

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE
AGENDA**

Wednesday, December 9, 2020 at 1:00 p.m.

- I. Call to Order

- II. Site Plan Review (§ ZS 1-325)
 - a. **Baywater Landing Marina.**

Redevelopment of the existing marina to ‘Baywater Landing Marina’ and associated site improvements including Marina, Restaurant, and Aquacultural Operation consisting of a proposed 4,818 square foot building and removal of existing buildings. Located at 3908 Bayside Road, approximately 750 feet north of the intersection of Bayside Road and Stagg Road, Tax Map 73, Parcels 49 & 85, Tax District 2, C-2 General Commercial District, Baywater Landing, LLC., owner; O-P-S, LLC., Engineer

- III. Adjourn

Governor Larry Hogan has issued an Executive Order that limits public gatherings to no more than 10 persons in a further effort to reduce the spread of the COVID-19 virus. All in-person meetings have been suspended for the time being.

To facilitate the review of current projects, county staff will be holding a teleconference that will be open to the public during the regularly scheduled meeting time.

Please review the attached page following the agenda that outlines the call number and procedures for the meeting

**Technical Review Committee
Conference Call Directions
December 9, 2020 Meeting**

To members of the public dialing in:

- Call **(410) 632-9400**
- You will be prompted for the conference ID: **03#**
- You will then be prompted for the PIN: **123456#**

At approximately 1:00 PM, the Chair will call the meeting to order, and take roll call of all staff present, using the typical order found on each TRC packet cover sheet. Those persons should also identify any additional staff present with them on the call. We will follow the normal procedure for introduction of the project, identification of each of the applicants on the line, and will go through the review comments by department.

For ease of the discussion, zoning staff has numbered each page in the respective comment packet so that staff and the applicants can first refer to the page number, then the particular comment on that page. Please keep in mind that while everyone should have their site plans open and available, you will need to ensure that your method of conveying the comments is tailored to this new discussion format.

If you are listening in but are not participating in the discussion, please mute the call on your end to avoid disruptions.

For Minor Site Plan Review Projects:

The Technical Review Committee is the approving authority for minor projects. If your project qualifies, you will need to address the staff comments outlined in the packet, and submit plan sets to staff for follow-up review. Final signature approval will follow the normal review and email approval process. Once the revised plans have been approved, the zoning staff will direct you to submit the final copies for signature approval, along with any additional information. You may then proceed to permitting.

For Major Site Plan Review Projects:

The Planning Commission is the approving authority for major projects. If your project qualifies, you will need to address the staff comments outlined in the packet, and submit 10 sets of the plans for review by the Planning Commission. We will continue to adhere to our regular application submittal deadline in the event that the restrictions are lifted or modified, or until other solutions are identified.

TECHNICAL REVIEW COMMITTEE

STAFF PERSON: Kristen M. Tremblay DATE OF MEETING: December 9, 2020

PROJECT: **Baywater Landing Marina.** Redevelopment of the existing marina to ‘Baywater Landing Marina’ and associated site improvements including Marina, Restaurant, and Aquaculture Operation consisting of a proposed 4,818 square foot building and removal of existing buildings. Located at 3908 Bayside Road, approximately 750 feet north of the intersection of Bayside Road and Stag Road, Tax Map 73, Parcels 49 & 85, Tax District 2, C-2 General Commercial District, Baywater Landing, LLC., owner; O-P-S, LLC., Engineer;

APPLICANT(S) IN ATTENDANCE: _____

TRC MEMBERS IN ATTENDANCE:

- _____ Tremblay, Zoning Administrator
- _____ Zirkle, DRP Specialist II
- _____ Miller, Building Plans Reviewer III
- _____ Mitchell, Environmental Programs
- _____ Marsh, Environmental Programs
- _____ Bradford, Environmental Programs
- _____ Birch, Environmental Programs
- _____ Gerthoffer, Environmental Programs
- _____ Mathers, Environmental Programs
- _____ Owens, Fire Marshal
- _____ Adkins, County Roads
- _____ Berdan, County Roads
- _____ Wilson, State Highway Admin.
- _____ Conner, State Highway Admin.
- _____ Ross, W & WW, DPW
- _____ Clayville, Planning Commission Rep.

