

WORCESTER COUNTY PLANNING COMMISSION AGENDA

Thursday, January 8, 2026

Worcester County Government Center
One West Market St., Room 1102
Snow Hill, Maryland 21863

The public is invited to view this meeting live: <https://worcestercountymd.swagit.com/live>

Due to recent email scams by an individual impersonating a County employee alleging that unanticipated fees are owed, please know that Development Review and Permitting (DRP) will never require payment by wire transfer. If you receive such an email or call, contact DRP directly at 410-632-1200, and staff will be glad to assist you.

I. Call to Order (1:00 p.m.)

II. Administrative Matters

- A. Planning Commission Meeting Minutes – December 4, 2025
- B. Board of Zoning Appeals Agenda – January 8, 2026
- C. Technical Review Committee Agenda – January 14, 2026

III. Waivers

- A. Delmarva Aces – Waiver for Automatic Landscape Irrigation System

IV. Site Plan Review

- A. RLG – Major Site Plan Review

V. Text Amendment

- A. § ZS 1-351(b)(5): Off-Street Parking Requirements for Short-Term Rentals

VI. Work Session

- A. Comprehensive Plan Revised Draft Chapters

VII. Adjournment

**WORCESTER COUNTY PLANNING COMMISSION
MEETING MINUTES – December 4, 2025**

Meeting Date: December 4, 2025

Time: 1:00 P.M.

Location: Worcester County Government Office Building, Room 1102

Attendance:

Planning Commission

Jerry Barbierri, Chair
Phyllis Wimbrow, Vice Chair
Marlene Ott
Kathy Drew
Mary Knight
Ken Church
Betty Smith

Staff

Jennifer Keener, Director, DRP
Matt Laick, Deputy Director, DRP
Kristen Tremblay, Zoning Administrator, DRP

I. Call to Order

II. Administrative Matters

A. Review and approval of minutes, November 6, 2025.

As the first item of business, the Planning Commission reviewed the minutes of the November 6, 2025, meeting.

Following the review, a motion was made by Ms. Drew to approve the minutes as written. Ms. Ott seconded the motion, and the motion carried with no opposition. Ms. Wimbrow abstained from the vote.

B. Board of Appeals Agenda, December 11, 2025.

As the next item of business, the Planning Commission reviewed the agenda for the Board of Zoning Appeals meeting scheduled for December 11, 2025. Ms. Tremblay was present for the review to answer questions and address concerns of the Planning Commission.

No comments were forwarded to the Board.

C. Technical Review Committee Agenda, December 10, 2025.

As the next item of business, the Planning Commission reviewed the agenda for the Technical Review Committee meeting scheduled for December 10, 2025. Ms. Tremblay was present for the review to answer questions and address concerns of the Planning Commission.

No comments were forwarded to the Committee.

III. Site Plan Review

A. Coastal Community Church – Major Site Plan Review

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Mr. Robert Palmer, Ms. Teresa Vickers, and Mr. Bryan Pugner approached the table. Mr. Palmer provided an overview of the history of the site, and the proposed site plan and building. Mr. Palmer provided an overview of the waivers that he was requesting from the *Design Guidelines and Standards for Commercial Uses*. Mr. Palmer also provided an overview of the waiver he was requesting from §ZS 1-320(f)(1) that requires all parking and vehicular travelways to be constructed of materials that provide a hard and durable surface that precludes or limits particulate air pollution.

Following a discussion, a motion was made by Ms. Knight to approve the site plan as submitted, and to grant a waiver to §ZS 1-320(f)(1) for the proposed gravel parking areas. Ms. Ott seconded the motion, and the motion carried unanimously.

Following a discussion, a motion was made by Ms. Wimbrow to grant a waiver to the Section 8(b)(1) and 8(b)(2) of the *Design Guidelines and Standards for Commercial Uses*. Ms. Ott seconded the motion, and the motion carried unanimously.

Following a discussion, a motion was made by Mr. Church to grant a waiver to the Section 10(b)(1)(C) of the *Design Guidelines and Standards for Commercial Uses*. Ms. Knight seconded the motion, and the motion carried unanimously.

B. Racetrack Village Residential Planned Community – Step I Concept Plan

Mr. Hugh Cropper, IV, Mr. Steve Engel, Mr. Carl Wilson, and Mr. Wayne Getman approached the table. Mr. Cropper provided an overview of the site plan, as well as an overview of the recent rezoning case of this property.

Mr. Engel provided more details on the site plan, and Mr. Wilson provided more details on the traffic light at the intersection, as well as the applicant's traffic study and the RPC's impact on traffic.

Mr. Barbierri inquired about the lack of a commercial component within the applicant's traffic impact study. Mr. Wilson stated that even with the commercial component, the analysis and study still showed the development would have a negligible impact on traffic in the area. Mr. Wilson also stated that an all-commercial development (as had been previously intended) would generate significantly more traffic than the current proposed development.

Ms. Ott inquired about the lack of parking shown on the commercial component on the site plan. Mr. Engel clarified that the area does include parking spaces and that future plans will show the commercial parking.

Ms. Ott also inquired about the one (1) proposed single-family dwelling. Mr. Engel and Mr. Cropper confirmed that the single-family unit will be a townhouse and that it will not be separate from the rest of the units.

Following a discussion, a motion was made by Ms. Wimbrow to forward a favorable recommendation of the Racetrack Village RPC to the County Commissioners and to accept

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the Technical Review Committee’s Findings of Fact. Mr. Church seconded the motion, and the motion carried unanimously.

IV. Map Amendment

A. Rezoning Case No. 452 – 1.66 acres from A-2 Agricultural District to C-2 General Commercial District. Located between MD Route 611 (Stephen Decatur Highway) and Sinepuxent Road, Ocean City, MD across from Airport Road. Tax Map 26, Parcel 340, Tax District 10. KASA Holdings, LLC, Property Owner, and Hugh Cropper IV, attorney.

Applicants: Hugh Cropper, IV, attorney; Aaron Finney, managing member, KASA Holdings, LLC; and Steve Engel, Vista Design, Inc.

Mr. Cropper explained that the parcel is approximately 1.66 acres in size and has been zoned agricultural since the inception of zoning. In 1987, Rezoning Case No. 239 was denied for a requested change in zoning to B-2 General Business District. The petitioned area is located between MD Route 611 and Sinepuxent Road. In his application, Mr. Cropper argued both a change in the character of the neighborhood and a mistake was made during the 2009 Comprehensive Rezoning.

On the argument of mistake, Mr. Cropper stated that there is limited to no on-site septic capacity in the petitioned area. In addition, Mr. Cropper filed a request for an EDU in the Mystic Harbour sanitary service area and was denied. Therefore, the owner needs to find a use that requires very little or no sewer at all. In his opinion, commercial zoning would be more appropriate. He argued that it was illogical that the petitioned area was not rezoned commercial at the same time the parcel to the north (Parcel 211, Rezoning Case No. 405) was rezoned to C-1 Neighborhood Commercial District in 2017. However, Mr. Cropper opines that it should have been C-2 General Commercial District, because the owner has been unable to develop the property under the current C-1 District regulations.

Mr. Cropper stated that the petitioned area is currently taxed as Residential on the Maryland Department of Assessments and Taxation Real Property sheet, despite the urban area. With respect to the proximity of the property to the municipal airport, the Town of Ocean City has provided a letter of no objection, subject to recording an aviation easement that limits the overall height of the development.

Regarding the change in the character of the neighborhood, Mr. Cropper stated that while he defined the neighborhood in Exhibit B, Mr. Engel suggests that the neighborhood is much larger, consistent with Rezoning Case No. 449 but inclusive of the petitioned area as shown on Exhibit B. The amended neighborhood was proffered for the Planning Commission’s consideration. Mr. Engel stated that there have been significant changes in the neighborhood, including rezoning cases that have expanded the residential development capacity of the area and the assignment of Mystic Harbour EDUs to the Sea Oaks property, allowing significant residential development, all of which were not contemplated in 2009. Additionally, on

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December 2, 2025, the Worcester County Commissioners approved a request to extend the West Ocean City sanitary service area to Parcel 274 north of Sea Oaks, which may allow additional EDUs to be allocated from the Mystic Harbor plant in the future.

Relative to consistency with the comprehensive plan and the current zoning, Mr. Engel finds a commercial district more consistent and has a poor opinion of the C-1 District in general due to the limited uses. Therefore, the C-2 District is more appropriate for the petitioned area. Mr. Cropper also stated that the 2006 comprehensive plan provided a broad brush approach to land use and that the petitioned area is in a transitional area, with Green Infrastructure to the west, and Existing Developed Area (EDA) to the northeast.

Relating to the argument of mistake, Mr. Cropper noted that if it is not a complete taking but it is a mistake, there must be consistency with the comprehensive plan. He argued that it was close to a complete taking because of the limited uses. Agricultural zoning requires five acres for agricultural structures; they could build a single-family dwelling. He stated that commercial use would be more consistent than a single-family dwelling. The zoning on Parcel 211 to the north was found to be a mistake, and if the Planning Commission agreed there, then this request is more desirable in terms of the comprehensive plan. It is an appropriate area to transition the zoning to commercial.

Relative to the Findings of Fact for Rezoning Case No. 239 (1988) when the prior rezoning to B-2 District was denied, Mr. Cropper noted that the neighborhood was more consistent with low density residential or agricultural, and it currently abuts commercial zoning on two sides. He contends that this area is nothing like what it was in 1988. Now, sewer service has been provided to the neighborhood, and recent amendments have expanded the West Ocean City sanitary service area closer to the petitioned area. In addition, the Town of Ocean City and the Worcester County Commissioners agreed to allocate an additional 170,000 gallons per day of sewer from the Town of Ocean City.

In summary, Mr. Cropper stated that the zoning of these parcels was not the subject of focus in 2009. The airport has expanded (a change in the neighborhood), the petitioned area is not appropriate for a single-family dwelling, and 95% of the A-1 District uses would be unable to be developed on the petitioned area. The expansion of sanitary service areas, the sewer allocation from the Town of Ocean City, and the multiple rezonings within the neighborhood resulting in hundreds of new residential dwelling units all support the argument for a change in the character of the neighborhood and mistake.

The Planning Commission discussed uses such as roadside stands that could be built on the petitioned area (40,000 square foot lot area) without requiring a significant building envelope. While a rezoning application cannot consider the desired use of the property, rather all potential uses that could be feasible, Mr. Finney is interested in building an office for his business. In summary, to zone a piece of property that could not be used for 95% of the permitted uses is a mistake and second, there have been extensive changes in the character of the neighborhood.

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The Planning Commission reviewed and commented upon each of the findings. **Following the discussion, a motion was made by Mrs. Knight, seconded by Mr. Church, and carried 5 to 2 with Mr. Barbierrri and Mrs. Wimbrow opposed, to find the proposed amendment to rezone the petitioned area from A-2 Agricultural District to C-2 General Commercial District consistent with the Comprehensive Plan based on a change in the character of the neighborhood, but not a mistake, and forward a favorable recommendation to the Worcester County Commissioners.**

V. **Adjourn**

On a motion made by Ms. Knight and seconded by Ms. Ott, the Planning Commission adjourned.

Mary Knight, Secretary

Ben Zito, DRP Specialist

**NOTICE OF PUBLIC HEARING
WORCESTER COUNTY
BOARD OF ZONING APPEALS
AGENDA**

THURSDAY JANUARY 8, 2026

Pursuant to the provisions of the Worcester County Zoning Ordinance, notice is hereby given that a public hearing will be held in-person before the Board of Zoning Appeals for Worcester County, in the Board Room (Room 1102) on the first floor of the Worcester County Government Center, One West Market Street, Snow Hill, Maryland. Audio and video recording will take place during this public hearing.

The public is invited to view this meeting live online at - <https://worcestercountymd.swagit.com/live>

6:30 p.m.

Case No. 26-2, on the lands of the Janice E. Kosko Living Trust, on the application of Katrina Durski, requesting an after-the-fact variance to the rear yard setback from 30 feet to 28.6 feet (to encroach 1.4 feet) for an existing deck in the R-2 Suburban Residential District, pursuant to Zoning Code §§ ZS 1-116(c)(4), ZS 1-206(b)(2) and ZS 1-305, located at 6 Decatur Court, Tax Map 16, Parcel 42, Section 5, Lot 238, Tax District 3, Worcester County, Maryland.

6:35 p.m.

Case No. 26-3, on the lands of JeanMarie Richardson and Steven Katz, on the application of Greg Wilkins, requesting a variance to the front yard setback from 25 feet to 17.93 feet (to encroach 7.07 feet) for a proposed porch with steps in the R-2 Suburban Residential District, pursuant to Zoning Code §§ ZS 1-116(c)(4), ZS 1-206(b)(2) and ZS 1-305, located at 10356 New Quay Road, Tax Map 21, Parcel 8, Section A, Block 8, Lot 8, Tax District 10, Worcester County, Maryland.

6:40 p.m.

Case No. 26-1, on the lands of the Ocean Pines Association Inc., on the application of Milestone Towers, requesting a special exception to allow a 150 foot tall camouflaged monopole in the R-2 Suburban Residential District, pursuant to Zoning Code §§ ZS 1-116(c)(3), ZS 1-206(c)(15) and ZS 1-343, located at 98 Clubhouse Drive west of the Ocean Pines golf course maintenance building, Tax Map 16, Parcel 56, Tax District 3, Worcester County, Maryland.

Administrative Matters

IMPORTANT NOTICE

Due to recent email scams by an individual impersonating a County employee alleging that unanticipated fees are owed, please know that Development Review and Permitting (DRP) will never require payment by wire transfer. If you receive such an email or call, contact DRP directly at 410-632-1200, and staff will be glad to assist you.

**WORCESTER COUNTY TECHNICAL REVIEW COMMITTEE
AGENDA**

**Wednesday, January 14, 2026 at 1:00 p.m.
Worcester County Government Center, Room 1102, One West Market Street,
Snow Hill, Maryland 21863**

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I. Call to Order

II. Site Plan Review (§ ZS 1-325)

A. Ocean Pines Golf Course Monopole- Sketch Plan Review

Proposed construction of a 150' monopole. Located at 98 Clubhouse Drive, Ocean Pines, MD 21811. Tax Map 16, Parcel 21, Tax District 3, R-2 Residential District. Ocean Pines Association, Inc., owner / Milestone Towers, applicant.

B. OC Cable Landing Site – Major Site Plan Review

Proposed construction of a 24,247 square foot building and associated site improvements for a cable landing station. Located at Tax Map 33, Parcel 136 on the Easterly side of Stephen Decatur Highway (MD Route 611), C-2 General Commercial District. Sandbridge Subsea 888 LLC, owner / Atlantic Group & Associates, Inc., engineer/applicant.

III. Adjourn

WORCESTER COUNTY PLANNING COMMISSION

MEETING DATE: January 8, 2026

PURPOSE: Code Requirement Waiver Request – Landscaping Irrigation

DEVELOPMENT: Delmarva Aces Expansion

LOCATION: Located at 9810 Hammond Road, on the southeastern corner of the intersection of US Rte. 113 (Worcester Highway) and Hammond Road, Bishopville, Tax Map 9, Parcel 378, Lot 1, Tax District 05.

