b>Land Use</b>
North	R1	Single Family Residential
South	RB	Open Space
East	RB	Open Space/Multifamily
West	R1	Single Family Residential



#### IV. ADEQUATE PUBLIC FACILITIES

*Pursuant to Chapter 2 of the City Code, the Departments of Planning and Public Works shall make a final determination on the following prior to submittal of the Preliminary Subdivision Plan and permitting issuance.*

##### §2-7 Schools

The City’s Adequate Public Facilities (APF) ordinance, [§2-7B\(1\)](#) states, “*all approvals of residential single-family subdivision plans and site plans for multifamily development shall be subject to findings of adequate school capacity based on the following....Preliminary subdivision plans exceeding **five lots** and site plans for multifamily residential developments exceeding five dwelling units...*” Since the proposed subdivision is 3-lots for SFD, APF for schools is exempt and does not apply.

However, the public schools serving this project are Havre de Grace Elementary School and Havre de Grace Middle/High School. Havre de Grace Elementary School is currently operating at 111% capacity and the Havre de Grace Middle/High School is currently operating at 90% capacity, adjacent Elementary School, Roye-Williams, is currently operating at 64% capacity, per the Harford County 2024 Public School Enrollment Capacity Report. APF, if applicable, would be met for elementary schools by utilizing adjacent elementary school capacity per §2-7B(1)(a&b) of the APFO.

##### §2-8 Sewerage and Water

The Department of Public Works has reviewed the plan in accordance with Chapter 2 and determined infrastructure and utilities already exist. See DPW letter dated November 10, 2025. Any such use would be served by existing public water, sewer, fire and police protection services.

### §2-9 Roads

The Traffic Impact Study / Traffic Impact Analysis (TIS/TIA) is not required for the property, since total daily trip generation projections will be below 249 per [§2-9A\(1\)\(a\)](#).

## **V. ASSOCIATED DEPARTMENT PLAN APPROVALS**

*The following plans are required to be submitted in conjunction with or concurrently to the Preliminary Subdivision Plan and be approved by the Department of Planning and/or Public Works.*

### **Chapter 78 – Floodplain Management Regulations**

The property does not contain any floodplain; therefore, Chapter 78 does not apply.

### **Chapter 81 - Forest Conservation Plan**

*Pursuant to §81-5 and §173-15C(4), a Forest Stand Delineation (FSD) shall be submitted and approved by the Department of Planning prior to submittal of the preliminary subdivision plan. Approval of a forest stand delineation is valid for five (5) years.*

The property is less than 40,000 square feet per [§81-3A\(1\)](#) of the City Code; therefore, Chapter 81 Forest Conservation does not apply. Furthermore, the property does not contain any known forest, specimen trees, wetlands, streams or buffers subject to FCA requirements. Therefore, a FSD and FCP are not required for this application and is hereby exempt and may proceed accordingly.

### **Chapter 102 – Sustainable Landscaping Plan**

*Pursuant to §102-3, (Ord. 1177 - as amended) & (Ord. 1193) a preliminary landscape plan shall be submitted concurrently with the preliminary subdivision plan application and be approved by the Department of Planning.*

The preliminary landscape plan dated October 27, 2025 was submitted concurrently with the preliminary subdivision plan and has been reviewed by the department and deemed technically sufficient. No specimen trees are proposed to be removed nor exist per §102-6 of the City Code and verified by Department Staff on site that same day.

### **Chapter 169 – Stormwater Management Plans**

*In accordance with §169-5 and 169-19, stormwater management plans are approved by the Departments of Planning and Public Works.*

The Department of Public Works will review and approval all SWM and ESC plans as required for the proposed 3-lot subdivision when applicable.

## **VI. PRELIMINARY SUBDIVISION PLAN REVIEW CRITERIA**

### **Chapter 122 Off-Street Parking**

*§122-6 requires three (3) off-street parking spaces per dwelling unit.*

The project is providing four (4) parking spaces within each lot, two (2) in a garage and two (2) in each driveway, that comply with the 18-foot by 18-foot minimum dimensions requirement in §122-5, design standards.

