

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE
AGENDA**

Wednesday, August 13, 2025 at 1:00 p.m.

**Worcester County Government Center, Room 1102, One West Market Street,
Snow Hill, Maryland 21863**

I. Call to Order

II. Site Plan Review (§ ZS 1-325)

A. Solito Properties, LLC – Minor Site Plan Review

Proposed site development for agritourism facility and for the commercial hosting of non-agricultural events. Located at 11010 Worcester Highway, Berlin, MD 21811. Tax Map 15, Parcel 256, Tax District 3, A-1 Agricultural District, Solito Properties, LLC, owner / Russell T. Hammond Surveying, LLC, surveyor/engineer.

III. Adjourn

TECHNICAL REVIEW COMMITTEE

DATE OF MEETING: August 13, 2025

PROJECT: Solito Properties, LLC

APPLICANT(S) IN ATTENDANCE:

TRC MEMBERS IN ATTENDANCE:

_____ Tremblay, Zoning Administrator
_____ Zito, DRP Specialist III
_____ Miller, Building Plans Reviewer III
_____ Mitchell, Environmental Programs
_____ White, Environmental Programs
_____ Soper, Environmental Programs
_____ Birch, Environmental Programs
_____ Mathers, Environmental Programs
_____ Owens, Fire Marshal
_____ Korb, Deputy Fire Marshal
_____ Lynch, County Roads
_____ Berdan, County Roads
_____ Wilson, State Highway Admin.
_____ Fritts, State Highway Admin.
_____ Clasing, W & WW, DPW
_____ Knight, Planning Commission Rep.



DEPARTMENT OF
DEVELOPMENT REVIEW AND PERMITTING

Worcester County

ZONING DIVISION
BUILDING DIVISION
BOARD OF LICENSE
COMMISSIONERS

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>

ADMINISTRATIVE DIVISION
CUSTOMER SERVICE DIVISION
TECHNICAL SERVICES DIVISION

WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE MEETING

August 13, 2025

Project: Solito Properties, LLC – Minor Site Plan Review

Proposed site development for Agritourism facility and for the commercial hosting of non-agricultural events. Located at 11010 Worcester Highway, Berlin, MD 21811. Tax Map 15, Parcel 256, Tax District 3, A-1 Agricultural District, Solito Properties, LLC, owner / Russell T. Hammond Surveying, LLC, surveyor/engineer.

Prepared by: Ben Zito, DRP Specialist

Contact: bmzito@worcestermd.gov or (410) 632-1200, extension 1134

***Worcester County Government DOES NOT ACCEPT wire transfers. Payments for valid fees can be made in person, by mail to the county's Snow Hill address, or a secure online portal. Please confirm the validity of any payment address by calling our office at 410-632-1200.**

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 \$350 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. Four (4) 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:

§ZS1-201	A-1 Agricultural District
§ZS1-305	Lot Requirements Generally
§ZS1-306	Access to Structures
§ZS1-319	Access and Traffic Circulation Requirements
§ZS1-320	Off-Street Parking Areas
§ZS1-321	Off-Street Loading Spaces
§ZS1-322	Landscaping and Buffering Requirements
§ZS1-323	Exterior Lighting
§ZS1-324	Signs
§ZS1-325	Site Plan Review
§ZS1-326	Classification of Highways

1. The lot consolidation with Parcel 256 will need to be approved prior to the commercial hosting of non-agricultural events. §ZS1-201(c)(32). <https://ecode360.com/32834284>
2. The site of the commercial event itself and all associated use areas shall be located not less than five hundred feet from any residential structure on an adjacent property or public road. Please show this 500' separation distance from Worcester Highway.
3. The 100' setback for special events and the 50' setback for agritourism uses needs to be shown on the site plan. Since the two lots must be consolidated, the setbacks need to be measured from the flag stem on Katelyn Lane.
4. Please delineate the special events area on the site plan. The use area is depicted for the agritourism, but there is none for the commercial special events.
5. Please add a note that any amplified music must end by 11:00pm.
6. Please add a parking chart on the site plan.
7. An additional handicapped parking space will be required.
8. Please add landscaped screening along Worcester Highway.
9. Please add landscaping within the parking areas. Landscaping shall be provided at the ends of each parking row, and 5 trees will need to be planted in total.
10. Please clarify the height of the proposed fence. If the proposed fence is greater than 4' high, the fence will need to be moved within the setback.
11. Please clarify the status of the solar panels.
12. Please add a note that the agritourism and special events uses were approved by Special Exception per BZA case # 25-31.