ZONING DESIGNATION: C-2 General Commercial

BACKGROUND: The site plan for the Delmarva Aces Expansion received approval from the Planning Commission on May 1, 2025. The building and zoning permits for the project were issued on December 11, 2025.

The site plan originally proposed an automatic landscape irrigation system for the required landscaping. Due to budgetary constraints, the applicant is seeking a waiver to the automatic irrigation system.

PLANNING COMMISSION CONSIDERATIONS: According to §ZS1-322(b)(7), all landscaped areas are required to be readily accessible to a water supply and provided with an automatic irrigation system with rain sensors.

A waiver to this code requirement is being requested.

OWNER: DW RE Holdings, LLC

APPLICANT/DEVELOPER: David Whigham

PREPARED BY: Ben Zito, DRP Specialist

WORCESTER COUNTY PLANNING COMMISSION

MEETING DATE: January 8, 2026

PURPOSE: Code Requirement Waiver Request – Vehicular Travelway Material (Gravel)

DEVELOPMENT: Delmarva Aces Expansion

LOCATION: Located at 9810 Hammond Road, on the southeastern corner of the intersection of US Rte. 113 (Worcester Highway) and Hammond Road, Bishopville, Tax Map 9, Parcel 378, Lot 1, Tax District 05.

ZONING DESIGNATION: C-2 General Commercial

BACKGROUND: The site plan for the Delmarva Aces Expansion received approval from the Planning Commission on May 1, 2025. The building and zoning permits for the project were issued on December 11, 2025.

The site plan originally proposed asphalt for the parking and access drives. Due to budgetary constraints, the applicant is seeking a waiver from this requirement and is now proposing gravel within the parking and access drives.

PLANNING COMMISSION CONSIDERATIONS: According to §ZS 1-320(f)(1), all parking areas and vehicular travelways shall be constructed of materials that provide a hard and durable surface that precludes or limits particulate air pollution.

A waiver to this code requirement is being requested.

OWNER: DW RE Holdings, LLC

APPLICANT/DEVELOPER: David Whigham

PREPARED BY: Ben Zito, DRP Specialist

WORCESTER COUNTY PLANNING COMMISSION

MEETING DATE: January 8, 2026

PURPOSE: Major Site Plan Review

DEVELOPMENT: RLG

PROJECT: Proposed construction of a new 13,600 sq. ft. boat construction building, create contractor storage and material laydown areas and construct the associated support infrastructure of roads, well, septic, drainage and stormwater management components.

LOCATION: Located at 13053 Old Stage Road, on the westerly side of Old Stage Road, approximately 430 feet south of Hammond Road.

ZONING DESIGNATION: I-1 Light Industrial.

BACKGROUND: The property currently has three (3) commercial buildings used for boat fabrication, maintenance, and storage, and a business office.

A site plan for this project went before the Planning Commission in November 2023. The Planning Commission approved the site plan as submitted (subject to minor revisions), and the Planning Commission also granted waivers relating to gravel driveways, landscaping, and bicycle racks. Additionally, the Planning Commission granted eleven (11) waivers from the *Design Guidelines and Standards for Commercial Uses* for the building.

The Planning Commission's approval of the site plan in November 2023 expired, and the applicants are resubmitting the site plan. The resubmittal went back to the Technical Review Committee (TRC) on December 10, 2025. The applicants are again asking for the same site plan waivers, as well as the same waivers from the *Design Guidelines and Standards for Commercial Uses*.

SIGNS: Any signage shall meet the requirements of §ZS 1-324 and Section 14 of the *Design Guidelines and Standards for Commercial Uses* and shall be reviewed at permitting stage for compliance.

PARKING: Per §ZS 1-320, a minimum of fourteen (14) spaces and a maximum of nineteen (19) spaces are required. There are 14 spaces proposed on the site plan meeting the minimum requirements.

Parking spaces shall be demarcated with painted stripes and parking bumpers where shown. Handicap accessible parking spaces have been provided as required under the Maryland Accessibility Code. Also, all handicap accessible signs shall be posted a minimum of 84" from grade to the bottom of the reserved sign. All handicap spaces shall also be a minimum of 20' in depth, and where required, depressed curbing will need to be provided.

LOADING SPACES: There are eighteen trailer spaces available for loading and unloading located south of the proposed building.

TRAFFIC CIRCULATION: Access to the site is along an existing asphalt driveway with the entrance located on Old Stage Road. Either left-in or right-in options are available. The travelways and parking area adjacent and around the proposed building are shown as gravel on the site plan. **The owner is seeking a waiver from this requirement to allow gravel areas around the building.**

PEDESTRIAN AND BICYCLE CONNECTIVITY: §ZS 1-320 does not require any bicycle racks, and no bicycle racks are proposed.

REFUSE REMOVAL: A dumpster or refuse collection container is not proposed in this area of the overall site.

LANDSCAPING: The proposed building is surrounded by forest and is not visible from US Rt. 113, Hammond Road, or Old Stage Road. **The owner is seeking waivers from landscaping and irrigation requirements.**

FOREST CONSERVATION LAW: This property is not subject to Forest Conservation Law.

STORMWATER MANAGEMENT/ SEDIMENT EROSION CONTROL: This project has obtained Stormwater Final Plan approval.

CRITICAL AREA LAW: This property is located outside of the Atlantic Coastal Bays Critical Area (ACBCA) program boundary.

WATER SUPPLY AND WASTEWATER SERVICES: This project is served by on-site well and septic. Written confirmation will be required from Environmental Programs that all of their requirements have been met prior to signature site plan approval.

ARCHITECTURAL JUSTIFICATION: The building elevations have been designed and reviewed under the *Design Guidelines and Standards for Commercial Uses*. This development is located within the Agricultural tradition.

The items requiring a waiver from the Planning Commission have been itemized below under “Planning Commission Considerations.” The applicant is required to justify their waiver request based upon the criteria outlined in Section 2(b) of the *Design Guidelines and Standards*.

PROPERTY OWNER: RLG Property, LLC

APPLICANT: Vista Design, Inc.

ENGINEER: Vista Design, Inc.

PREPARED BY: Ben Zito, DRP Specialist

Site Plan Waivers Requested

- 1) According to §ZS 1-320(f)(1), all parking areas and vehicular travelways shall be constructed of materials that provide a hard and durable surface that precludes or limits particulate air pollution. The Planning Commission may grant a waiver for this requirement. **A waiver to this code requirement is being requested.**
- 2) §ZS 1-322(e)(4)(C) requires landscape screening. **A waiver to this code requirement is being requested.**
- 3) §ZS1-322(b)(7) requires that each landscaped area must be readily accessible to a water supply. Unless xeriscaping plant material and technologies are employed, all landscaped areas shall provide an automatic irrigation systems with rain sensors. Drip irrigation systems are preferred. If an automatic system is not feasible, the Planning Commission at its discretion may approve an alternate watering system to maintain the plant material. **A waiver to this code requirement is being requested.**

PLANNING COMMISSION CONSIDERATIONS – DESIGN GUIDELINES

Design Guidelines: Waivers Requested

Sec 9	Materials
Sec 10	Public Facades
Sec 16	Pedestrian & Bicycle Circulations
Sec 18	Exterior Lighting
Sec 19	Community Features & Spaces
Sec 20	Outdoor, Service and Utility Areas

Section 9(b)(3)(A): “Exterior wall or trim materials shall not include ... (A) Smooth faced concrete block.”

Section 10(b)(1)(A): Elements within each segment of the facade shall be symmetrical. Facade elements and openings shall be repeated in the same positions on either side of an imaginary central vertical line of that segment. Minor variations to a symmetrical condition can be absorbed while maintaining an overall sense of the balance.

Section 10(b)(1)(C): Facades greater than sixty feet in width shall be provided with wall plane projections or recesses that (See Figure 21.):

1. Have a depth of at least two feet or three percent of the facade width, whichever is greater; and
2. Extend at least twelve feet or twenty percent of the facade width, whichever is greater.

Section 10(b)(1)(E): Facades shall include at least two continuous details of twelve inches or less in height within the first ten feet of the building wall, measured vertically at street or sidewalk level.

Section 10(b)(1)(F): A minimum of one significant detail or massing component shall be repeated at least three times along each facade. The scale of the chosen element should relate to the scale of the structure.

Section 10(b)(1)(H): Facades shall incorporate transparent features such as windows and doors over a minimum of twenty-five percent of the surface area of facades but shall not exceed forty percent.

Section 10(b)(2)(B): All mechanical or utility equipment and other utility areas placed along any facade, including those at the side or rear of a structure, shall be screened from view with materials in keeping with the facade or landscaping and shall not impede vehicular or pedestrian traffic.

Section 13(b)(1): Building facades must include a repeating pattern that shall include at least two of the elements listed below. At least one of these elements shall repeat horizontally. All elements shall repeat at least every thirty feet, either horizontally or vertically. (See Photo 50.)

A. Color change.

B. Texture change.

C. Material change.

D. An architectural or structural bay with a change in plane of at least twelve inches in width, such as an offset, reveal or pilaster.

Section 16(b)(1): Pedestrian and bicycle circulation shall be identified on and be a required part of site plans. Internal as well as off site pedestrian and bicycle circulation paths shall be shown.

Section 16(b)(2): Sidewalks at least five feet in width shall be provided along all sides of the lot that abut a public or private right-of-way. Sidewalks shall be provided with human-scale lighting to create a safe and attractive pedestrian atmosphere.

Section 16(b)(3): Continuous internal pedestrian walkways, no less than five feet in width, shall be provided from the public sidewalk or right-of-way to the principal customer entrance of all principal buildings on the site.

Section 16(b)(4): Pedestrian connectivity between buildings and parking areas, external sidewalks, outparcel buildings, and transit stops shall be clearly indicated through the use of sidewalks and landscaped areas. A sidewalk from the parking area to each customer entrance of a building is required.

Section 16(b)(5): Demarcation of pedestrian and bicycle routes shall be required by utilizing a combination of a change in paving surface materials, landscaping, signage, or safety and directional lighting.

Section 16(b)(6): All internal walkways shall link to existing walkways both on site and off site and must coordinate with any adopted sidewalk/bikeway/trail/greenways plan for the area.

Section 16(b)(8): Sidewalks, no less than five feet in width, shall be provided along the full width of the building along any facade featuring a customer entrance and along any facade abutting required parking areas. Such sidewalks shall be located at least six feet from the facade of the building to provide planting beds for foundation landscaping, except where features such as arcades or entries are part of the facade. Additionally, seating areas for pedestrians shall be provided near the entry and under protective coverings. Seating should be provided at least every one hundred feet of sidewalk along building facades having customer entrances.

Section 16(b)(9): Internal pedestrian walkways shall provide weather protection features such as awnings or arcades at all customer entrances.

Section 16(b)(10): Bicycle lanes shall be provided on ingress and egress routes. These lanes shall be appropriately signed or otherwise demarcated. Bicycle racks shall be provided in accordance with the *Zoning and Subdivision Control Article*.

Section 18(b)(5): Wall packs shall be used as special purpose building security lights only. Wall packs may not be used as accent or general building/site lighting. They shall be fully shielded and direct light downward only and shall be equipped with true cut-off type bulbs. Spillover of light and glare from wallpacks shall not be visible at any property line. Lumen output should be two thousand or less.

Section 19(b)(1): Each commercial structure shall contribute to the improvement of public spaces by providing a community space that is centrally located, connected to the pedestrian walkway and placed in areas with the highest pedestrian traffic. It should be constructed of materials that are similar to the principal materials of the building and landscaped compatibly. This community space shall provide seating and at least one of the following:

- A. Patio.
- B. Pedestrian plaza.
- C. Transportation center.
- D. Window shopping walkway.
- E. Outdoor playground area.
- F. Kiosk area.
- G. Water feature.
- H. Clock tower.
- I. Other such deliberately shaped area or focal feature or amenity that, in the judgment of the Planning Commission, adequately enhances such community and public spaces.

Section 20(b)(1): Service areas for loading docks, truck and/or trailer parking, outdoor storage, utility meters, HVAC equipment, trash collection, trash compaction, recycling and other service functions should be incorporated into the overall design of the building and the landscaping so that the visual and acoustic impacts of these functions are contained and out of view from adjacent properties and public streets. These service areas should not be visible from adjacent rights-of-way or properties. They should be within enclosed buildings or screened from view by a wall a minimum of eight feet in height and extending the entire length of the service area. This building or wall should be constructed of the same material as that utilized to construct the primary building(s) on the site. Continuous, linear service drives and loading areas are discouraged.

Section 20(b)(6): The parking or storage of trucks, trailers or shipping containers is prohibited. Trucks or trailers should be in an active state of loading or unloading. Accessory outdoor storage cannot occur within trucks or trailers. Accessory, temporary outdoor storage of retail goods in containers may be considered in limited applications provided all requirements of the *Zoning and Subdivision Control Article* and other pertinent regulations are met.

December 10, 2025

Mr. Benjamin M. Zito
DRP Specialist III
Worcester County – Development Review and Planning
One West Market Street, Room 1201
Snow Hill, MD 21863

**Re: RLG Properties -- Bishopville Industrial Complex
Waiver Request of Various Design Guidelines**

Dear Mr. Zito,

On behalf of our client, RLG Properties, Inc. please accept this letter as our request for waivers of various sections of the Worcester County Design Guidelines (as adopted January 17, 2017) and Worcester County Code. RGL Properties, Inc. is proposing to construct a new 13,600 square foot boat construction building, contractor storage / material laydown areas and associated infrastructure including travel aisles, water distribution, sewage conveyance to an existing onsite septic system, and SWM components on their 58.21 acre, I-1 (Light Industrial District) zoned property located at 13053 Old Stage Road, Bishopville. All proposed improvements are located well internal to the property and will be surrounded by a retained forest buffer of over 250 feet to the nearest property line. As a result, proposed improvements, including the proposed new building, will not be visible from neighboring properties or public rights of way.

The specific waivers being requested to support the expansion of our client's property includes:

1. Section 9(b)(3)(A) - "Exterior wall or trim materials shall not include ... (A) Smooth faced concrete block":

- a. Due to the industrial nature of the proposed building, ease of construction, fire protection and adaptability are critical to its long-term efficacy. In addition, all other existing industrial buildings on the property were constructed of concrete CMU blocks. Therefore, we hereby request a waiver to permit the use of standardized CMU blocks as an exterior wall finish for the proposed new industrial building.

2. Section 10(b)(1) - Public facades

- a. We request a waiver from this entire section as it is intended to ensure citizens are provided with aesthetically pleasing buildings in public settings. This request is based upon the fact that the proposed industrial building does not satisfy the conditions of Section 10(b)(2)(A) which indicates that *"Any building façade located less than seventy-five feet from a property line shall be considered a public façade and shall comply with the requirements of subsection (1) above for public facades."* Given that no portion of the proposed new industrial building is within 75-feet of a property line and is essentially hidden from public view by over 250-feet of preserved dense woods in all directions, we suggest that Section 10(b)(1) is not applicable to this project.