## **Chapter 173 Subdivision Regulations**

### §173-8 General – Comprehensive Plan

While many policies in the 2025 Comprehensive Plan apply generally, the following is directly related to the Property. The Comprehensive Plan identifies this location as “Old Town”, which is described below:

*The Old Town area has a wealth of historic buildings set within a traditional grid patterned street system, many of which are lined with large deciduous trees and sidewalks. Alleys or lanes provide for rear lot garage and ancillary building access, trash removal, and utility supply infrastructure. These older portions of the City are a blend of small-lot residential development interspersed with commercial uses, places of worship, civic uses, apartments, and multi-story senior complexes. In the truest sense, the Old Town section of Havre de Grace is representative of a traditional mixed-use city.*

Chapter 3- Sustainable Community: A Strategy for Revitalization, regarding the “Old Town” actions states “Continue to support a mix of uses within the Old Town area, to include offices, residential, and limited commercial uses of a scale in keeping with the established built environment; To accomplish this, increased flexibility of design is important while at the same time ensuring that Historic Character of the NRHD is preserved. While also promoting new businesses and expansions of existing businesses within the RB zoning district. Consideration of site design for individual projects is important to ensure compatibility between properties and neighborhoods within the “Old Town” NRHD while creating better connectivity between parcels and overall neighborhood cohesion.

The proposed Single-Family Dwellings on 3-lots is consistent with the “Old Town” designation of the Comprehensive Plan.

### §173-9 Chesapeake Bay Critical Area Overlay District – Chapter 49

The property is located within the Chesapeake Bay Critical Area (CBCA) Overlay District; therefore, Chapter 49 does apply and will need to provide mitigation in accordance to CBCA criteria. Furthermore, per [§49-1E\(2\)](#) of the City Code, pertaining to the “Summary of Notification Requirements to the Critical Area Commission (COMAR 27.03.01)” chart, item seven (7) states “subdivision of 3 lots or fewer” does not require notification to the CBCA Commission.” Since the property is located in the (IDA), no additional notification is required and may proceed accordingly.

### §173-10 – 14 Streets and Improvements

The project is utilizing existing infrastructure roads and rights-of-ways for the proposed 3-lots which are public and comply with the Harford County Road Code (HCRC) design standards specified therein. All lots have frontage on and access to a paved road. Existing pedestrian sidewalks are provided on Washington and Commerce Street and lighting is preexisting. Strawberry Lane is not required to provide pedestrian infrastructure since it’s a lane/alley way.

### §173-14.1 Open Space

Open space is not required for minor subdivisions for single family detached dwellings since they exist within the greater context of the ‘old town’ portion of the City and are considered infill development.

## **Chapter 205 - Zoning Subdivision Regulations**

The property is zoned RB (Residential Business), which permits single family detached (SFD) dwellings as a matter of right per §205-26B(1) of the Zoning Code. The proposed lot dimensions, lot coverage, minimum setbacks, and maximum building height comply with the Lot Type ‘C’ requirements in Table 1.

### §205-9A(1) National Register Historic District

Ordinance No. 1178, effective March 18, 2025 states *“In order to preserve the historic streetscape and context SFD located within the NRHD shall have a maximum front yard setback no greater than what currently exist on adjoining properties and a minimum no less than what exist on adjoining properties.”* Also, *“If adjoining properties have no dwellings or structures along the street frontage within the same City block, then there is no historic streetscape to preserve and the minimum setbacks for such property are those otherwise applicable pursuant to Table I of the Zoning Code.”*

Therefore, since the 913 South Washington Street lot is being subdivided to create 3-lots the Subject Property loses its historical “lot-of-record” exemption. Furthermore, since there are no historic front yard setbacks with existing building frontage along the same street within the block because it is vacant, there is no historic streetscape to preserve and the minimum front yard setback shall be 15 feet per Table I, Lot Type ‘C’ of the Zoning Code for SFD within the RB zoning district. Specifically, along Commerce Street and South Washington Street per §205-9B(1) of the Zoning Code.