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Under the terms of ZS 325(f)(1), this application is considered to be a minor site plan since the square footage of all structural improvements does not exceed 10,000 square feet in area. All minor site plans are reviewed and approved by the Technical Review Committee. The Technical Review Committee shall have the authority to forward an application to the Planning Commission when it is determined the site plan shall have a broad impact on the County or where otherwise deemed appropriate.



DEPARTMENT OF  
DEVELOPMENT REVIEW AND PERMITTING

## Worcester County

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1201  
SNOW HILL, MARYLAND 21863  
TEL: 410.632.1200 / FAX: 410.632.3008  
<http://www.co.worcester.md.us/departments/drp>

ZONING DIVISION  
BUILDING DIVISION  
DATA RESEARCH DIVISION

ADMINISTRATIVE DIVISION  
CUSTOMER SERVICE DIVISION  
TECHNICAL SERVICES DIVISION

### WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE MEETING

December 9, 2020

**Project:** **Baywater Landing Marina** (Minor site plan review). Redevelopment of the existing marina to 'Baywater Landing Marina' and associated site improvements including Marina, Restaurant, and Aquaculture Operation consisting of a proposed 4,818 square foot building and removal of existing buildings. Located at 3908 Bayside Road, approximately 750 feet north of the intersection of Bayside Road and Stagg Road, Tax Map 73, Parcels 49 & 85, Tax District 2, C-2 General Commercial District, Baywater Landing, LLC., owner; O-P-S, LLC., Engineer;

**Prepared by:** Kristen M. Tremblay, Zoning Administrator

**Contact:** [ktremblay@co.worcester.md.us](mailto:ktremblay@co.worcester.md.us) or (410) 632-1200, extension 1131

#### **General Requirements:**

1. In order to obtain a Building Permit, the applicant must submit the following to the Department:
  - a. A complete Building Permit Application along with the initial fee of \$300 made payable to "Worcester County."
  - b. Four (4) sets of complete construction plans (footing, foundation, framing, floor plan and building elevations (front, rear and sides)). The construction plans must be sealed by an architect and prepared in accordance with the applicable International Building Code, Energy Code, and ADA Code.
  - c. Three (3) site plan sets as approved by the Technical Review Committee.
2. Once the permit is issued, the applicant must coordinate all necessary inspections with the respective Building/Housing/Zoning Inspector. The Department requires 24 hour notice for all inspections. The inspector may require special or additional inspections as needed.
3. In order to obtain a Certificate of Use and Occupancy, all of the necessary inspections must be completed and approved by the various inspections agencies (building, zoning, plumbing, electrical, water, sewage, health, roads, etc.). Two (2) sets of As-Builts (illustrating all lighting, landscaping, parking, signs etc.) must be submitted at least one (1) week prior to the anticipated occupancy of the building, structure, or use of land.  
**Please note that it is unlawful to occupy a structure (employees or patrons) without the benefit of a Certificate of Use and Occupancy.**

**Project Specific Comments:** This project is subject to, but not limited to, the following sections of the Zoning and Subdivision Control Article:

|                 |                                             |
|-----------------|---------------------------------------------|
| <b>§ZS1-210</b> | <b>C-2 General Commercial District</b>      |
| <b>§ZS1-305</b> | Lot Requirements Generally                  |
| <b>§ZS1-306</b> | Access to Structures                        |
| <b>§ZS1-319</b> | Access and Traffic Circulation Requirements |
| <b>§ZS1-320</b> | Off-Street Parking Areas                    |
| <b>§ZS1-322</b> | Landscaping and Buffering Requirements      |
| <b>§ZS1-323</b> | Exterior Lighting                           |
| <b>§ZS1-323</b> | Signs                                       |
| <b>§ZS1-325</b> | Site Plan Review                            |
| <b>§ZS1-326</b> | Classification of Highways                  |

**Special Exception Required:**

1. Signature approval will be contingent upon the result of a necessary Board of Zoning Appeals (BZA) Case for a Special Exception to allow for the ‘Landing, storage, and processing facilities for seafood.’ Please see §ZS1-210(c)(4).