3. **Section 10(b)(2)(B) – “All mechanical or utility equipment and other utility areas placed along any façade, including those at the side or rear of a structure, shall be screened from view with materials in keeping with the façade or landscaping and shall not impede vehicular or pedestrian traffic.”**
 - a. Given the industrial nature of site, the proposed building may include mechanical and/or utility equipment along its perimeter that is positioned where mechanically necessary and which may be visible to other onsite areas. However, given the over 250-foot densely wooded buffer to any property line that is to remain undisturbed, any mechanicals or utility equipment will not be visible to adjacent properties or the general public. Therefore, due to the building’s proposed location, we suggest that this section is not applicable to this project.
4. **Section 13(b)(1) – Design Guidelines and standards – “Building facades must include a repeating pattern that shall include at least two of the elements listed below. At least one of these elements shall repeat horizontally. All elements shall repeat at least every thirty feet, either horizontally or vertically.”**
 - a. Given the industrial nature of the site, and the fact the proposed building will be screened from view by any adjacent property owner or the public by over 250-feet of dense preserved forest, costs to incorporate color, texture, and/or material changes into the proposed building seems superfluous. To incorporate needed structural elements and various building access, the proposed building will incorporate changes in plane through the introduction of structural and visual components including exterior buttresses.
5. **Section 16 - Pedestrian and bicycle circulation**
 - a. This Section sets forth public accommodation requirements for neighborhoods and commercial sites related to pedestrian and bicyclist access and internal site circulation.
 - b. Given the industrial nature of this site, access to the general public is not permitted for safety purposes. Therefore, we request a waiver from the entirety of Section 16 to avoid situations where pedestrians or bicyclists could misinterpret the private industrial nature of the site and seek unauthorized access leading to increased, unnecessary hazards and/or increased liability to our client.
6. **Section 18(b)(5) – Exterior Lighting – “Wall packs shall be used as special purpose building security lights only. Wall packs may not be used as accent or general building/site lighting. They shall be fully shielded and direct light downward only and shall be equipped with true cut-off type bulbs. Spillover of light and glare from wallpacks shall not be visible at any property line. Lumen output should be two thousand or less.”**
 - a. We request a waiver to permit the use of wall pack lighting as it is the most efficient way to illuminate areas around an industrial building. The proposed building has been positioned within the 58± acre parcel such that it will not be visible to surrounding properties or the public ROW’s due to the dense forest being preserved. In addition, any wall pack lighting will be designed such that it is not visible from surrounding properties.
7. **Section 19 - Community features and spaces**
 - a. This Section requires that all sites be developed in an attractive and inviting manner, with amenities that reflect the character of the County.
 - b. Due to the industrial nature of this site, access to the general public is not permitted for safety reasons. In addition, the proposed building and associated infrastructure have been located

such that it is not visible to adjoining property owners or public ROW's. Therefore, we suggest this Section is not applicable to this property.

8. **Section 20(b)(1) – “Service areas for loading docks, truck and/or trailer parking, outdoor storage, utility meters, HVAC equipment, trash collection, trash compaction, recycling and other service functions should be incorporated into the overall design of the building and the landscaping so that the visual and acoustic impacts of these functions are contained and out of view from adjacent properties and public streets. These service areas should not be visible from adjacent rights-of-way or properties. They should be within enclosed buildings or screened from view by a wall a minimum of eight feet in height and extending the entire length of the service area. This building or wall should be constructed of the same material as that utilized to construct the primary building(s) on the site. Continuous, linear service drives and loading areas are discouraged.”**
 - a. As currently proposed, the new building and contractor lay down / storage areas have been positioned within the site boundaries such that they are screened from adjoining properties and public ROW's by the retention of dense forested areas. As such, we feel the intent of this Section has been satisfied, and hereby request a waiver to the Section's requirement for an 8' walled enclosure of loading and utility areas.
9. **Section 20(b)(6) – “The parking or storage of trucks, trailers or shipping containers is prohibited. Trucks or trailers should be in an active state of loading or unloading. Accessory outdoor storage cannot occur within trucks or trailers. Accessory, temporary outdoor storage of retail goods in containers may be considered in limited applications provided all requirements of the Zoning and Subdivision Control Article and other pertinent regulations are met.”**
 - a. We request a waiver to allow the parking and storage of trucks, trailers and shipping containers within the internal areas of the proposed site shown and labeled on the plan as contractor laydown and storage areas. The location of the storage containers and storage yards are already proposed to be screened by the proposed building, as well as the preservation of existing mature forested areas such that they will not be visible from the neighboring property lines or public rights of way.

In addition, we request a waiver of the following subsections of Worcester County Code Section ZS 1-320 & 1-322.

10. **Section §ZS 1-322(b)(7) – “Each landscaped area must be readily accessible to a water supply. Unless xeriscaping plant material and technologies are employed, all landscaped areas shall provide an automatic irrigation system with rain sensors. Drip irrigation systems are preferred. If an automatic system is not feasible, the Planning Commission at its discretion may approve an alternate watering system to maintain the plant material.”**
 - a. Given the industrial nature of the site, and the fact that the areas proposed for the new building and contractor lay down / storage areas will be screened by vast areas of preserved forest, any landscaping that may be planted to satisfy Code requirements will only be seen by the property owner. Therefore, we request the owner be permitted to use hose bibs in lieu of an automatic irrigation system. The plan currently proposes hose bibs along the building for exterior access to water that would be utilized to water any required landscaping.

11. Section §ZS 1-322(f) – “Landscaping shall be provided in all parking areas which serve more than five vehicles in accordance with...” code provisions listed in subsections 1 thru 5.

- a. Given the industrial nature of this site, and the fact that the proposed building and contractor lay down / storage areas have been nestled within preserved forested wetlands, we request a waiver from this requirement for ornamental tree, shrub and grass plantings within the new parking areas proposed adjacent to the building as they could easily become damaged due to normal industrial activities.

12. Section §ZS 1-320(f)(1) – “All parking areas and vehicular travelways shall be constructed of materials that provide a hard and durable surface that precludes or limits particulate air pollution. This requirement may be requested to be waived by the Planning Commission.”

- a. The new parking and vehicular travelways adjacent to the new building and laydown areas have been positioned within the site boundaries such that they are buffered by preserved, densely forested areas and do not serve as thruways for other areas of the operating industrial site. The travelways are designed for low-speed travel (less than 5 mph) and traffic leaving the site will travel along an existing section of paved access road prior to entering the public ROW at Old Stage Road. Due to the sites’ anticipated use, low-speed vehicular travel speed and ample retained forest buffer, any airborne particulates generated by the non-dustless surface will remain limited to the internal areas of the site. Therefore, we hereby request a design waiver to Section §ZS 1-320(f)(1) of the Worcester County Code.

Thank you in advance for your consideration of these waiver requests. Should you have any questions or require additional information regarding this letter or the overall project, please do not hesitate to contact me.

Sincerely,

Vista Design Inc.



Eric Jones, PE

SITE DATA

TAX MAP & ZONING INFORMATION

TAX MAP: 9 GRID: 2 PARCEL: 59
13053 OLD STAGE ROAD
BISHOPVILLE, MARYLAND 21813
EXISTING LAND USE: INDUSTRIAL & FOREST (MDP 210)
PROPOSED LAND USE: INDUSTRIAL & FOREST
EXISTING ZONING: I-1 (LIGHT INDUSTRIAL DISTRICT)-1

SITE AREA

TOTAL AREA OF PROPERTY: 58.21 ACRES

SITE INFORMATION

BUILDING RESTRICTION REQUIREMENTS:
FRONT YARD: 35 FT
SIDE YARD: 20 FT
REAR YARD: 25 FT

EXISTING FORESTED AREAS: 49.97 ACRES

ANTICIPATED LIMIT OF DISTURBANCE: +/-4.82 ACRES
LOD WITHIN FORESTED AREA: +/-4.68 ACRES
FORESTED AREA TO BE CLEARED: +/-4.40 ACRES

ANTICIPATED FORESTED AREAS TO REMAIN: +/-45.29 ACRES

WATERSHED

ISLE OF WIGHT BAY 9-DIGIT WATERSHED: 02130103
BISHOPVILLE PRONGS 12-DIGIT WATERSHED: 021301030692

FLOOD ZONE

PORTIONS OF THIS PROJECT IS LOCATED WITHIN FLOOD ZONE "X"
PER MAP #24047C0030 H AND MAP #24047C0040 H, BOTH DATED JULY 16, 2015

WORCESTER COUNTY ATLANTIC COASTAL BAYS CRITICAL AREA LAW

THIS PROPERTY IS LOCATED OUTSIDE OF THE ATLANTIC COASTAL AND CHESAPEAKE BAY CRITICAL AREA PROGRAM.

WOTUS/NON-TIDAL WETLANDS

WATERS OF THE US AND NON-TIDAL WETLANDS HAVE BEEN IDENTIFIED ON THE PROPERTY. AN APPLICATION TO ALTER FLOODPLAIN, WATERWAY, TIDAL OR NON-TIDAL WETLANDS WAS SUBMITTED TO MDE ON JUNE 29, 2023 AND IS UNDER REVIEW. THE EXISTING PROJECT SITE HAS 83,779 SQ. FT. (1.92 ACRES) OF WOTUS, 1,306,186 SQ. FT. (29.99 ACRES) OF NON-TIDAL WETLANDS AND 297,438 SQ. FT. (6.83 ACRES) OF NON-TIDAL WETLAND BUFFER. THE PROJECT PROPOSES TO CONVERT 330 SQ. FT. OF WOTUS FOR A CULVERTED CROSSING AND FILL/CONVERT 530 SQ. FT. OF NON-TIDAL WETLANDS TO UPLANDS. THE PROPOSED PROJECT POST CONSTRUCTION WILL HAVE 83,449 SQ. FT. (1.92 ACRES) OF WOTUS, 1,305,656 SQ. FT. (29.98 ACRES) OF NON-TIDAL WETLANDS AND 297,988 SQ. FT. (6.84 ACRES) OF NON-TIDAL WETLAND BUFFER. THE PROJECT SITE WILL HAVE 56.52 ACRES OF NON-TIDAL WETLAND AND ASSOCIATED BUFFERS AND 1.92 ACRES OF WOTUS POST CONSTRUCTION TOTALING 38.74 ACRES.

WORCESTER COUNTY FOREST CONSERVATION EXEMPTION REQUEST

IN ACCORDANCE WITH ARTICLE 4-403 OF THE NATURAL RESOURCES ARTICLE OF THE WORCESTER COUNTY CODE OF PUBLIC LAWS, THIS PROJECT IS EXEMPT FROM THE COUNTY'S FOREST CONSERVATION LAW SINCE THE AREA OF FORESTED NON-TIDAL WETLAND INCLUDING ANY REGULATED BUFFER IS GREATER THAN OR EQUAL TO THE AREA OF REFORESTATION AND AFFORESTATION REQUIRED UNDER SECTION 1-408 AND 1-410 OF THE AFOREMENTIONED LAW.

TOPOGRAPHY/EXISTING CONDITIONS

PORTIONS OF THE EXISTING CONDITIONS SHOWN ARE FROM STATE OF MARYLAND AND WORCESTER COUNTY G.I.S. DATA.

HORIZONTAL & VERTICAL CONTROL

HORIZONTAL: NAD 83 MARYLAND STATE PLANE, US FEET
VERTICAL: NAVD 88

SHEET INDEX

Table with 3 columns: Sheet Number, Description, and Date. Includes sheets for COVER, OWNER MOSAIC & EXISTING CONDITIONS PLAN, PROPOSED OVERALL SITE PLAN, PROPOSED SITE PLAN, PROPOSED SITE PLAN, PROPOSED SITE PLAN, PROPOSED SITE PLAN, SITE PLAN DETAILS, EROSION & SEDIMENT CONTROL PLAN OVERALL, EROSION & SEDIMENT CONTROL PLAN AREA 1, EROSION & SEDIMENT CONTROL PLAN AREA 2, EROSION & SEDIMENT CONTROL PLAN AREA 3, EROSION & SEDIMENT CONTROL PLAN AREA 4, EROSION & SEDIMENT CONTROL PLAN AREA 5, EROSION & SEDIMENT CONTROL PLAN DETAILS, and EROSION & SEDIMENT CONTROL PLAN DETAILS.

GENERAL NOTES

- 1. ALL WORK REQUIRED BY THESE DOCUMENTS (DRAWINGS AND SPECIFICATIONS) SHALL BE NEW. WHEREVER THE WORD "PROPOSED" IS USED IT IS CONSIDERED TO BE INTERCHANGEABLE WITH THE WORD "NEW" AND IS INCLUDED IN THE REQUIRED WORK.
2. THE CONTRACTOR SHALL EXAMINE PLANS AND VISIT THE SITE IN ORDER TO DETERMINE, TO HIS/her SATISFACTION THE QUANTITIES OF WORK REQUIRED TO BE PERFORMED.
3. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL CONFORM TO THESE DRAWINGS AND SPECIFICATIONS AND TO ALL APPLICABLE FEDERAL, STATE OF MARYLAND, AND WORCESTER COUNTY REQUIREMENTS.
4. ANY DISCREPANCIES BETWEEN THE INFORMATION PROVIDED ON THESE PLANS AND THE EXISTING SITE CONDITIONS SHALL IMMEDIATELY BE BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER.
5. THE CONTRACTOR ASSUMES RESPONSIBILITY FOR ANY DEVIATIONS FROM THE DRAWINGS AND SPECIFICATIONS.
6. THE CONTRACTOR SHALL VERIFY ALL ELEVATIONS AND PIPE INVERTS PRIOR TO CONSTRUCTION.
7. THE CONTRACTOR SHALL PROVIDE NECESSARY STAKEOUT OF THE LINE AND GRADE FOR THE CONSTRUCTION.
8. NO INFORMATION REGARDING DEPTH TO ANY SEASONAL OR PERMANENT GROUND WATER TABLE IS PROVIDED ON THESE DRAWINGS. THE CONTRACTOR SHALL INVESTIGATE TO THEIR SATISFACTION THE SITE CONDITIONS REGARDING DEPTH TO GROUND WATER, GENERALLY, PIPING, TRENCH AND STRUCTURE CONSTRUCTION SHALL BE EXECUTED IN A DE-WATERED STATE, CONSISTENT WITH GOOD CONSTRUCTION PRACTICE. ALL EXCAVATIONS FOR MANHOLES AND OTHER CHAMBERS SHALL BE CONTINUALLY DE-WATERED UNTIL THE BACK-FILL OPERATION HAS BEEN COMPLETED.
9. THE CONTRACTOR SHALL NOTIFY THE FOLLOWING PARTIES, FIVE (5) DAYS PRIOR TO BEGINNING ANY WORK SHOWN ON THESE DRAWINGS:
MISS UTILITY 1-800-282-8555
THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MEANS AND METHODS FOR ANY EARTH MOVING AND/OR TEMPORARY STOCKPILING OF EARTH OR OTHER MATERIALS ON SITE.
10. THERE ARE NO STEEP SLOPES OR ERODIBLE SLOPES WITHIN THE LIMITS OF DISTURBANCE.
11. NO TEST PITS HAVE BEEN PERFORMED ON EXISTING UTILITIES. MISS UTILITY MARKED UTILITIES ARE SHOWN FOR BIDDING PURPOSES ONLY. CONTRACTOR TO PERFORM ADDITIONAL UTILITY LOCATION SERVICES AS NEEDED TO ENSURE EXISTING UTILITIES ARE NOT DAMAGED DURING CONSTRUCTION.
12. THE CONTRACTOR AND OWNER SHALL PROVIDE SUPERVISION AND CERTIFICATION OF ALL CONSTRUCTION OF STORMWATER MANAGEMENT PRACTICES THAT PROVIDE INFILTRATION AND FILTERING, BY A PROFESSIONAL ENGINEER DULY LICENSED IN THE STATE OF MARYLAND.
13. ALL PHASES OF STORMWATER MANAGEMENT CALCULATIONS, STRUCTURE DESIGN, AND CONSTRUCTION WILL ADHERE TO CURRENT MARYLAND STANDARDS AND SPECIFICATIONS FOR STORMWATER MANAGEMENT AND THE STORMWATER MANAGEMENT PLAN FOR THIS SITE.
14. ALL INFORMATION SET FORTH IN THIS PLAN ACCURATELY CONVEYS THIS SITE'S CONDITIONS TO THE BEST OF MY KNOWLEDGE.
15. ALL STRUCTURAL DEVICES FOR STORMWATER MANAGEMENT WILL BE PROTECTED BY PROPER SOIL EROSION AND SEDIMENT CONTROL DEVICES UNTIL ALL CONTRIBUTING AREA HAVE PASSED FINAL INSPECTION.
16. UPON COMPLETION OF THE PROJECT, AN AS-CONSTRUCTED SURVEY NOTICE OF CONSTRUCTION COMPLETION (NOCC), AND LETTER OF CERTIFICATION MUST BE SUBMITTED TO THE DEPARTMENT, EXCEPT INDIVIDUAL SINGLE FAMILY DWELLINGS. ONCE REVIEW IS COMPLETE AND APPROVED, OCCUPANCY CAN BE ISSUED.