Furthermore, setbacks are observed within the same block to the north of the Subject Property (parcels 1933 & 1934) with street frontage along Washington Street and Giles Street, respectively, with front yard setbacks at 15 feet. However, those two existing lots are a “lot-of-record” and therefore, exempt from Table I setbacks per §205-3E(2) of the Zoning Code and have no street frontage influence on the Subject Property since they do not front Commerce Street.

## VII. RECOMMENDEATION

The Department of Planning has examined the Applicants' request and per §173-15C(3) of the City Code, recommends **APPROVAL** for the Preliminary Subdivision Plan / Minor Subdivision Plan for 3-lots, as provided in the above analysis, located at 913 South Washington Street, as submitted.

The Department of Planning offers no additional conditions per §173-15C(3) of the City Code beyond which are already applicable to comply with any state law, ordinances or regulations of the City, or where necessary to protect adjacent properties, the general neighborhood and residents, workers and visitors therein.

Regards,

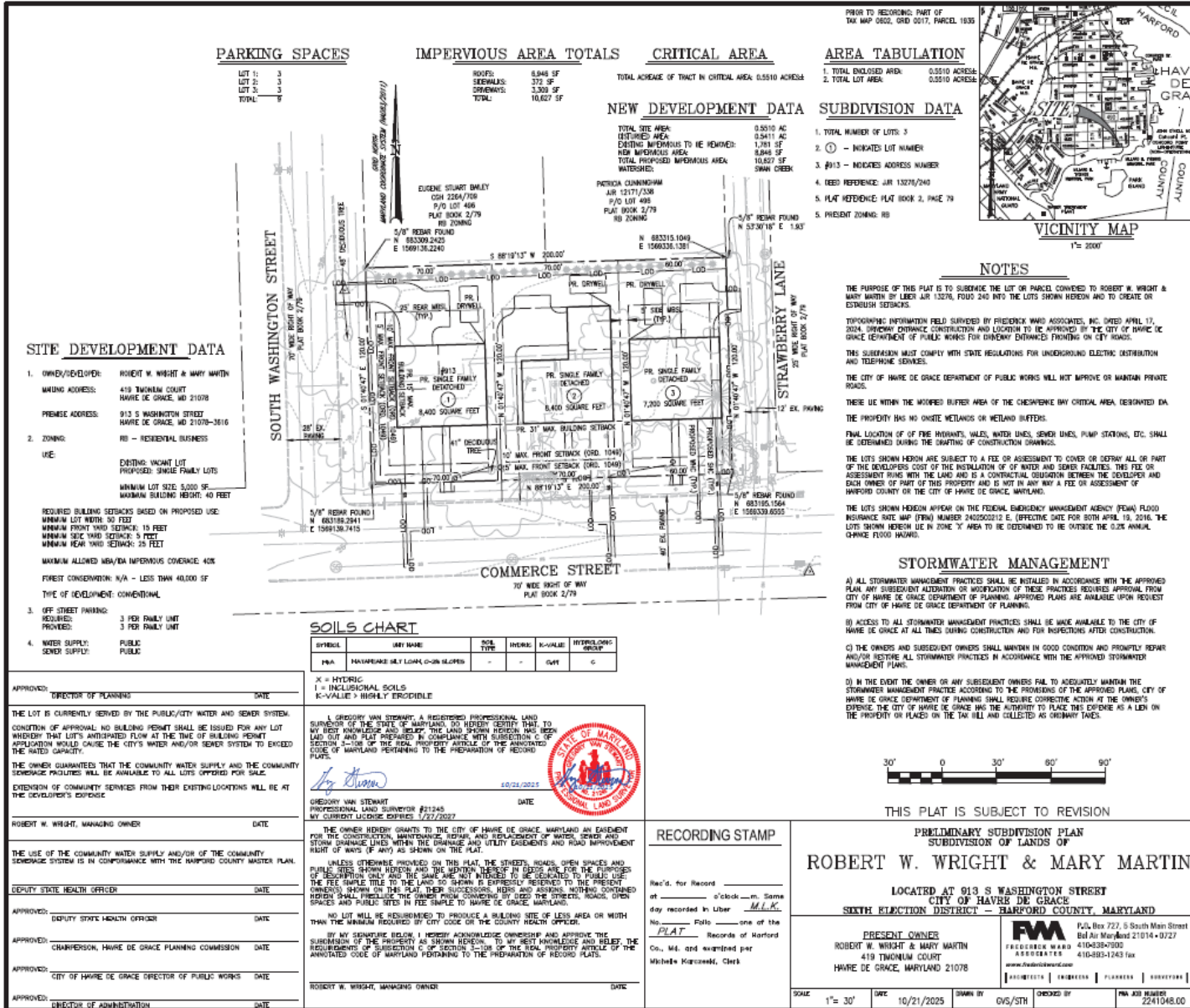
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Eric V. Lawrence, MLA & MUDP    Date  
City Planner / Project Manager  
Department of Planning