13. A tenant fit-out permit will be required for the existing building.
14. Building permits will be required for the proposed pavilion and storage building.
15. A zoning permit for all site improvements including, but not limited to, signage and landscaping will be needed.
16. Special events permits will need to be provided for each event. This can be combined onto one (1) permit application per year if all event dates, estimated number of guests, catering, tent specifications and portable restroom contracts are provided on the same permit.
17. The proposed seafood carryout and food truck will need approval from the Worcester County Health Department. Please reach out to Environmental Programs if their approval is needed as well.

Other Agency Approvals:

1. Written confirmation that the water and sewer requirements have been met will be required to be provided from the Department of Environmental Programs 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 and/or State Highway Administration regarding the existing, proposed, or modified commercial entrances on all parcels shall be provided to the Department prior to granting signature approval.

***Please provide a detailed listing of all site plan changes along with any resubmission.**

NEXT STEPS: For a Minor Site Plan - Final approval of the site plan will not be granted until all comments provided to the applicant by the TRC have been addressed on the site plan and associated documents. Once the site plan and other documents have been adjusted, it will need to be resubmitted to the TRC for final signature approval before building/zoning permits will be issued.

The approval of the site plan or the installation of the improvements as required in this Title shall in no case serve to bind the County to accept such improvements for maintenance, repair or operation thereof. Acceptance of improvements shall be subject to applicable County or state regulations.

No public easement, right-of-way or public improvement shall be accepted for dedication unless approved by the County Commissioners. Such approval shall not be given by the County Commissioners until any such easement, right-of-way or improvement complies with all the requirements set forth by the approving body, including such other requirements that the approving body might impose for public utilities, streets, roads, drainage, etc. All improvements accepted for dedication shall be depicted on an instrument to be recorded in the land records of Worcester County.



Worcester County

Department of Environmental Programs
Natural Resources Division

Memorandum

To: Worcester County Technical Review Committee

From: Joy S. Birch, Natural Resources Planner III (JSB)

Subject: August 13, 2025 - Technical Review Committee Meeting

Date: July 18, 2025

- **Solito Properties, LLC – Minor Site Plan Review**

Proposed site development for Agritourism facility. Located at 11010 Worcester Highway, Tax Map 15, Parcel 256, Tax District 3, A-1 Agricultural District, Solito Properties, LLC, owner / Russell T. Hammond Surveying, LLC, surveyor/engineer. This is located outside of the Atlantic Coastal and Chesapeake Bay Critical Area Program. No Comment.

Citizens and Government Working Together



Worcester County
Department of Environmental Programs
Environmental Programs Division

Memorandum

To: Technical Review Committee (TRC) for a August 13, 2025 Meeting

From: Environmental Programs Staff

Subject: Solito Properties, LLC – Minor Site Plan Review
Tax Map 15, Parcel: 256

Date: August 5, 2025

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 owners need to stay within the septic capacity available on the property as the parameter for normal operations. The existing septic system is designed for 600 gallons per day flow. Special events and functions that could have attendance that would exceed the normal septic capacity available on the property will need to be mitigated by catered operations for food supply to the events along with adequate portable restrooms.

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GOVERNMENT CENTER

ONE WEST MARKET STREET, ROOM 1302

SNOW HILL, MARYLAND 21863-1294

TEL: 410-632-5666

FAX: 410-632-5664

TECHNICAL REVIEW COMMITTEE COMMENTS

PROJECT: **Solito Properties**

TRC #: **20250310**

LOCATION: **11010 Worcester Highway – Berlin, Maryland 21811**

CONTACT: **Patrick Brady**

MEETING DATE: **August 13, 2025**

COMMENTS BY: **Robert Korb, Jr.**

Chief Deputy Fire Marshal

As you requested, this office has reviewed plans for the above project. Construction shall be in accordance with applicable Worcester County and State of Maryland fire codes. This review is based upon information contained in the submitted TRC plans only, and does not cover unsatisfactory conditions resulting from errors, omissions, or failure to clearly indicate conditions. A full plan review by this office is required prior to the issuance of a building permit. The following comments are noted from a fire protection and life safety standpoint.

Scope of Project:

Site development of an agri-tourism project consisting of a 40' x 60' pavilion (2,400 s.f.) The classification for this project shall be assembly occupancy as defined in NFPA 101.

General Comments:

1. A complete set of building plans shall be submitted and approved by our office prior to start of construction.
2. Enclosing the pavilion by any means (plastic or permanent windows / walls) will require an automatic fire suppression system (sprinklers) be installed in the space.
3. No further comments at this time.