**Basic Site Plan Corrections Required:**

1. Please provide setback distances in accordance with §ZS1-325, as well as the tax account identification number (02-013398). The adjacent properties must have the following information across all sheets: tax map numbers, zoning district designations, present land use, and property ownership information.
2. Please correct spelling error of ‘Existing Paved Entrance’ on sheet L-1.
3. Provide information on the long term maintenance of the 40’ ROW including whether it is to be publicly or privately maintained. See §ZS1-325(e)(m).
4. A signature panel with a space identified for the approval signature of the Department must be provided on the cover sheet.
5. Provide signatures of property owner, applicant (if different), and the person who prepared the site plan (§ZS1-325(3)(R)).
6. Please add the following statement with a signature block for the property owner to sign prior to final signature approval: “As the property owner/developer, I am in full agreement with this site plan submitted herewith, and I am responsible for the completion of the improvements as shown on the approved site plan, and I understand that I cannot allow the property or buildings to be occupied until a Certificate of Use and Occupancy has been issued by the Department of Development, Review and Permitting.”

Architectural:

1. Further information is required on the elevations and floor plans in accordance with §ZS1-325(3)(T).
2. It appears that the proposed structure will comply with the overall height limitation of 45 feet, however please identify the overall total height of the structure.

Landscaping:

1. Please note the method of irrigation on the plan. See §ZS1-322(b)(7).
2. Add the calipers and/or heights of landscaping at time of planting.
3. Is the cherry tree staying? If so, please note on all applicable sheets that the tree is to be retained.
4. In conjunction with §ZS1-320(f)(9), landscaping will need to be provided along Bayside Road as well as on the southern portion of property. Further, marinas must be screened from adjoining public rights of way. See §ZS1-210(b)(11).
5. In accordance with §ZS 1-322(g), a maintenance and replacement bond for required landscaping is mandatory for a period not to exceed two (2) years in an amount not to exceed one hundred and twenty-five percent (125%) of the installation cost. A landscape estimate from a nursery will be required to be provided at permit stage to accurately determine the bond amount.

Lighting:

1. A lighting plan is required to be provided. Please review §ZS 1-323 for all requirements.

Parking:

1. Please include the 'camp store' as an accessory to the marina in the parking calculations and recalculate if necessary.
2. Provide parking space dimensions. Minimum requirement is 10 x 20. Also note on the plans how parking is going to be delineated. See §ZS1-320(4).
3. ADA signage parking details must be provided on a separate detail sheet.
4. An off-street loading space will be required. See §ZS1-321.
5. All parking provided above the minimum must be of a pervious design. Please note, the *Design Guidelines and Standards for Commercial Uses* encourages parking lots to be designed with pervious paving wherever practicable.
6. All parking areas shall be curbed or buffered. §ZS1-320(f)(9).
7. Per §ZS1-320(f)(1), the parking areas shall be constructed of concrete, asphalt, tar and chip, brick, and interlocking paving blocks or stones, including those semi-pervious systems that retain space for vegetation. Other paving materials and systems, including gravel may be permitted where these parking areas are supplied and maintained with a binding agent to stabilize the surface and prevent dust.

Access and Traffic Circulation:

1. Please confirm that proposed internal traffic is one-way. If so, it is recommended that a do-not-enter sign be placed at the southern entrance and/or provide an area that would allow a vehicle with an attached boat trailer to be able to turn around.

Other Requirements:

1. Demolition permits will be required for the demolition of the existing buildings.
2. All on-building or freestanding signage shall be reviewed and approved at the time of permitting, and shall meet the requirements of §ZS 1-324. To have proposed signage reviewed as part of this package, please submit separate detailed schematics of each proposed sign for review and preliminary approval.
3. Provide bike rack details meeting the requirements of §ZS 1-320(f)(12). The detail and anchoring information may be provided on a separate detail sheet.