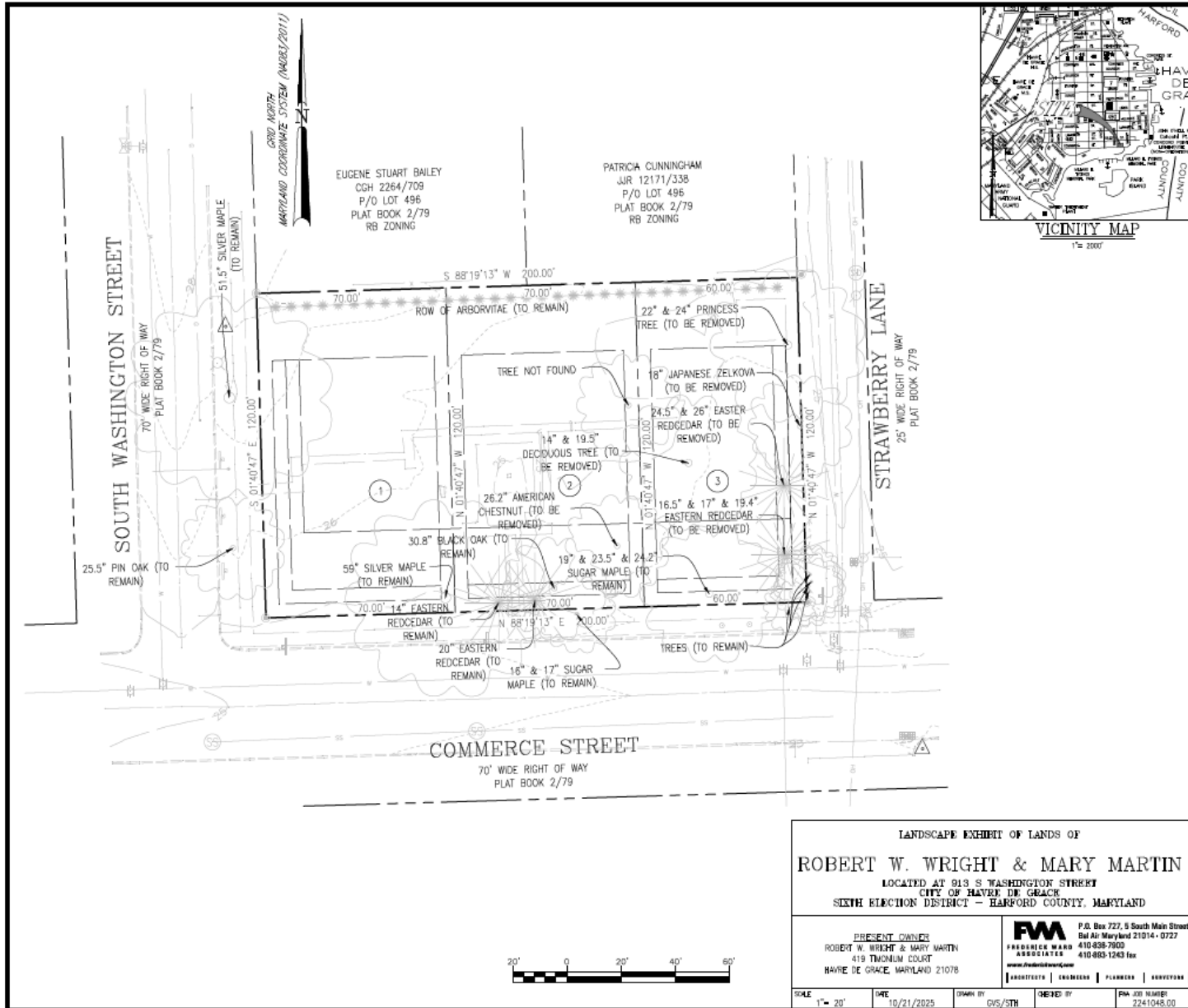
cc:    Department of Planning Staff  
      Department of Public Works Staff  
      Department of Administration Staff  
      City Attorney