The property owner shall be responsible for the operation and maintenance of all Stormwater Management features within the site as shown on the construction drawings. They shall be operated and maintained per the requirements of the Maryland Environmental Site Design Manual, as noted on the drawings.

PROJECT NOTES

- 1. THE PRIMARY INTENT OF THIS PROJECT IS TO:
1.1. CONSTRUCT A NEW 13,600 SQ. FT. BOAT CONSTRUCTION BUILDING
1.2. CREATE CONTRACTOR STORAGE AND MATERIAL LAYDOWN AREAS & CONSTRUCT ASSOCIATED ROADS, WELL, SEPTIC, DRAINAGE AND STORMWATER MANAGEMENT INFRASTRUCTURE TO SUPPORT THE DESCRIBED IMPROVEMENTS.
2. THE SITE CONTAINS NO STEEP SLOPES.
3. THE SITE IS NOT PART OF A FOREST BLOCK GREATER THAN 100 ACRES.
4. THE SITE DOES NOT CONTAIN ANY EVIDENCE OF ANY STATE OR FEDERALLY LISTED RARE, THREATENED OR ENDANGERED SPECIES.
5. THE SITE DOES NOT CONTAIN ANY HISTORIC PROPERTIES OR CULTURAL RESOURCES.

WETLANDS AND WATERS OF THE US TABLE

Table with 3 columns: Expansion to Industrial Complex, Waters of U.S. Area (Sq. Ft.), and Non-Tidal Wetlands (Sq. Ft.). Rows include Existing, Proposed, and Net Change.

S.W.M. Plan Approval
Worcester County Environmental Programs
Snow Hill, MD 21552
Approved by: [Signature]
Date: 9/11/24
THIS APPROVAL EXPIRES IN TWO (2) YEARS.
BUD # 44,663

Sediment Control Plan Approval
Worcester Soil Conservation District
Snow Hill, MD 21563
Approved by: [Signature]
Date: 9/11/24

WETLAND CERTIFICATION

I, Edward M. Launay, SPWS, I, CERTIFY THAT BOTH THE BOUNDARIES OF THE WATERS OF THE STATE OF MARYLAND AND UNITED STATES INCLUDING WETLANDS, SUBJECT TO MARYLAND DEPARTMENT OF ENVIRONMENT AND THE CORPS OF ENGINEERS REGULATORY PROGRAMS DELINEATED WITHIN THE LIMITS OF INVESTIGATION ILLUSTRATED ON THESE PLANS HAS BEEN DETERMINED USING MY PROFESSIONAL JUDGMENT IN ACCORDANCE WITH ALL APPLICABLE REGULATIONS INCLUDING THE 1987 CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL AND SUPPLEMENTAL GUIDANCE INCLUDING THE ATLANTIC AND GULF COAST REGIONAL MANUAL (VERSION 2.0). THIS DELINEATION HAS NOT BEEN CONDUCTED FOR USDA PROGRAM OR AGRICULTURAL PURPOSES.

IN ACCORDANCE WITH DIRECT TIDAL WETLAND MAPS, THERE ARE NO STATE REGULATED NON TIDAL WETLANDS ON THE SITE.

EDWARD M. LAUNAY, SENIOR PWS No. 875
SOCIETY OF WETLANDS SCIENTISTS / CORPS OF ENGINEERS, CERTIFIED WETLAND DELINEATOR WDCP93MD05100368

CONSULTANTS CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN HAS BEEN DESIGNED IN ACCORDANCE WITH THE 2011 STANDARDS AND SPECIFICATIONS FOR STORMWATER MANAGEMENT AND THE STORMWATER MANAGEMENT REGULATIONS.

MD P.E. LICENSE # 36310
MD LAND SURVEYOR LICENSE N/A
MD LANDSCAPE ARCHITECT N/A
NAME RICHARD F. POLK
FIRM NAME VISTA DESIGN, INC
STREET ADDRESS 11634 WORCESTER HWY SHOWELL, MD 21862

ENGINEER'S CERTIFICATION

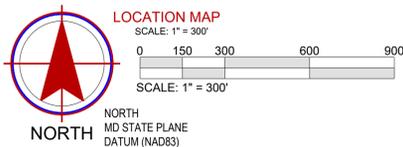
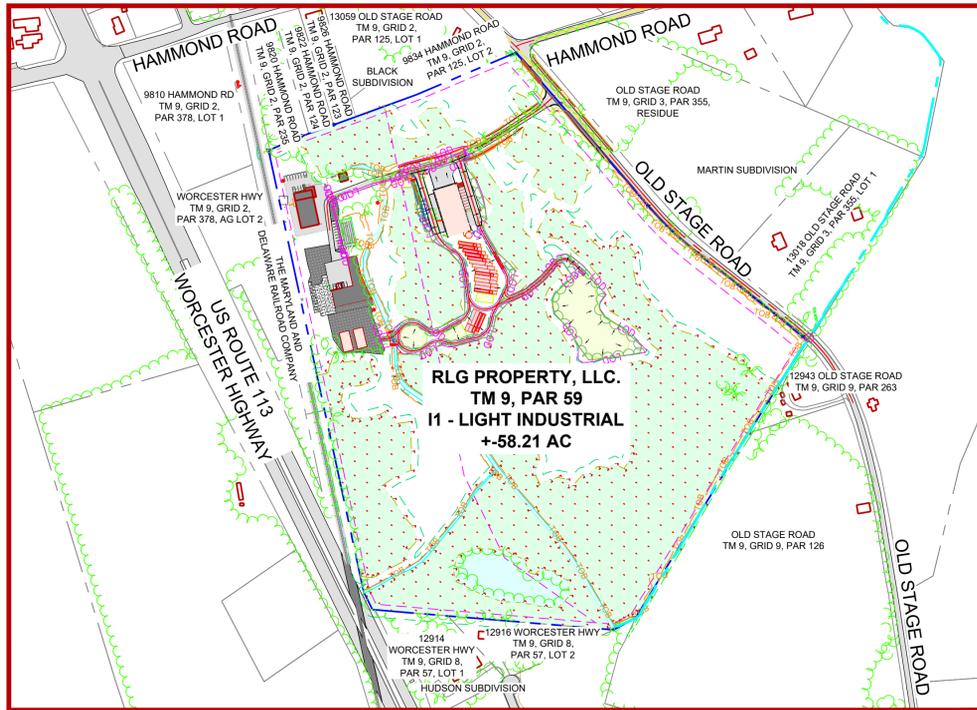
I HEREBY CERTIFY THAT THIS PLAN MEETS OR EXCEEDS THE REQUIREMENTS OF THE 2000 MARYLAND STORMWATER DESIGN MANUAL, VOLUMES I & II, ALL STATE AND FEDERAL CODES, THE WORCESTER COUNTY STANDARDS AND SPECIFICATIONS FOR CONSTRUCTION MANUAL, THE APPROVED SITE PLAN OR PRELIMINARY PLAN, OTHER ORDINANCES AND REGULATIONS AND ANY CONDITIONS IMPOSED BY WORCESTER COUNTY.

MARYLAND REGISTERED PROFESSIONAL ENGINEER DATE 11/14/2025

36310 LICENSE NUMBER

IMPROVEMENTS TO BISHOPVILLE INDUSTRIAL COMPLEX

RLG PROPERTY, LLC.
13053 OLD STAGE ROAD
BISHOPVILLE, MARYLAND 21813
DEVELOPMENT REVIEW & PERMITTING/ENVIRONMENTAL PROGRAMS
WORCESTER COUNTY, MARYLAND
4TH ELECTION DISTRICT
5TH TAX DISTRICT



SITE DATA TABLE

Table with 9 columns: Total Site Area, Disturbed Area, Existing Impervious Area in LOD, Proposed Impervious Area in LOD, Total Impervious Area in LOD, Volume of Excavation (C.Y.), Volume of Fill (C.Y.), Net Volume of Fill (C.Y.), Area of Existing Forest, Area of Forest Disturbed.

*THE EARTHWORK QUANTITIES SHOWN HEREON ARE FOR INFORMATION PURPOSES ONLY. VISTA DESIGN, INC. MAKES NO GUARANTEES OF THE ACCURACY OF QUANTITIES OR BALANCE OF SITE. THE CONTRACTOR SHALL TAKE FULL RESPONSIBILITY OF ACTUAL EARTHWORK QUANTITIES ENCOUNTERED DURING CONSTRUCTION.

STORMWATER CERTIFICATION STATEMENTS

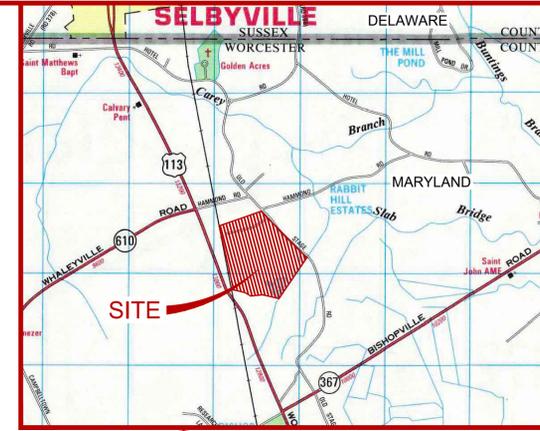
- 1. ALL PHASES OF STORMWATER MANAGEMENT CALCULATIONS, STRUCTURE DESIGN AND CONSTRUCTION WILL ADHERE TO CURRENT MARYLAND STANDARDS AND SPECIFICATIONS FOR STORMWATER MANAGEMENT AND THE STORMWATER MANAGEMENT PLAN FOR THIS SITE.
2. ALL INFORMATION SET FORTH IN THIS PLAN ACCURATELY CONVEYS THIS SITE'S CONDITIONS TO THE BEST OF MY KNOWLEDGE.
3. ALL STRUCTURAL DEVICES FOR STORMWATER MANAGEMENT WILL BE PROTECTED BY PROPER SOIL EROSION AND SEDIMENT CONTROL DEVICES UNTIL ALL CONTRIBUTING AREAS HAVE PASSED FINAL STRUCTURAL INSPECTION.
4. UPON COMPLETION OF THE PROJECT, AN AS-CONSTRUCTED SURVEY, NOTICE OF CONSTRUCTION COMPLETION (NOCC), AND LETTER OF CERTIFICATION MUST BE SUBMITTED TO THE COUNTY, EXCEPT INDIVIDUAL SINGLE FAMILY DWELLINGS. ONCE REVIEW IS COMPLETE AND APPROVED, A CERTIFICATE OF OCCUPANCY CAN BE ISSUED.
5. THE CONTRACTOR AND OWNER SHALL PROVIDE SUPERVISION AND CERTIFICATION OF ALL CONSTRUCTION OF STORMWATER MANAGEMENT PRACTICES THAT PROVIDE INFILTRATION AND FILTERING, BY A PROFESSIONAL ENGINEER DULY LICENSED IN THE STATE OF MARYLAND.

RUSSELL GARUFI, RLG PROPERTY, LLC. OWNER DATE 11/14/2025

OWNER/DEVELOPER CERTIFICATION

- 1. ALL DEVELOPMENT AND CONSTRUCTION WILL BE DONE IN ACCORDANCE WITH THIS SEDIMENT AND EROSION CONTROL PLAN AND THE 2011 MARYLAND STANDARDS AND SPECIFICATIONS FOR SOIL EROSION AND SEDIMENT CONTROL, AND FURTHER AUTHORIZE THE RIGHT OF ENTRY FOR PERIODIC ON-SITE EVALUATION BY THE WORCESTER SOIL CONSERVATION DISTRICT BOARD OF SUPERVISORS OR THEIR AUTHORIZED AGENTS.
2. ANY CLEARING, GRADING, CONSTRUCTION OR DEVELOPMENT, OR ALL OF THESE, WILL BE DONE PURSUANT TO THIS PLAN.
3. THE RESPONSIBLE PERSONNEL INVOLVED IN THE CONSTRUCTION PROJECT WILL HAVE CERTIFICATION OF TRAINING AT THE DEPARTMENT APPROVED TRAINING PROGRAM (GREEN-CARD CERTIFICATION) FOR THE CONTROL OF SEDIMENT AND EROSION BEFORE BEGINNING THE PROJECT. (CERTIFICATION MAY BE WAIVED BY THE APPROVAL AUTHORITY ON ANY PROJECT INVOLVING FOUR OR FEWER RESIDENTIAL UNITS AND AS APPLICABLE PER COUNTY.)
4. THE DEVELOPER WILL PROVIDE ONE COPY OF A RED LINE AS-BUILT DRAWING OF EACH FACILITY REQUIRING A STATE POND PERMIT.

RUSSELL GARUFI, RLG PROPERTY, LLC - OWNER DATE 11/14/2025



VICINITY MAP
SCALE 1" = 2,000'
ADC MAP 3 GRID D3, D4 & E3
SCALE: 1" = 2000'

PERMIT INFORMATION

Table with 4 columns: Permit Name, Number, Date Approved, Date Expires. Lists various permits from the Maryland Department of the Environment and Worcester County.