Other Agency Approvals:

1. Information relative to the water and wastewater facilities are required to be provided on the plans per §ZS 1-325(e)(3)(O&P). Written confirmation that the water and sewer requirements have been met will be required to be provided from the Department of Environmental Programs and the Department of Public Works prior to the Department granting signature approval.
2. Written confirmation will also be required from the Department of Environmental Programs Natural Resources Division relative to Critical Area and Stormwater Management requirements prior to the Department granting signature approval.
3. Written confirmation of approval from the County Roads Division regarding the existing, proposed, or modified commercial entrances on all parcels shall be provided to the Department prior to granting signature approval.
4. Approval from the Worcester County Health Department will be required at the permitting stage.

Additional Comments:

1. What are your plans for marina restroom facilities? Do the marina patrons share with the restaurant patrons? Are there any other facilities that marinas typically need that are not shown on this site plan?



# Worcester County

Department of Environmental Programs  
Natural Resources Division

## Memorandum

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**To:** Technical Review Committee

**From:** David Mathers, Natural Resources Planner *(DM)*

**Subject:** Forest Conservation Review

**Date:** November 30, 2020

**Date of Meeting:** December 9, 2020

**Project:** Baywater Landing Marina

**Location:** 3908 Bayside Road; Tax Map 73; Parcels 49 & 85

**Owner/Developer:** Baywater Landing, LLC

**Engineer:** O-P-S, LLC

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**This project is not required to comply with the Worcester County Forest Conservation Law.** This request is located within the landward limits of the Atlantic Coastal Bays Critical Area and therefore exempt from the Forest Conservation Act. No comment.



DEPARTMENT OF  
ENVIRONMENTAL PROGRAMS

## Worcester County

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1306  
SNOW HILL, MARYLAND 21863  
TEL: 410.632.1220 / FAX: 410.632.2012

LAND PRESERVATION PROGRAM  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE COMMISSION  
AGRICULTURAL PRESERVATION  
ADVISORY BOARD

WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS/FORESTRY  
COMMUNITY HYGIENE

### MEMORANDUM

DATE: December 2, 2020  
TO: Worcester County Technical Review Committee  
FROM: Joy S. Birch, Natural Resources Specialist III *JB*  
RE: December 9, 2020, Technical Review Committee Meeting

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Baywater Landing Marina – Redevelopment of the existing marina and associated site improvements including Marina, Restaurant and Aquacultural Operation consisting of a 4,818 square foot building and removal of existing buildings. Tax Map 73, Parcels 49 & 85.

**Critical Area:** This project is located in the Atlantic Coastal Bays Critical Area (ACBCA) program boundary designated Limited Development Area (LDA) and within a Buffer Management Area of A-15. Please see following comments:

1. Ensure all items required within a Critical Area site plan NR 3-109 (d)(1) are provided.
2. Provide a Critical Area Report as defined within NR 3-109 (d)(2).
3. Please add the standard Atlantic Coastal Bays Critical Area note: ***Worcester County Atlantic Coastal Bays Critical Area Law:*** *This property lies within the Worcester County Atlantic Coastal Bays Critical Area. Any and all proposed development activities must meet the requirements of Title 3 (Land and Water Resources), Subtitle I (Atlantic Coastal Bays Critical Area) of the Worcester County Code of Public Local Laws, as from time to time amended, in effect at the time of the proposed development activities.*
4. This project meets the requirement for the Maryland Critical Area Commission Project Notification parameters, therefore provide additional copies of the plan, Critical Area Report, and all other pertinent documents when submitted, will be forwarded to Commission Staff for review and comment.

5. Please submit the Critical Area review fee of \$100.00 for this Minor Site Plan.

**Stormwater Management & Erosion and Sediment Control:**

**Stormwater Management & Erosion and Sediment Control:**

Concept Plan Approval has been obtained.