Greg Stewart, FWA  
Mary Martin, Property Owner  
Robert Wright, Property Owner

## ATTACHMENT - PRELIMINARY SUBDIVISION PLAN



ATTACHMENT – LANDSCAPE PLAN



**ATTACHMENT – TABLE I**

**ZONING**

*205 Attachment 1*

City of Havre de Grace

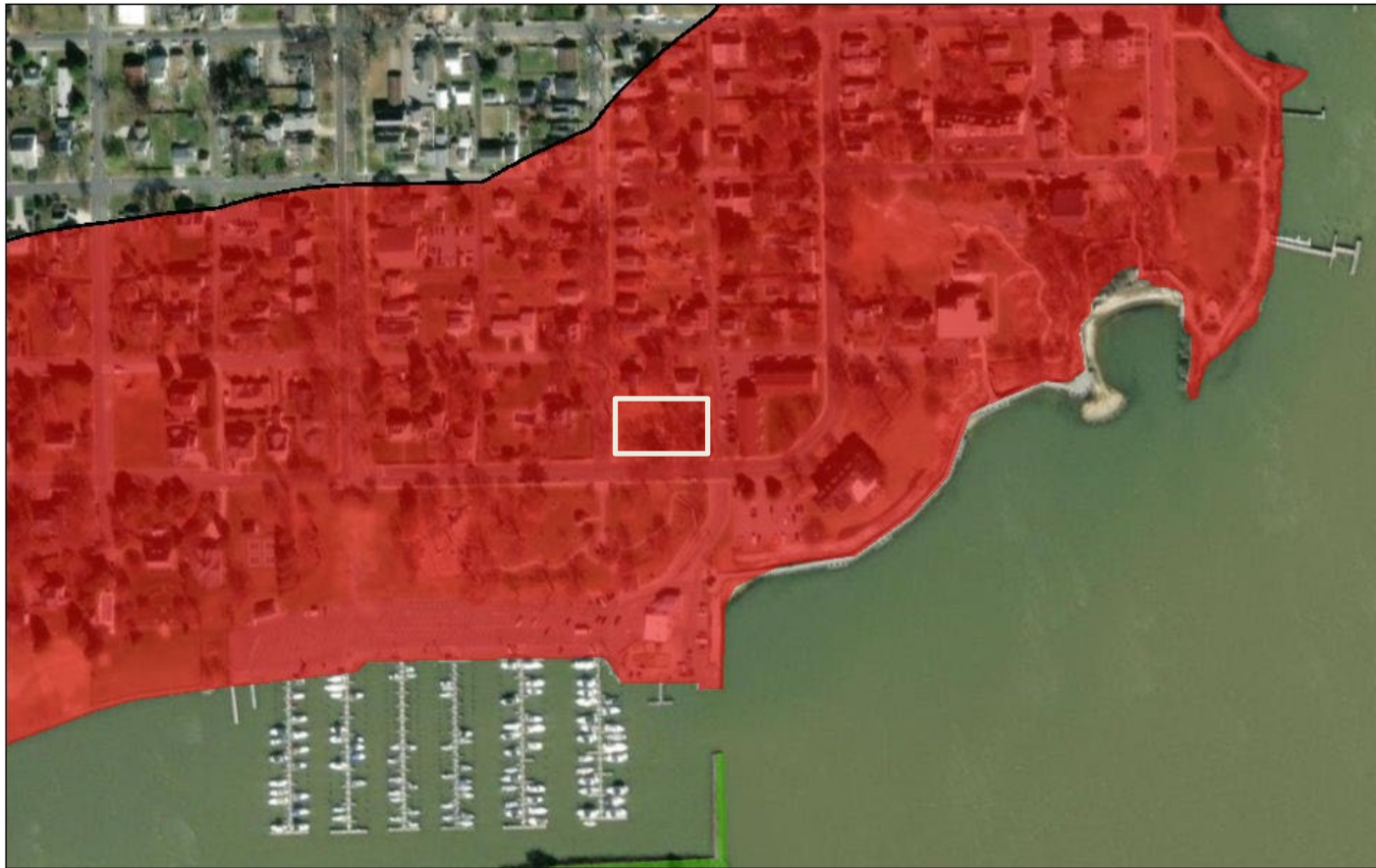
**TABLE I**

[Amended 5-4-2009 by Ord. No. 904; 7-16-2018 by Ord. No. 1007]

Permitted Uses (Residential)	Lot Type	Minimum Lot Area	Maximum Lot Coverage (percent)	Minimum Lot Width (feet)	Minimum Front Yard Setback (feet)	Minimum Side Yard (feet)	Minimum Rear Yard (feet)	Maximum Bldg. Height (feet)
Single-family, detached								
R	A	15,000 sq. ft.	40	100	25	15	40	40
R-1	B	10,000 sq. ft.	40	75	15	10	40	40
R-2, RO, RB	C	5,000 sq. ft.	40	50	15	5	25	40
Lane frontage RO, RB	CC	2,700 sq. ft.	50	30	15	5	25	40
Duplexes								
Over/under R-2, RO, RB	AA	6,000 sq. ft.	50	50	15	5	25	40
Side-by-side R-2	BB	8,000 sq. ft.	40	80	15	5	25	40
Side-by-side RO, RB	AA	6,000 sq. ft.	50	50	15	5	25	40
Semidetached								
R-2	DD	4,000 sq. ft.	40	40	15	<sup>6</sup>	25	40
RO, RB	EE	3,000 sq. ft.	50	25	15	<sup>6</sup>	25	40
Townhouses								
R-2, RO, RB	GG	1,920 sq. ft.	60	24	15	none <sup>3</sup>	25	40
Conditional uses (residential) <sup>1</sup>								