LEGEND

- PROPERTY LINE
EXISTING 1X CONTOUR
EXISTING 5X CONTOUR
EXISTING BUILDING
EXISTING SOIL BOUNDARIES
EXISTING STREAM/WATER BODY
EXISTING EDGE OF PAVEMENT
EXISTING EDGE OF GRAVEL
EXISTING UTILITIES
EXISTING STORM PIPE
EXISTING ROAD
EXISTING CONCRETE WALK
EXISTING GRAVEL DRIVEWAY
EXISTING NON-TIDAL WETLANDS
EXISTING 100' CRITICAL AREA BUFFER
EXISTING 1000' CRITICAL AREA BUFFER
EXISTING TOP OF BANK
EXISTING LANDSCAPE/MULCH AREA
PROPOSED 1X CONTOUR
PROPOSED 5X CONTOUR
PROPOSED SOFT SURFACE
PROPOSED SIDEWALK
PROPOSED STORM STRUCTURE
PROPOSED STORM PIPE
PROPOSED SWALE BOTTOM
LIMITS OF DISTURBANCE
PROPOSED PARKING PAINT
PROPOSED SILT FENCE
PROPOSED SUPER SILT FENCE
PROPOSED RIP-RAP CHECK DAM
PROPOSED ELEVATION SHOT
DRAINAGE FLOW ARROW
PROPOSED TOP OF BANK

NOTE: This drawing, specifications, and work produced by Vista Design, Inc. (VDI) for this project are instruments of service for this project only and remain the copyrighted property of VDI. Reuse or reproduction of any of the instruments of service of VDI by the Client or assignees without the written permission of VDI will be at the Client's risk and be a violation of the copyright laws of the United States of America and the respective state within which the work was completed.

NOTE: This Drawing does not include necessary components for construction safety. All construction must be done in compliance with the occupational safety and health act of 1970 and all rules and regulations thereto apparent.



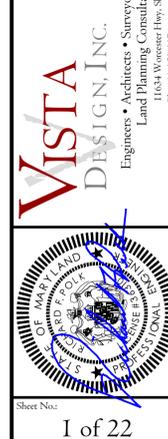
Table with 2 columns: Project Data and Revisions. Project data includes Project No., File Name, Location, Date, and Scale. Revisions table is empty.

Project No.: 202481
File Name: CE 111425.dwg
Location: BISHOPVILLE, WORCESTER COUNTY, MARYLAND
Date: 11/14/2025
Scale: 1" = 300'

COVER

BISHOPVILLE INDUSTRIAL COMPLEX
RLG PROPERTY, LLC.
MAJOR SITE PLAN

VISTA DESIGN, INC.
Engineers • Architects • Surveyors • Landscape Architects
Land Planning Consultants • GIS Services
11634 Worcester Hwy, Showell, MD 21862
Ph: 410-552-3874 • www.vistadesigninc.com

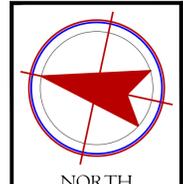
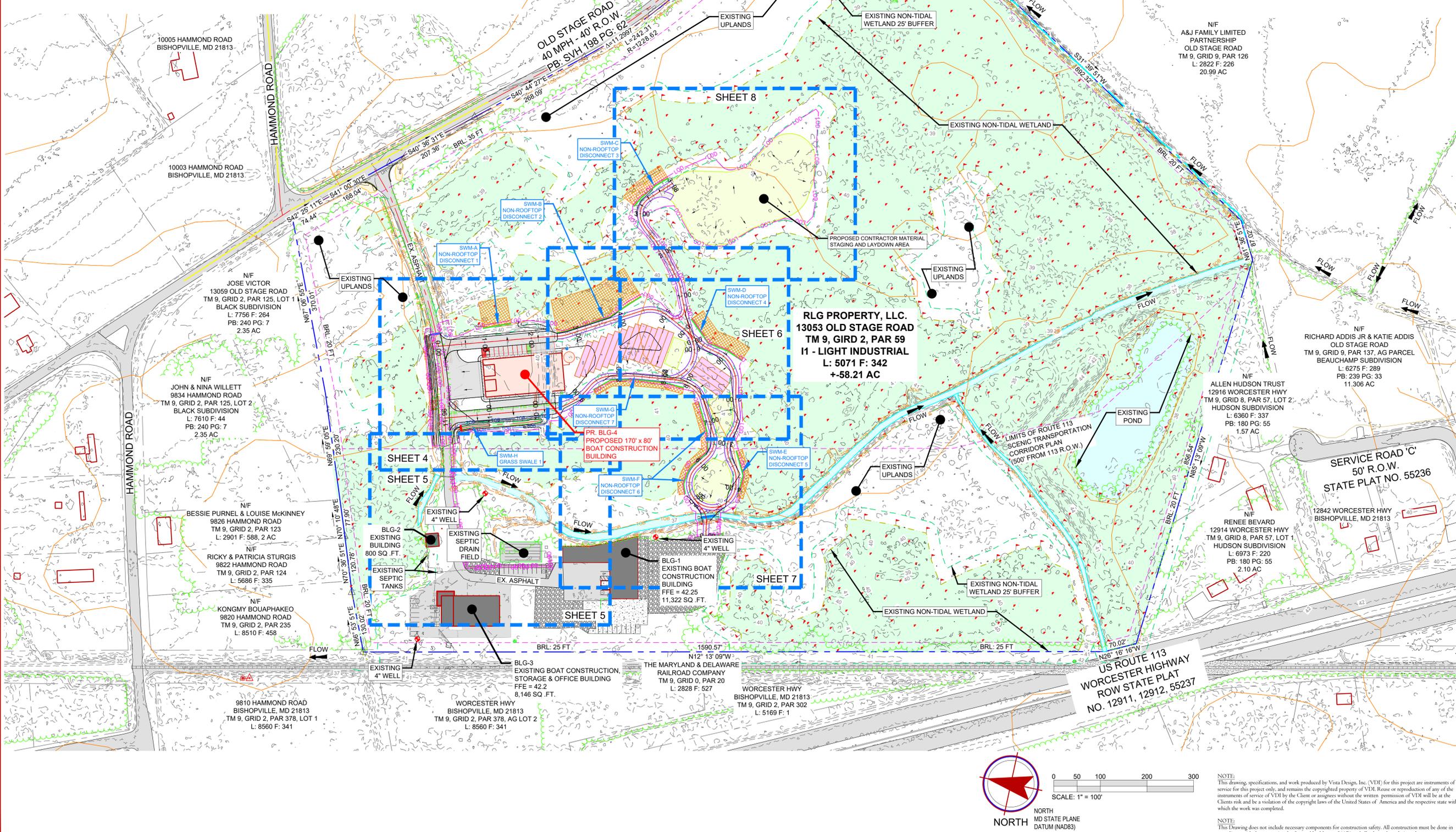


Sheet No: 1 of 22

PROPOSED TREATMENT AREA TABLE

STORMWATER TREATMENT AREA IDENTIFIER	DESCRIPTION	TREATED BY	FACILITY SUB-WATERSHED AREA (SQ. FT.)	IMPERVIOUS AREA PERCENTAGE WITHIN SUB-WATERSHED AREA	TREATMENT DISTANCE (FT)	ESDv CREDITS (CF)
SWM-A	NON-ROOFTOP AREA 1	N-2 NON-ROOFTOP DISCONNECTION	17,598	70%	55	2,235
SWM-B	NON-ROOFTOP AREA 2	N-2 NON-ROOFTOP DISCONNECTION	23,444	30%	70	1,395
SWM-C	NON-ROOFTOP AREA 3	N-2 NON-ROOFTOP DISCONNECTION	3,691	42%	30	296
SWM-D	NON-ROOFTOP AREA 4	N-2 NON-ROOFTOP DISCONNECTION	13,961	25%	30	730
SWM-E	NON-ROOFTOP AREA 5	N-2 NON-ROOFTOP DISCONNECTION	7,109	22%	12	332
SWM-F	NON-ROOFTOP AREA 6	N-2 NON-ROOFTOP DISCONNECTION	8,222	34%	12	549
SWM-G	NON-ROOFTOP AREA 7	N-2 NON-ROOFTOP DISCONNECTION	16,631	18%	12	674
SWM-H	GRASS SWALE	M-8 GRASS SWALE	24,706	86%	N/A	1,018
TOTAL			115,362 (2.65 AC)			7,228

SITE DATA	
SITE AREA (LIMIT OF DISTURBANCE) (AC)	4.82
EXISTING IMPERVIOUS WITHIN LOD, AC (%)	0.0016 (0.03%)
PROPOSED IMPERVIOUS WITHIN LOD, AC (%)	1.47 (30.5%)
SITE ESD RAINFALL TARGET, Pe (INCH)	1.20
ESD REQUIRED TREATMENT RUNOFF VOLUME, ESDv (CF)	6,807
CONCEPTUAL ESDv PROVIDED, ESDv (CF)	7,228
CONCEPTUAL MET ESD RAINFALL TARGET, Pe (INCH)	1.27



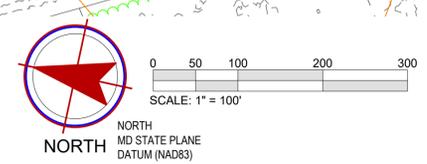
NORTH

REVISIONS

PROJECT DATA
Project No.: 200801
File Name: CF 111425.dwg
Location: BISHOPVILLE, WORCESTER COUNTY, MARYLAND
Date: 11/14/2025
Scale: 1" = 100'

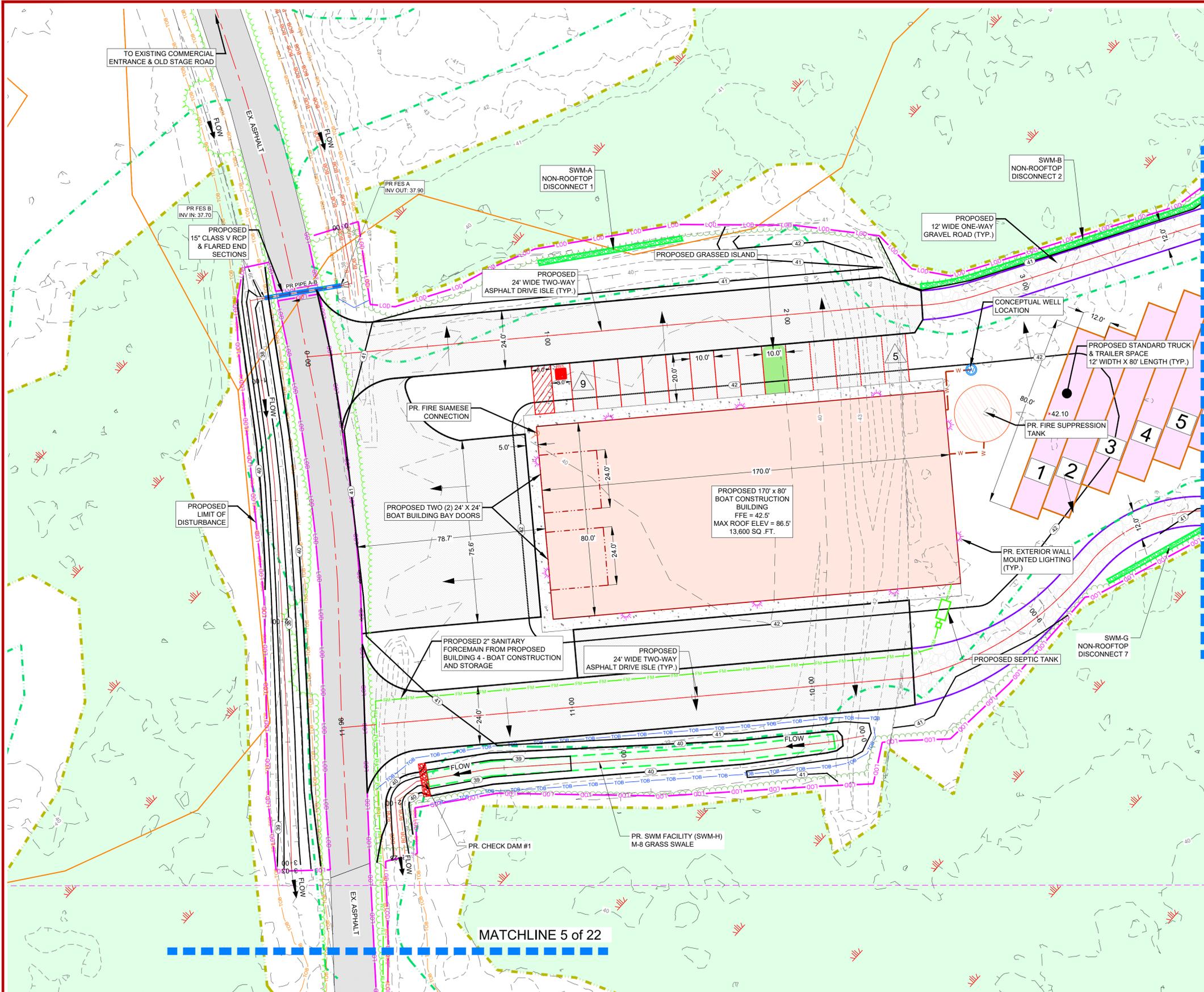
PROPOSED OVERALL SITE PLAN

BISHOPVILLE INDUSTRIAL COMPLEX
 RLG PROPERTY, LLC.



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EXTERIOR LIGHTING SCHEDULE

SYMBOL ID	QUANTITY	DESCRIPTION
	10	4,375 LUMENS 35 WATT PLT WALL PACT MOUNTED ON BUILDING AT 15' ABOVE ADJACENT GRADE

PROPOSED PARKING COUNT

USE	AREA	MINIMUM REQUIREMENT	MAXIMUM REQUIREMENT	SPACES PROVIDED
PROPOSED BUILDING (BOAT CONSTRUCTION)	11,200	10 SPOTS PLUS 1 PER EACH SERVICE BAY	10 SPOTS PLUS 2 PER EACH SERVICE BAY	12
PROPOSED BUILDING (STORAGE AREA)	2,400	1 SPOT PER 4,000 SQ. FT. 2 SPACES MIN.	1 SPOT PER 2,000 SQ. FT. 5 SPACES MIN.	2
TOTAL PROPOSED PARKING SPACES PROVIDED				14

PROPOSED ON-SITE SEWAGE CALCULATION TABLE

BUILDING NUMBER	USE (BUILDINGS)	NUMBER OF EMPLOYEES OCCUPYING SPACE PER 8 HR/SHIFT	LOADING RATE (GPD/EMPLOYEE)	TOTAL (GPD)
1	EX. BOAT CONSTRUCTION/STORAGE	10	15	150
	EX. OFFICE	2	15	30
2	EX. CONTRACTOR SHOP (FORMER CG RESTORATION)	2	15	30
	EX. BOAT CONSTRUCTION/STORAGE	5	15	75
3	EX. OFFICE	2	15	30
	PR. NEW BUILDING (BOAT CONSTRUCTION AREA)	10	15	150
4	PR. NEW BUILDING (STORAGE AREA)	0	0	0
	TOTAL GALLONS PER DAY			

NOTES

- THE EXISTING ON-SITE SEPTIC SYSTEM CAPACITY SHOULD ACCOMMODATE A MINIMUM SEWAGE FLOW OF 525 GALLONS PER DAY WITH A PROBABLE PEAK SERVICE FLOW ESTIMATED TO BE IN THE RANGE OF 600 TO 700 GALLONS PER DAY FLOW RANGE. THIS ANALYSIS WAS PREPARED BY STACY A. BEAUCHAMP JR. DATED OCTOBER 7, 2003 WAS PROVIDED BY WORCESTER COUNTY ENVIRONMENTAL PROGRAMS WELL AND SEPTIC RECORDS.
- WHILE PROPOSED FLOWS ARE ESTIMATED FOR THE EMPLOYEES ONLY, THERE ARE SUGGESTED NONRESIDENTIAL FLOWS FOR ON-SITE SEWAGE THAT NEED TO BE CONSIDERED IN THE REPLACEMENT OF THE EXISTING SYSTEM WHEN IT FAILS. THE OWNERS HAVE PREVIOUSLY SIGNED AND UNDER-DESIGN LETTER FOR THE CURRENT SEPTIC SYSTEM AND THE REPLACEMENT SYSTEM WILL CONSIDER STATE RECOMMENDED FLOW FOR THE PROPOSED CONSTRUCTION IN THE DESIGN OF ANY FUTURE REPLACEMENT DRAIN FIELD FOR THIS FACILITY.