**General Provisions:**

- All Erosion and Sediment controls should comply with the 2011 Maryland Standards and Specifications for Erosion and Sediment Control.
  
- All Stormwater Management practices shall be designed to meet the requirements of the 2007 Maryland Stormwater Management Act.
  
- All projects over one (1) acre shall be required to file for a General Permit / Notice of Intent (NOI) for construction activity through Maryland Department of Environment. This is mandated through the Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES). Any permits to be issued by Worcester County for disturbance that exceeds one acre will not be issued without NOI authorization being obtained prior to.

cc: File;  
O-P-S, LLC;  
Jenelle Gerthoffer, NR Administrator;  
David Bradford, EP Deputy Director.



## Worcester County

Department of Environmental Programs  
Environmental Programs Division

### Memorandum

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**To:** Technical Review Committee (TRC) for December 9, 2020 Meeting

**From:** Environmental Programs Staff

**Subject:** Minor Site Plan: Baywater Landing Marina – TM 73 P 49 & 85

**Date:** December 2, 2020

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Environmental Programs comments are based on the plans submitted. These comments are subject to change every time a change is made to the plans that affect water and/or sewage for this site.

1. The current system is designed for 3,600 gallons per day. However, there is no replacement area for this property. This property is in the critical area, so a pretreatment package plant would be required. The Maryland Department of Environment's (MDE) list of pre-approved BAT technologies was developed for domestic wastewater flows less than 1,500 gallons per day and cannot be extrapolated beyond that. While the target total nitrogen concentration is 50% nitrogen removal, wastewater characteristics need to be determined based on the residential flow of 60 mg/l, not the actual commercial flow concentration. The treatment removal needed could be higher than 50% reduction for commercial uses based on the expected flow concentration. The plant would need engineering justification and a sealed plan before approval for a sanitary construction permit from this office. Any specialized operation required to enable the system to permit for attain the treatment targets should be included with the plan.
2. Flows for non-residential sewage for commercial projects such as this plan would be based on MDE's flow guidance and these numbers would be considered maximum daily flows in accordance with COMAR 26.04.02.05M.
3. There is currently no flow allocated for the camp store; the flow calculation for this would be  $SF \times 0.05 =$  gallons per day flow. There is also no access to bathroom facilities through the camp store.

4. There are no pumpout facilities shown for the marina slips. Marina pump out facilities are sized based on the size of the vessels berthed at the marina, MD-DNR standards, or the 35 gallons per day per slip. You have over ten slips proposed, and will need a pumpout facility that is adequate to handle the increased sewage capacity from vessels that use the marina that is operable and accessible at reasonable times.
5. There is no sanitary flow associated with the marina on this plan. Even if a pumpout facility is provided, some type of flow needs to be allocated those users.
6. There are also no facilities shown for the marina slips. Is the owner contemplating that the bathroom by the hostess stand will be for the marina and the store?
7. The flow total approaches the capacity of the onsite sewage system. This will need to be revised with the additions requested above. The owner will need to meet with Environmental Programs to discuss the hydraulic load to this system before final approval can be given.
8. Commercial plumbing plans and permits are needed. A commercial plumbing plan review will need to be completed on the property. The fee associated with the commercial plumbing plans is \$225. A grease trap will be needed for kitchen waste. Bathroom facilities proposed will need to adhere to the plumbing code.
9. Plumbing Code is the 2018 International Plumbing Code (IPC).
10. The Gas Code for this location, if utilized in the proposed construction, would be Liquefied Petroleum Gas Code, NFPA 58.

December 2, 2020

Ms. Kristen Tremblay, Zoning Administrator  
Department of Developing, Review and Planning  
Worcester County Government Center  
One West Market Street, Room 1201  
Snow Hill MD 21863

Dear Ms. Tremblay,

Thank you for the opportunity to review the site plan for the redevelopment of an existing marina to construct the proposed Baywater Landing Marina, located at 3908 Bayside Road, approximately 750 feet north of the intersection of Bayside Road and Stagg Road, in Worcester County, Maryland. The Maryland Department of Transportation State Highway Administration (MDOT SHA) has reviewed the plans, and we are pleased to respond.