Solito Properties - Agritourism Facility

From Kelly Henry <khenry@worcestermd.gov>

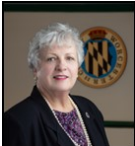
Date Tue 7/15/2025 10:44 AM

To Benjamin M. Zito <bmzito@worcestermd.gov>

Ben,

The address of 11010 Worcester Highway is still a valid address. This building used to be a garden center. Please ask Russell Hammond to fix the site plan. At the request of P Brady, and approval of the Co. Comm, the private lane for Lot 5 is "Brooklyn" Lane, not Katelyn Lane. Thank you.

I don't know what kind of easement you need with the parking and driveway to a proposed structure being offsite on Parcel 256, Lot 5. I know currently P. Brady owns both, but it is still off site.



Kelly L. Henry
Technical Services Division Manager
Department of Development Review & Permitting
Worcester County Government Center
One West Market Street - Room 1201
Snow Hill, Maryland 21863

Phone: 410.632.1200 Extension 1130

Fax: 410.632.3008

Email: khenry@co.worcester.md.us - **NEW EMAIL: khenry@worcestermd.gov**

RE: 8/13/25 TRC Transmittal - Solito Properties, LLC

From Jeffrey Fritts <JFritts@mdot.maryland.gov>

Date Thu 7/17/2025 9:36 AM

To Benjamin M. Zito <bmzito@worcestermid.gov>; Kristen Tremblay <ktremblay@worcestermid.gov>; Brian M. Soper <bmsoper@worcestermid.gov>; Cathy Zirkle <czirkle@worcestermid.gov>; Chris Clasing <cclasing@worcestermid.gov>; Dallas Baker <dbaker@worcestermid.gov>; Daniel Wilson <DWilson12@mdot.maryland.gov>; David M. Bradford <dbradford@worcestermid.gov>; David Mathers <dmathers@worcestermid.gov>; Gary Serman <gserman@worcestermid.gov>; Gary R. Pusey <grpusey@worcestermid.gov>; Jennifer Keener <jkkeener@worcestermid.gov>; Jessica Wilson <jwilson@worcestermid.gov>; Joy Birch <jbirch@worcestermid.gov>; Kevin Lynch <klynch@worcestermid.gov>; Laurie Bew <lbew@worcestermid.gov>; Lisa Lawrence <llawrence@worcestermid.gov>; Mmknight@comcast.net <Mmknight@comcast.net>; Matt Owens <mowens@worcestermid.gov>; Matthew Laick <mllaick@worcestermid.gov>

Hello,

SHA has no objection; this will have no negative impact to the state roadways.



Jeff Fritts

Access Management

Regional Engineer

410.677.4039 **office**

443.397.5063 **mobile**

Jfritts@mdot.maryland.gov

Maryland Department of Transportation

660 West Road, Salisbury, MD 21801

From: Benjamin M. Zito <bmzito@worcestermid.gov>

Sent: Monday, July 14, 2025 8:38 AM

To: Kristen Tremblay <ktremblay@worcestermid.gov>; Brian M. Soper <bmsoper@worcestermid.gov>; Cathy Zirkle <czirkle@worcestermid.gov>; Chris Clasing <cclasing@worcestermid.gov>; Dallas Baker <dbaker@worcestermid.gov>; Daniel Wilson <DWilson12@mdot.maryland.gov>; David M. Bradford <dbradford@worcestermid.gov>; David Mathers <dmathers@worcestermid.gov>; Gary Serman <gserman@worcestermid.gov>; Gary R. Pusey <grpusey@worcestermid.gov>; Jeffrey Fritts <JFritts@mdot.maryland.gov>; Jennifer Keener <jkkeener@worcestermid.gov>; Jessica Wilson <jwilson@worcestermid.gov>; Joy Birch <jbirch@worcestermid.gov>; Kevin Lynch <klynch@worcestermid.gov>; Laurie Bew <lbew@worcestermid.gov>; Lisa Lawrence <llawrence@worcestermid.gov>; Mmknight@comcast.net; Matt Owens <mowens@worcestermid.gov>; Matthew Laick <mllaick@worcestermid.gov>; Paul Miller <pmiller@worcestermid.gov>; Robert Korb Jr. <rkorb@worcestermid.gov>; Robert Mitchell <bmmitchell@worcestermid.gov>; Stuart White <swhite@worcestermid.gov>; Tony Fascelli <tfascelli@worcestermid.gov>; Kelly Henry <khenry@worcestermid.gov>

Subject: Re: 8/13/25 TRC Transmittal - Solito Properties, LLC

Caution: CAUTION: Suspicious? Double-check! This email is from an external source. If something seems unusual, even from someone you know, verify directly. Forward suspicious emails directly to Email Abuse (abuse@mdot.maryland.gov) or call the MDOT Service Desk at 410-768-7181 for assistance.