GRASS SWALE STRUCTURE TABLE

CHECK DAM	STATION	CENTERLINE ELEVATION	WEIR ELEVATION
CD-1	1+84	38.7	39.7

PROPOSED PIPE SCHEDULE SHEET 4

PIPE ID	TYPE	SIZE (IN)	LENGTH (FT)	SLOPE (%)	INV. IN (FT)	INV. OUT (FT)
A-B	CLASS V RCP	15"	32	0.63	37.90	37.70

PROPOSED STRUCTURE SCHEDULE SHEET 4

STRUCTURE ID	TYPE	INVERT ELEVATION (FT)
PR FES A	15" ADS FLARED END SECTION (DETAIL SHEET)	37.90
PR FES B	15" ADS FLARED END SECTION (DETAIL SHEET)	37.70

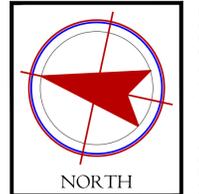
MATCHLINE 6 of 22

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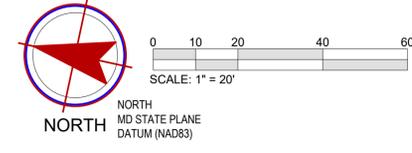
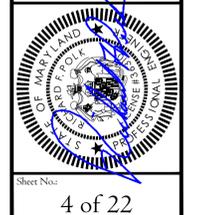
REVISIONS

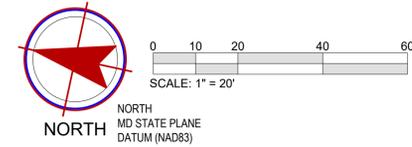
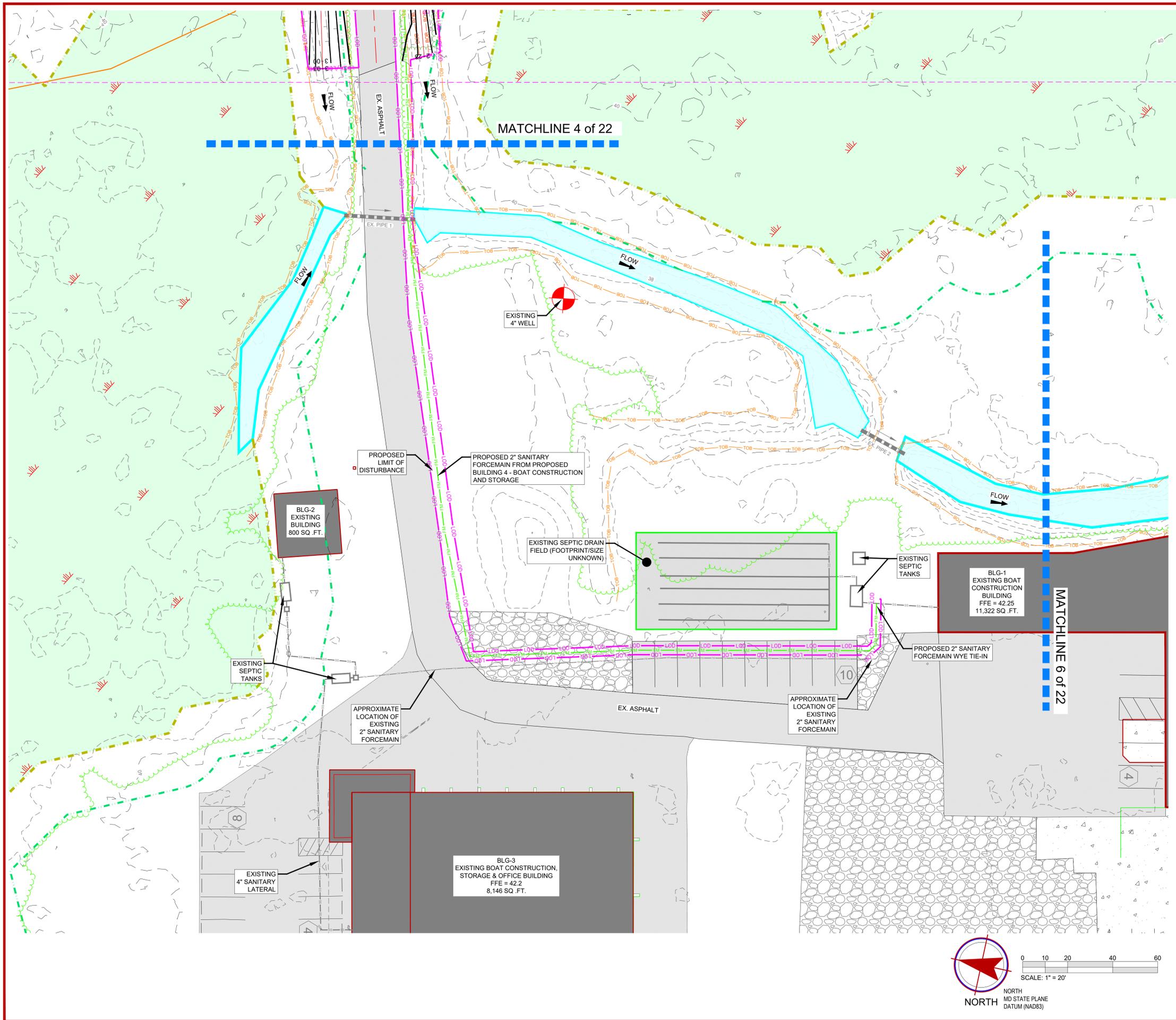
NO.	DATE	DESCRIPTION

PROPOSED SITE PLAN

BISHOPVILLE INDUSTRIAL COMPLEX
RLG PROPERTY, LLC.
 MAJOR SITE PLAN

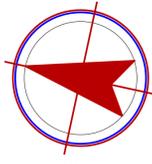
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 Land Planning Consultants • GIS Services
 1164 Worcester Hwy, Shovell, MD 21162
 Ph: 410-552-3874 • www.vistadesigninc.com





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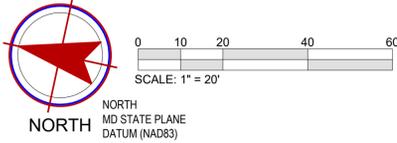
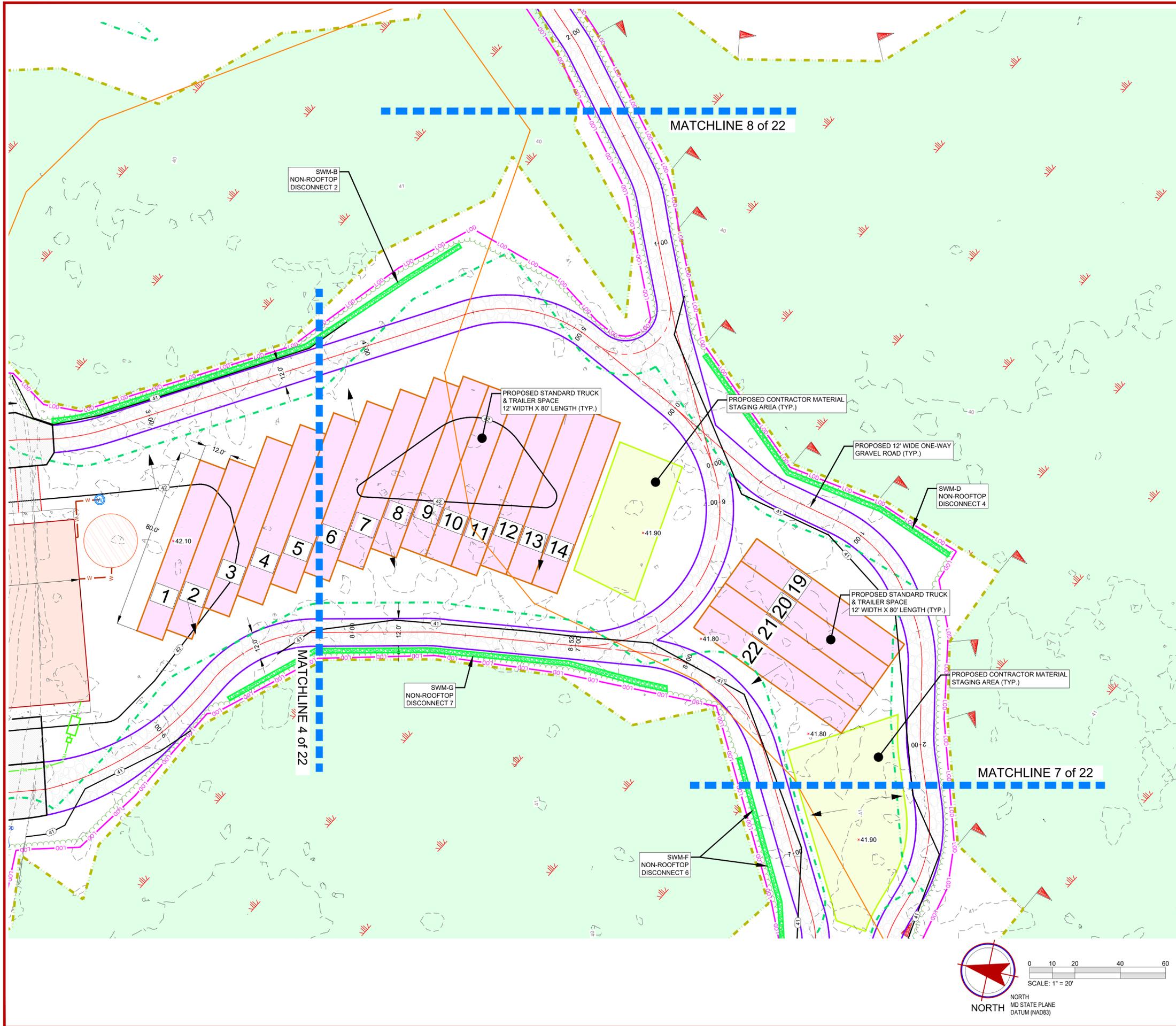
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File Name:	CF 111425.dwg
Location:	BISHOPVILLE WORCESTER COUNTY, MARYLAND
Date:	11/14/2025
Scale:	1" = 20'

PROPOSED
 SITE
 PLAN

BISHOPVILLE
 INDUSTRIAL COMPLEX
 RLG PROPERTY, LLC.
 MAJOR SITE PLAN

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REVISIONS	

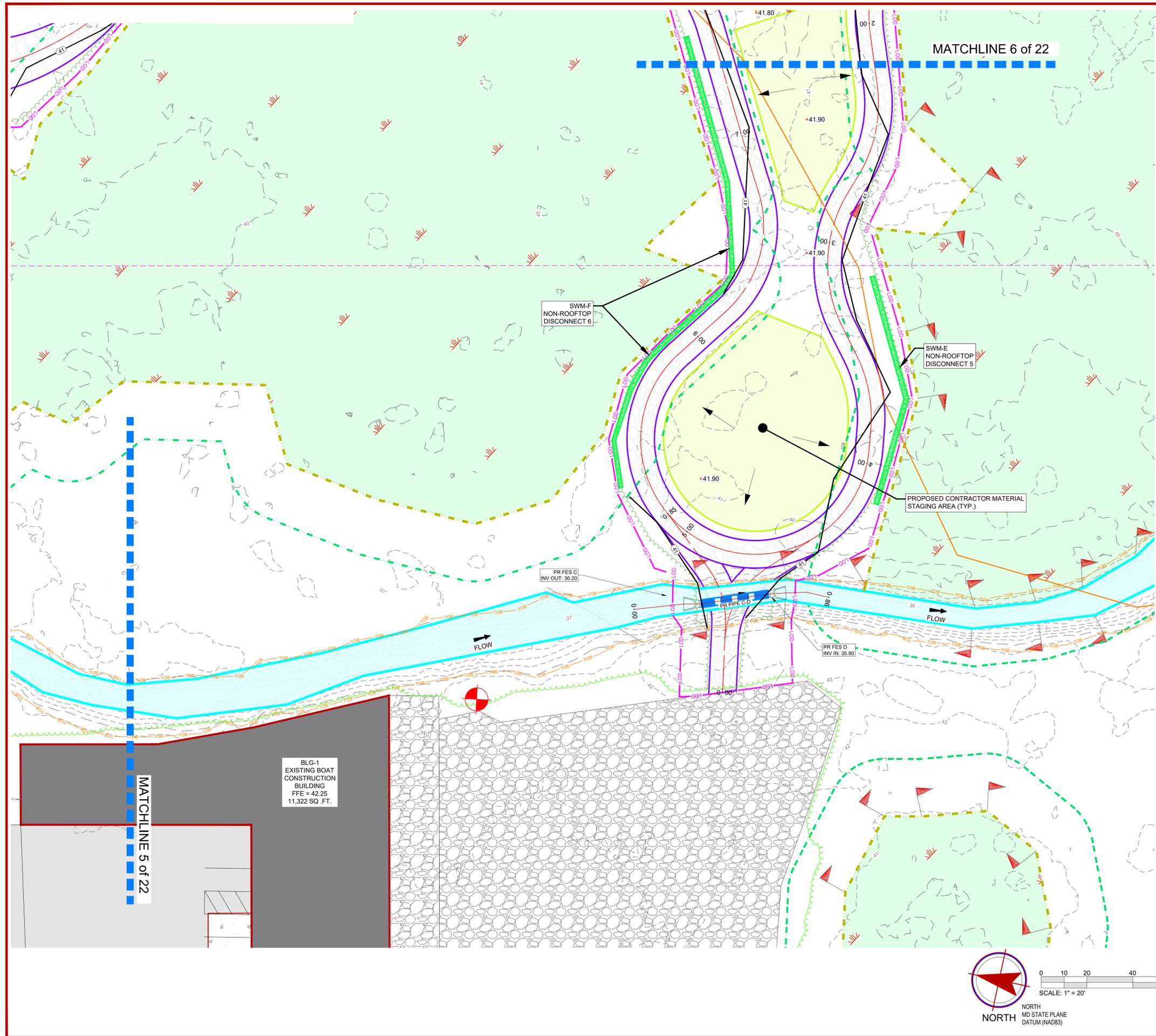
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Date:	11/14/2025
Scale:	1" = 20'