Single-family, detached								
R	B	10,000 sq. ft.	40	75	15	10	40	40
R-1, R-2, RO, RB	D	5,000 sq. ft.	50	25	none	none	25	60 <sup>2</sup>
Duplexes								
Over/under R-2, RO, RB	DD	4,000 sq. ft.	40	40	15	5	25	40
Side-by-side R-2	AA	6,000 sq. ft.	50	50	15	5	25	40
Side-by-side RO, RB	HH	5,000 sq. ft.	50	50	none	none	25	60 <sup>2</sup>
Semidetached								
R-2	EE	3,000 sq. ft.	50	25	15	<sup>6</sup>	25	40
RO, RB	JJ	2,500 sq. ft.	50	25	none	none	25	60 <sup>2</sup>

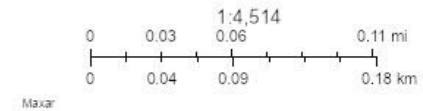
### ATTACHEMNT - CBCA

#### Critical Area Boundary Map



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- Approved Critical Area Boundary
- Resource Conservation Areas (RCA)
- Approved Critical Area Designations
- Intensely Developed Areas (IDA)



Eastern Shore Regional GIS Cooperative  
ESRI

**ATTACHMENT – SITE PHOTOS**



*Photos taken 10.02.24*

*Top Left: Facing Northeast from Commerce Street/S Washington Street*

*Top Right: Facing North from Commerce Street*

*Bottom Right: Facing Northwest from Commerce Street/Strawberry Lane*

**ATTACHMENT – NRHD**

**ATTACHMENT – SITE PHOTOS**



*Photos taken 10.02.24*

*Left: Facing north along Washington Street*

*Right: facing east along Commerce Street*

ATTACHMENT - NRHD