The site plan proposes the removal of the existing building, with improvements consisting of a 4,818 square foot building, which includes marina, restaurant, and aquacultural operation. The redevelopment is outside of the jurisdiction of MDOT SHA, and we do not anticipate the construction will negatively impact the surrounding State roadway network. Therefore, the MDOT SHA has no objection to the construction as proposed.

If you have any questions, or require anything additional, please contact Mr. Daniel Wilson, District 1 Access Management Regional Engineer, at 410-677-4048, by using our toll free number (in Maryland only) at 1-800-825-4742 (x4048), or via email at [dwilson12@mdot.maryland.gov](mailto:dwilson12@mdot.maryland.gov). Mr. Wilson will be happy to assist you.

Sincerely,



James W. Meredith  
District Engineer

cc:

Mr. Dallas Baker, D-1 Assistant District Engineer-Project Development, MDOT SHA  
Mr. Don Conner, D-1 Access Management Consultant Inspector, MDOT SHA  
Mr. Rodney Hubble, Resident Maintenance Engineer-Snow Hill Shop, MDOT SHA  
Mr. Tony Turner, Assist. Resident Maintenance Engineer-Snow Hill Shop, MDOT SHA  
Mr. Daniel Wilson, D-1 Access Management Regional Engineer, MDOT SHA

WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE  
Department of Development Review & Permitting  
Worcester County Government Center  
1 W. Market St., Room 1201  
Snow Hill, Maryland 21863  
410-632-1200, Ext. 1151  
[pmiller@co.worcester.md.us](mailto:pmiller@co.worcester.md.us)

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Project: Baywater Landing Marina  
Date: 12/9/2020  
Tax Map: 73 Parcel: 49 Section: \_\_\_\_\_ Lot: \_\_\_\_\_

### STANDARD COMMENTS

1. Items listed in this review are **not** required for Technical Review Committee approval.
2. Provide complete code review. List type of construction, use groups, height and area, occupant loads, live, dead and other structural loads.
3. Soils report required at time of building permit application.
4. Compaction reports due at all footings and slab inspections as well as any site work and structural fill.
5. Complete sealed architectural, structural, mechanical, plumbing and electrical plans are required.
6. Provide information for wind, snow, floor, roof and seismic loads.
7. Special inspections (Third party) required per IBC Chapter 17 for steel, concrete, masonry, wood, prepared fill, foundations and structural observations.
8. Provide plan for owner's special inspection program, list inspections and inspection agencies.
9. A Maryland Registered Architect must seal plans. This architect or architectural firm will be considered the architect of record.
10. A pre-construction meeting will be required before any work starts.
11. Provide complete ADA and MAC code requirements and details.
12. List on construction documents all deferred submittals.
13. Truss and other shop drawings will be required prior to installation. Design professional in responsible charge shall review and approve all shop drawings.
14. Please provide your design professional with a copy of these comments.
15. Architect certification prior to final site visits made during construction and in accordance with approved plans and specifications.

## Site specific comments

1. Current Codes: 2018 International Building Code  
2018 International Residential Code  
2018 International Energy Conservation Code  
2018 International Mechanical Code  
2017 NEC  
Maryland Accessibility Code  
2010 ADA Standards for Accessible Designs
2. Provide an automatic fire suppression system if Occupant load > 100.
3. Wind Design: 126 MPH (assumed); Risk category II; Exposure "C"
4. Complete sealed architectural, structural, mechanical, plumbing and electrical plans are required.
5. ADA: Provide all details and specifications per 2010 ADA design standards and Maryland Accessibility Code. Provide minimum of (1) ADA seat type for: Bar (must be fixed table / booth or drop portion of bar to accessible height); Dining at fixed and table; Outdoor seating.
6. Grease trap at ADA access aisle must be level with pavement and may not impede use of access aisle.
7. Provide an Energy Compliance Report and lighting plan (wattage report).  
Any new walk-in /freezer to comply with DOE minimum standards.
8. Mixed use classification: A-2 (restaurant) / M (camp store) / F (processing area)?
9. Comply with Worcester County floodplain ordinance for structures located within the flood zone.  
Processing area if located below B.F.E. to comply with BR 2-305 (e) Non-residential structures and non-residential portions of mixed use structures.
10. Demolition permit will be needed for removal of existing structures.