PROPOSED
SITE
PLAN

BISHOPVILLE
INDUSTRIAL COMPLEX
RLG PROPERTY, LLC.
MAJOR SITE PLAN

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PROPOSED PIPE SCHEDULE SHEET 7

PIPE ID	TYPE	SIZE (IN)	LENGTH (FT)	SLOPE (%)	INV. IN (FT)	INV. OUT (FT)
C-D	CLASS V RCP	36"	30	0.33	36.20	35.90

PROPOSED STRUCTURE SCHEDULE SHEET 7

STRUCTURE ID	TYPE	INVERT ELEVATION (FT)
PR FES C	CONCRETE PRECAST FLARED END SECTION (DETAIL SHEET)	36.20
PR FES D	CONCRETE PRECAST FLARED END SECTION (DETAIL SHEET)	35.90



REVISIONS

NO.	DATE	DESCRIPTION

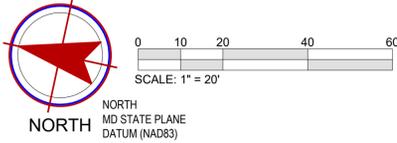
PROJECT DATA

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Location	BISHOPVILLE WORCESTER COUNTY, MARYLAND
Date	11/14/2025
Scale	1" = 20'

PROPOSED
SITE
PLAN

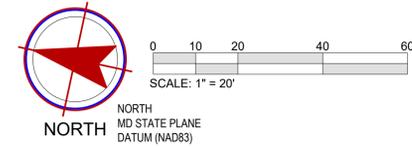
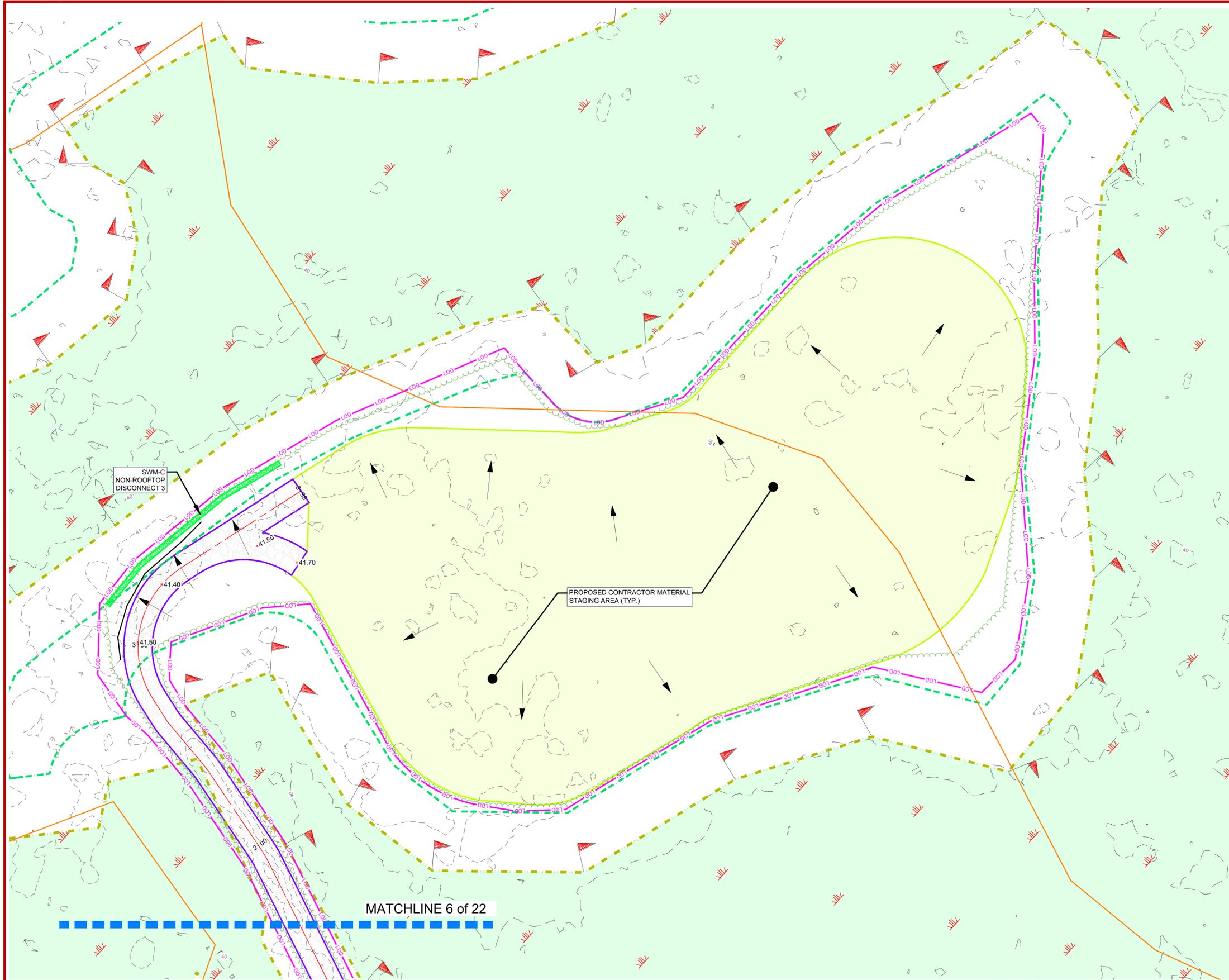
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MAJOR SITE PLAN

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REVISIONS	

PROJECT DATA	
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Location:	BISHOPVILLE WORCESTER COUNTY, MARYLAND
Date:	11/14/2025
Scale:	1" = 20'

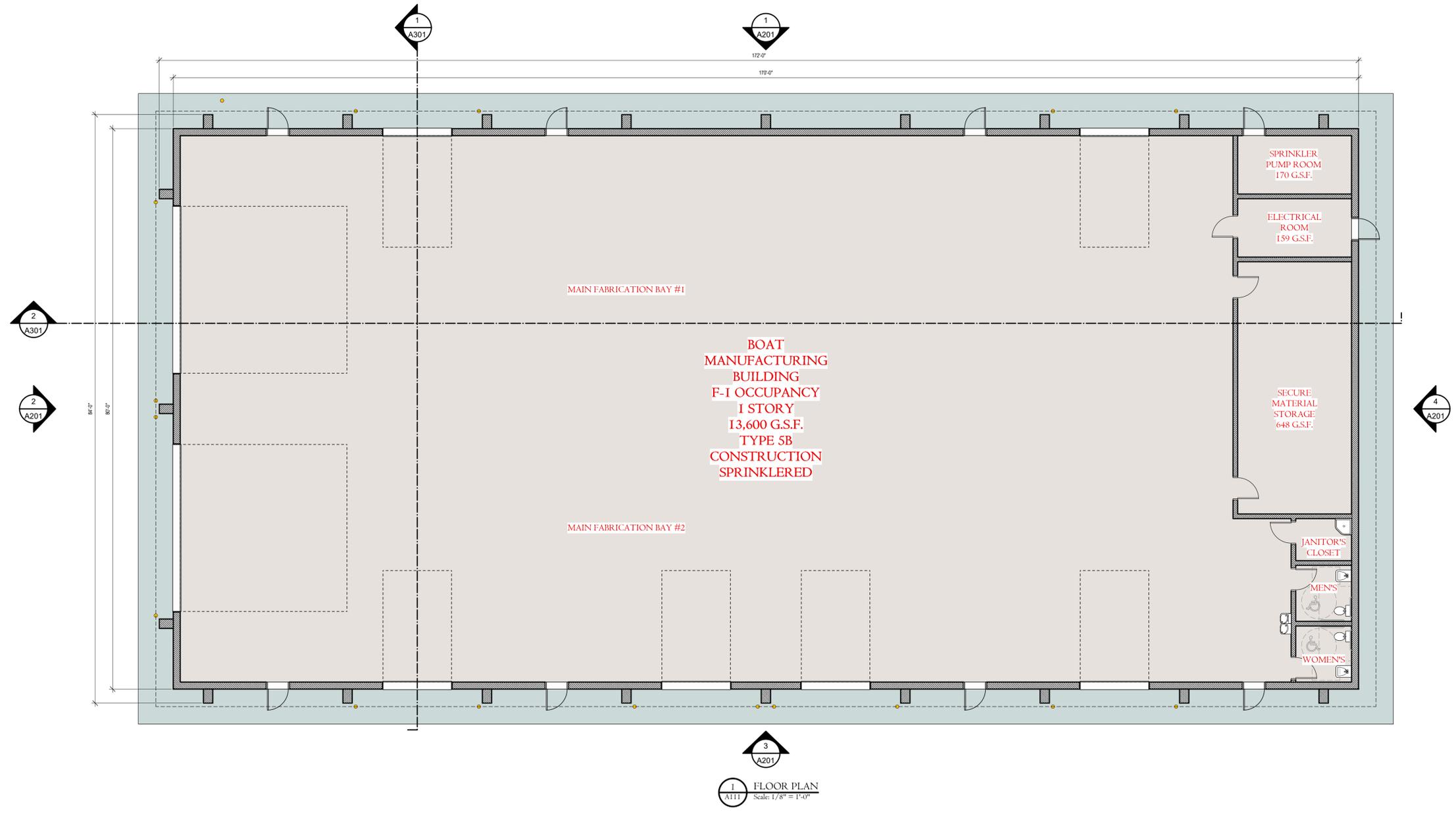
PROPOSED
SITE
PLAN

BISHOPVILLE
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RLG PROPERTY, LLC.
MAJOR SITE PLAN

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Sheet No.:
8 of 22



1 FLOOR PLAN
A111 Scale: 1/8" = 1'-0"

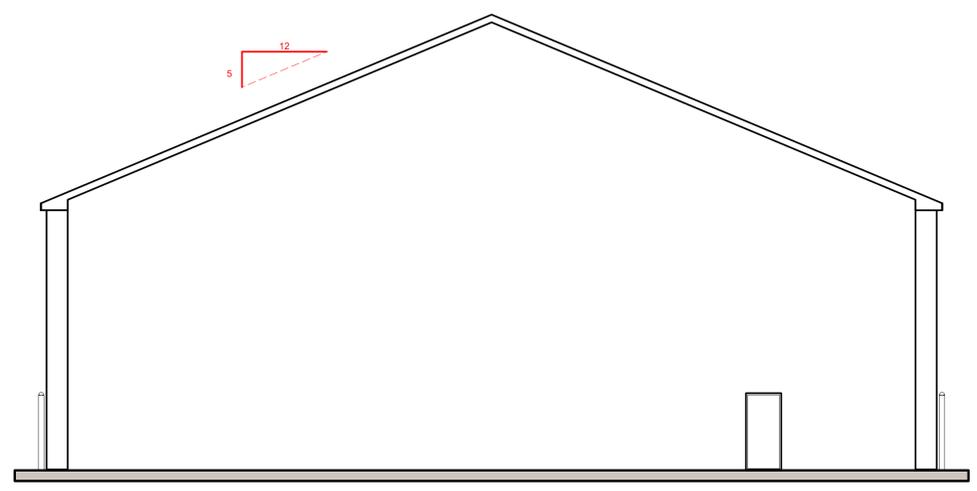
PLANNING COMMISSION - 12/9/2025

<p>Professional Certification: I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MARYLAND.</p> <p>CHRISTOPHER S. FERGER, AIA NCARB LICENSE NO.: 13302 EXPIRATION DATE: 11-30-2026</p>		<p>Project Title: TITAN BOATS MANUFACTURING BUILDING NEW CONSTRUCTION</p> <p>Project Address: 13053 OLD STAGE ROAD BISHOPVILLE, MARYLAND 21813</p>		<p>PROJECT DATA:</p> <p>Project Number: 20-081 File: Titan_Boats_Warehouse_SD2.rvt Project Date: 5/20/2023 Plot Date: Dec 9, 2025 4:10:26 PM Sheet Date: 12/9/2025 Sheet Scale: 1/8" = 1'-0"</p>		<p>Submission Notes:</p>	
<p>Scale:</p>		<p>Sheet Title: FLOOR PLAN</p>		<p>#</p>		<p>Date:</p>	
<p>Sheet No. A111</p>							

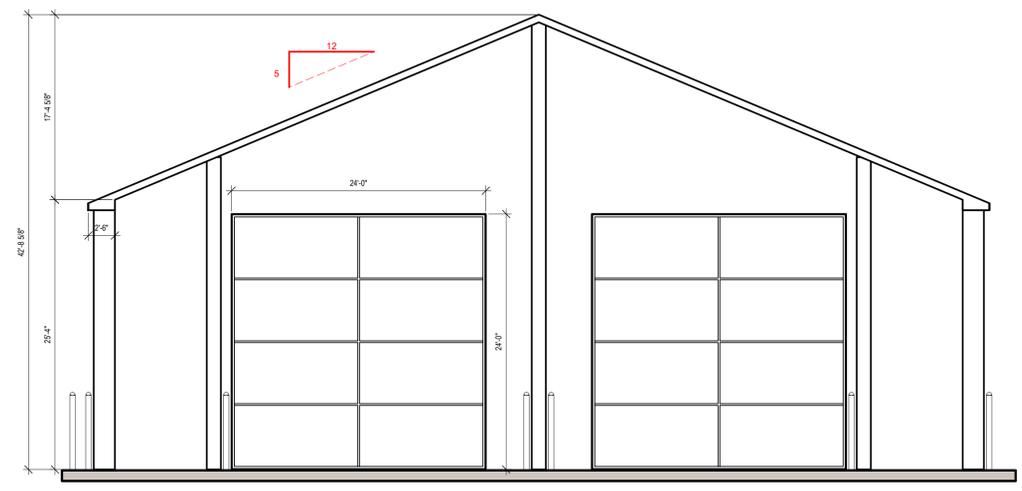
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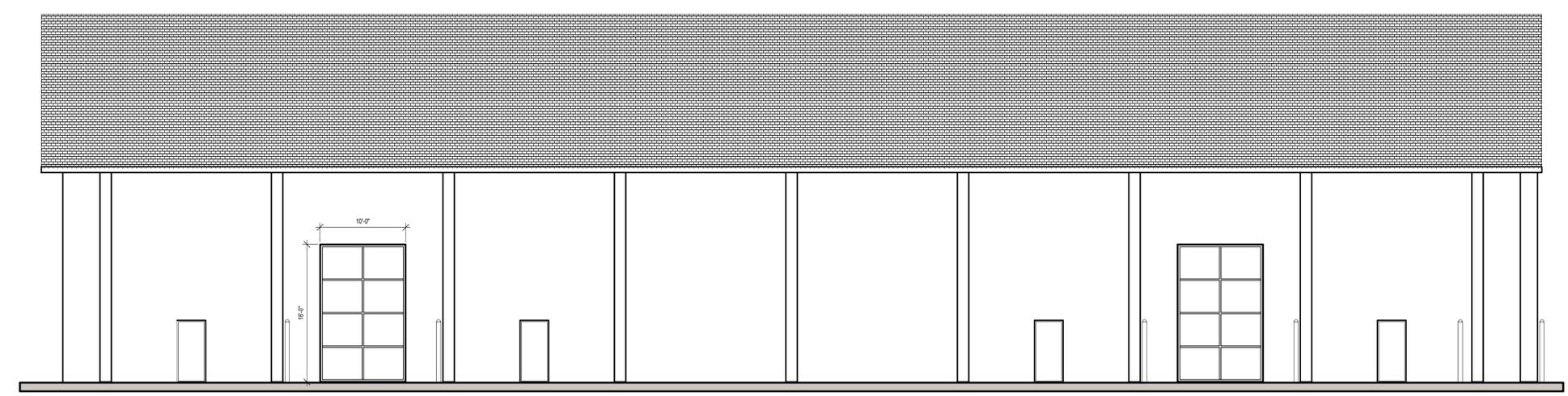
1 EAST ELEVATION
A201 Scale: 1/8" = 1'-0"