All,

I made a typo on the previous transmittal. The attached corrected version has been updated to Solito Properties, LLC.

Thanks,

Ben Zito
DRP Specialist III
Dept. of Development, Review and Permitting
Worcester County Government
One West Market Street, Room 1201
Snow Hill, MD 21863
(410) 632-1200, ext. 1134
bmzito@worces termd.gov

From: Benjamin M. Zito

Sent: Monday, July 14, 2025 8:07 AM

To: Kristen Tremblay <ktremblay@co.worcester.md.us>; Brian M. Soper <bmsoper@co.worcester.md.us>; Cathy Zirkle <czirkle@co.worcester.md.us>; Chris Clasing <cclasing@co.worcester.md.us>; Dallas Baker <dbaker@co.worcester.md.us>; Dwilson12@sha.state.md.us <Dwilson12@sha.state.md.us>; David M. Bradford <dbradford@co.worcester.md.us>; David Mathers <dmathers@co.worcester.md.us>; Gary Serman <gserman@co.worcester.md.us>; Gary R. Pusey <grpusey@co.worcester.md.us>; jfritts@mdot.maryland.gov <jfritts@mdot.maryland.gov>; Jennifer Keener <jkeener@co.worcester.md.us>; Jessica Wilson <jwilson@co.worcester.md.us>; Joy Birch <jbirch@co.worcester.md.us>; Kevin Lynch <klynch@co.worcester.md.us>; Laurie Bew <lbew@co.worcester.md.us>; Lisa Lawrence <llawrence@co.worcester.md.us>; Mmknight@comcast.net <Mmknight@comcast.net>; Matt Owens <mowens@co.worcester.md.us>; Matthew Laick <mmlaick@co.worcester.md.us>; Paul Miller <pmiller@co.worcester.md.us>; Robert Korb Jr. <rkorb@co.worcester.md.us>; Robert Mitchell <bmitchell@co.worcester.md.us>; Stuart White <swhite@co.worcester.md.us>; Tony Fascelli <tfascelli@co.worcester.md.us>; Kelly Henry <khenry@co.worcester.md.us>

Subject: 8/13/25 TRC Transmittal - Solito Properties, LLC

All,

See the attached transmittal and site plan for Solito Properties, LLC for 8/13/25 TRC.

Thank you,

Ben Zito

DRP Specialist III

Dept. of Development, Review and Permitting


Worcester County Government



Worcester County
Department of Environmental Programs
Natural Resources Division

Memorandum

To: Technical Review Committee

From: David Mathers, Natural Resources Planner IV 

Subject: Forest Conservation & Stormwater Management Review

Date: August 7, 2025

Date of Meeting: August 13, 2025

Project: Solito Properties, LLC

Location: 11010 Worcester Hwy, Tax Map: 15, Parcel: 256, Lot: 2

Owner/Developer: Solito Properties, LLC

Surveyor/Engineer: Russell T. Hammond Surveying

This project is subject to the Worcester County Forest Conservation Law. A Forest Conservation Application and fee have been submitted. A Forest Stand Delineation (FSD) and Forest Conservation Plan (FCP) must be approved prior to this project receiving Signature Plan Approval.

The net tract area is 6.95 acres. There are 4.15 acres of forest within the net tract area. With an afforestation threshold of 20 percent and conservation threshold of 50 percent, the break-even point is 3.62 acres. Compliance with the Forest Conservation Law will be provided for with 3.62 acres of forest placed in a Forest Conservation easement.

This project is subject to the Worcester County Stormwater Ordinance. Stormwater Final Plan approval must be received prior to this project receiving Signature Plan Approval.

All projects over one acre of disturbance 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

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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.

Citizens and Government Working Together

WORCESTER COUNTY GOVERNMENT CENTER 1 WEST MARKET STREET, ROOM 1306 SNOW HILL, MARYLAND 21863
TEL: 410-632-1220 FAX: 410-632-2012



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: January 1, 2024

TO: Applicant

FROM: David M. Bradford, Deputy Director

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 Deputy Director, David Bradford, at (410) 632-1220, ext. 1143.