There is not enough information provided at this time to provide additional comments.



DEPARTMENT OF ENVIRONMENTAL PROGRAMS

**Worcester County**

GOVERNMENT CENTER  
ONE WEST MARKET STREET, ROOM 1306  
SNOW HILL, MARYLAND 21863  
TEL: 410.632.1220 / FAX: 410.632.2012

LAND PRESERVATION PROGRAMS  
STORMWATER MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
SHORELINE CONSTRUCTION  
AGRICULTURAL PRESERVATION  
ADVISORY BOARD

WELL & SEPTIC  
WATER & SEWER PLANNING  
PLUMBING & GAS  
CRITICAL AREAS  
FOREST CONSERVATION  
COMMUNITY HYGIENE

**MEMORANDUM**

DATE: March 11, 2020  
TO: Applicant  
FROM: Jenelle Gerthoffer, Natural Resources Administrator   
SUBJECT: Stormwater/Sediment Erosion Control Plan/Permit



Please note, if a Stormwater plan is approved by this office and does not include phasing, the corresponding permit can only receive Stormwater Final approval once all improvements are completed and the entire site is stabilized. This includes properties which have multiple Building or Zoning permits associated with the Stormwater plans. If a Stormwater Bond is required per the permit, the bond will only be released once a Stormwater Final approval takes place.

Additionally, if pervious pavement (i.e. asphalt, concrete) is proposed as a Stormwater Best Management Practice (BMP), an engineer will be required to ensure that this BMP is installed per the approved plan and the correct sequence is detailed on approved plans. Furthermore, all site disturbance must be stabilized prior to beginning the BMP installation process to avoid any contamination or performance issues. If components of the BMP become contaminated, excavation may be required. A detail/schematic must be site specific and reflect how associated sub drains are connected to piping and also illustrate all material being used in subgrade when using this BMP.

If you have any questions, please feel free to contact the Natural Resources Administrator, Jenelle Gerthoffer, at (410) 632-1220, ext. 1147.



**Worcester County**  
**DEPARTMENT OF PUBLIC WORKS**  
6113 TIMMONS ROAD  
SNOW HILL, MARYLAND 21863

**MEMORANDUM**

**TO:** Kristen Tremblay, Zoning Administrator  
**FROM:** Frank J. Adkins, Roads Superintendent (FA)  
**DATE:** November 24, 2020  
**SUBJECT:** TRC Meeting – December 9, 2020

**JOHN H. TUSTIN, P.E.**  
DIRECTOR

**JOHN S. ROSS, P.E.**  
DEPUTY DIRECTOR

TEL: 410-632-5623  
FAX: 410-632-1753

**DIVISIONS**

**MAINTENANCE**  
TEL: 410-632-3766  
FAX: 410-632-1753

**ROADS**  
TEL: 410-632-2244  
FAX: 410-632-0020

**SOLID WASTE**  
TEL: 410-632-3177  
FAX: 410-632-3000

**FLEET  
MANAGEMENT**  
TEL: 410-632-5675  
FAX: 410-632-1753

**WATER AND  
WASTEWATER**  
TEL: 410-641-5251  
FAX: 410-641-5185

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**Section 1-325 Site Plan Review**

**A. Baywater Landing Marina**

1. Reserve comments pending review of construction drawings.

cc: John H. Tustin, P.E.

FJA:ll  
\\wcfiler2\users\llawrence\TRC\2020\12.9.2020