4 SOUTH SIDE ELEVATION
A201 Scale: 1/8" = 1'-0"



2 NORTH SIDE ELEVATION
A201 Scale: 1/8" = 1'-0"



3 WEST SIDE ELEVATION
A201 Scale: 1/8" = 1'-0"

PLANNING COMMISSION - 12/9/2025

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<p>FRONT & SIDE ELEVATIONS</p>			
<p>VISTA DESIGN, INC. Engineers • Architects • Surveyors • Landscape Architects • Land Planning Consultants 11634 Westover Highway Shovel, Maryland 21862 Phone: (410) 552-2834 email: info@vistadesigninc.com</p>			
		<p>Sheet No. A201</p>	



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

MEMORANDUM

To: Worcester County Planning Commission
From: Jennifer Keener, AICP, Director
Matt Laick, GISP, Deputy Director
Kristen Tremblay, AICP, Zoning Administrator
Date: December 30, 2025
Re: Text Amendment Application – Modify § ZS 1-351(b)(5) – Short-term rental third parking space requirement

Christy Agnese, property owner within the Landings subdivision, has submitted a text amendment application to modify the effective date at which a third parking space shall be provided for a short-term rental property. A copy of the draft bill language is attached for your consideration.

As is the case with all text amendment applications, the application was distributed to staff for review and comment. The Planning Commission shall review the request and make a recommendation to the Worcester County Commissioners (favorable or unfavorable) and can make recommendations for changes to the proposed language. If at least one County Commissioner introduces the amendment as a bill, then a public hearing date will be set for the Commissioners to obtain public input prior to acting on the request.

BACKGROUND

Currently, all dwelling units shall provide two off-street parking spaces per unit. Tandem or stacked parking is not permitted to be counted towards the minimum requirements per the definition of “off-street parking space”. If the dwelling unit was permitted on or after January 1, 2020 (the effective date of the rental licensing legislation), a third parking space shall be provided to obtain a short-term rental license. Attached is a copy of the short-term rental ordinance in the Zoning Code, as well as the short-term rental addendum that each owner is required to sign with their license application.

DISCUSSION

The purpose of the third parking space is to alleviate traffic impacts from the potentially higher number of occupants allowed in a dwelling on a short-term basis. A long-term rental or owner-occupied dwelling is subject to the occupancy restrictions of a “family or housekeeping unit”, which restricts the total number of unrelated occupants to no more than five (5). On the other hand, occupancy within the same dwelling as a short-term rental is determined by the size of the bedrooms. The average short-term license permits 8 people, and ranges between 2 to 33 people.

When presented to the County Commissioners in August 2019, the bill proposed one additional off-street parking space for all short-term rentals. Based upon public feedback, the Commissioners amended the bill in October 2019 to limit applicability to the effective date of the legislation (January 1, 2020). This reduced the burden of installing additional spaces on existing homeowners, while new applicants shall incorporate a third space into their project if a short-term rental was anticipated.

Staff advise developers during the review of new residential developments so that they are aware of the requirements when they market their units. Whether that information is passed on to the consumer is unclear. Some developers have built out additional parking to accommodate this request from homeowners. Others have specified that units will remain owner occupied or for long-term rentals only. In communities developed over an extended period, it is common for different phases to be governed by the standards in effect at the time each phase was developed or permit was approved. While this has resulted in communities operating under more than one set of rules, this outcome is consistent with long-standing land-use practice. Overall, the Department's interpretation of the law has not changed since it went into effect in 2020; however, it was apparently not consistently enforced in all communities.

The parking provision has become difficult to manage in condominium regimes (multi-family, two-family or townhouse developments) where individual units are sold, but the common area, which may include off-street parking, is managed by a homeowner or condominium association. In some instances, there is not enough parking available for all units to be allocated a third space. In addition to the homeowner signing the short-term rental addendum, the Department requires that the controlling entity provide a letter stating that the respective unit has the right to use the additional space.

RECOMMENDATION

Several communities are experiencing parking challenges which can be exacerbated by short-term rentals, and which have resulted in recent draft legislation addressing garage clearance heights. The proposed language will not alleviate future homeowners in communities constructed after January 1, 2026, from the same effects that current homeowners are experiencing. It would simply allow additional short-term rentals to operate without providing the additional spaces needed to meet the apparent demand.

Maintaining a firm cutoff date, such as January 1, 2020, avoids shifting impacts onto neighbors, and preserves the integrity of the County's adopted planning framework while allowing limited, narrowly tailored vesting where appropriate. **Overall, staff support the County Commissioners' original decision to require a third parking space as of the effective date of the original legislation.**

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

BILL 26-__

BY:
INTRODUCED:

A BILL ENTITLED

AN ACT Concerning

Zoning – Short-term rentals

For the purpose of amending the Zoning and Subdivision Control Article to modify the effective date at which a third parking space shall be provided for a short-term rental property.

Section 1. BE IT ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-351(b)(5) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and reenacted to read as follows:

- (5) One additional off-street parking space beyond that required by the provisions of § ZS 1-320(a) shall be provided for all short-term rental structures for which a building permit application is received after ~~the effective date of this section~~ JANUARY 1, 2026.

Section 2. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that this Bill shall take effect forty-five (45) days from the date of its passage.

PASSED this _____ day of _____, 2026.

Subtitle ZS1:III. Supplementary Districts and District Regulations

§ ZS 1-351. Short-term rentals.

[Added 10 15 2019 by Bill No 19 3]

- (a) Generally. It is the intent of these regulations to maintain the neighborhood character where short-term rentals take place and protect the health, safety and general welfare of the permanent residents and the lodgers while allowing this form of renting to exist.
- (b) Requirements.
- (1) Any dwelling unit or portion thereof that is offered as short term rentals must conform to the provisions of this Title
 - (2) Any property used or planned to be used for short-term rentals shall be limited to a single rental contract for any overnight period regardless of the number of available sleeping rooms in the principal dwelling unit or accessory apartment.
 - (3) Occupancy.
 - A The definition of "family or housekeeping unit" as contained in § ZS 1 103 hereof shall not apply in determining the occupancy limitations for short term rentals holding a valid rental license pursuant to § TR 2-105 of the Taxation and Revenue Article of the Code of Public Local Laws of Worcester County, Maryland but rather shall be determined as follows:
 1. Every bedroom, as defined in § ZS 1-103 hereof, occupied by more than one person shall contain not less than fifty square feet of floor area unobstructed other than by furniture for each occupant
 2. The total number of occupants permitted in any short-term rental unit shall not exceed the sum total of all occupants permitted in each bedroom of the structure.
 - B. Accessory apartments shall only be rented in their entirety and shall be subject to the occupancy limitations as contained in Subsection (b)(3)A, above. Accessory apartments shall also be subject to the provisions of § ZS 1-338 hereof.
 - (4) No modifications shall be made to the dwelling unit which shall change the functionality, appearance or principal design of the structure as an individual dwelling unit.
 - (5) One additional off-street parking space beyond that required by the provisions of § ZS 1-320(a) shall be provided for all short-term rental structures for which a building permit application is received after the effective date of this section
 - (6) The property owner shall maintain a record of the names of all lodgers, including their address, phone number and email address as applicable, as well as the dates of lodging. Such record shall be provided to the County upon request.
 - (7) The property owner or their authorized agent shall make the dwelling unit available for inspection during reasonable hours upon request by the County in order to verify compliance with the provisions of this Title.
 - (8) On-premises signage shall be permitted in accordance with the provisions of § ZS 1-324.
 - (9) The hosting of functions and events, including but not limited to wedding ceremonies, wedding receptions, family reunions, birthday and anniversary celebrations, corporate and employee appreciation parties and other similar gatherings of persons other than the authorized lodgers, shall be prohibited in association with any short term rentals, regardless of whether or not any form of compensation or barter has been paid or received by any individual or firm for the event.
 - (10) The County Commissioners by resolution may establish additional standards or require additional information as deemed necessary to enforce the provisions of this Title.



RENTAL LICENSE APPLICATION **SHORT-TERM ADDENDUM**

A short-term rental is defined as a maximum occupancy of twenty-eight (28) consecutive days or less. If you will be renting your single-family dwelling on a short-term basis, you will be required to submit this Addendum with your Rental License Application.

Please print this sheet and read through the general information pertaining to your application for a short-term rental license. Please sign the form at the bottom of the page acknowledging the requirements, and submit it with your completed application. Keep a copy for your records.

GENERAL INFORMATION

- Any dwelling unit or portion thereof that is offered as short-term rentals shall be limited to a single rental contract for any overnight period regardless of the number of sleeping rooms available.
- The occupancy of the dwelling unit and/or bedrooms available for rent shall be based on the definition of a “bedroom” per the Worcester County Zoning Code, and the calculation provided in §ZS 1-351 Short-term rentals. A formal determination of the maximum permitted occupancy shall be made by the Department and will be reflected on the issued rental license. All rental or lease agreements shall reflect this maximum permitted occupancy.
- Every dwelling unit is required to provide two 10’ wide by 20’ long parking spaces that are fully accessible; stacking of vehicles shall not count towards the provisions for a parking space. **If a building permit for the dwelling unit was submitted to the Department on or after January 1, 2020, an additional parking space shall be provided, for a total of three (3) parking spaces on the subject property.** Street parking does not count towards the required parking.
- The property owner shall maintain a record of the names of all lodgers, including their mailing address, phone number and email address as applicable, as well as the dates of lodging. Such record shall be provided to the County upon request.
- The hosting of functions and events of persons other than the authorized lodgers shall be prohibited in association with any short-term rentals, regardless of whether or not any form of compensation or barter has been paid or received.
- No modifications shall be made which shall change the functionality, appearance or principal design of the structure as an individual dwelling unit.

Signature of Property Owner: _____ Date: _____

Subject Property Address: _____

COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND

BILL 19-3

BY: Commissioners Bertino, Bunting, Church, Elder, Mitrecic, Nordstrom and Purnell
INTRODUCED: July 16, 2019
AMENDED: SEPTEMBER 17, 2019

A BILL ENTITLED

AN ACT Concerning

Zoning - Boarding and Lodging Rentals

For the purpose of amending the Zoning and Subdivision Control Article to eliminate inconsistencies in existing codes, revise definitions and to establish new regulations for short term rentals of one-and two-family dwellings.

Section 1. BE IT ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that SUBSECTION § ZS 1-103(B) OF THE ZONING AND SUBDIVISION CONTROL ARTICLE OF THE CODE OF PUBLIC LOCAL LAWS OF WORCESTER COUNTY, MARYLAND BE AMENDED BY THE ADDITION OF A DEFINITION OF THE TERM "BEDROOM" TO READ AS FOLLOWS:

BEDROOM - A ROOM THAT CAN BE USED FOR SLEEPING THAT MEETS ALL OF THE FOLLOWING CRITERIA:

- (1) CONTAINS A MINIMUM OF SEVENTY SQUARE FEET OF CONDITIONED SPACE UNOBSTRUCTED OTHER THAN BY FURNITURE AND NOT INCLUDING CLOSETS;
- (2) IS LOCATED ALONG AN EXTERIOR WALL OF THE STRUCTURE IN WHICH IT IS CONTAINED;
- (3) HAS AN ENTRY DOOR AND A CLOSET;
- (4) DOES NOT PROVIDE ACCESS TO ANOTHER ROOM OTHER THAN A BATHROOM OR A CLOSET;
- (5) HAS AN EMERGENCY MEANS OF ESCAPE AND RESCUE MEETING THE REQUIREMENTS OF THE COUNTY BUILDING CODE ADOPTED PURSUANT TO § BR 1-201 OF THE BUILDING REGULATIONS ARTICLE WHEN CONTAINED IN A BUILDING FOR WHICH A BUILDING PERMIT WAS ISSUED ON OR AFTER JULY 1, 1992; AND
- (6) IS NOT ALL OR ANY PART OF A HALLWAY, BATHROOM, KITCHEN, LIVING ROOM, FAMILY ROOM, DINING ROOM, DEN, HOME THEATER/MEDIA ROOM, BREAKFAST ROOM OR NOOK, PANTRY, LAUNDRY ROOM, SUNROOM, RECREATION ROOM, EXERCISE ROOM OR ANY OTHER SIMILAR USE.

Section 2. BE IT ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that the existing definitions of "boarding or lodging house" and "country inn" as contained in Subsection § ZS 1-103(b) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed.

Section 23. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that the existing definition of "transient" as contained in Subsection § ZS 1-103(b) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and reenacted to read as follows:

TRANSIENT — When referring to a person, a person occupying or intending to occupy all or any portion of a structure for lodging on a temporary basis not to exceed twenty-eight consecutive days.

Section 34. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that the existing definition of "boarder or lodger" as contained in Subsection § ZS 1-103(b) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and replaced by the new terms "lodger" and "roomer or boarder" to read as follows:

LODGER — A person who receives sleeping accommodations, which may also include meals, for compensation in all or any portion of any dwelling unit for twenty-eight consecutive days or less.

ROOMER or BOARDER — A person who receives sleeping accommodations, which may also include meals, for compensation in all or any portion of any dwelling unit for more than twenty-eight consecutive days and who is not part of the resident family.

Section 45. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-103(b) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be amended by the addition of a definition of the term "short term rental" to read as follows:

SHORT TERM RENTAL (STR) — All or a portion of any dwelling unit or all of an accessory apartment that is rented to a lodger for sleeping accommodations on a basis not to exceed twenty-eight consecutive days. Short term rentals do not include bed-and-breakfast establishments. See § ZS 1-351 hereof.

Section 56. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-105(c) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be amended by the addition of a new subsection § ZS 1-105(c)(7) to read as follows:

(7) Short term rentals, subject to the provisions of § ZS 1-351 hereof.

Section 67. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsections §§ ZS 1-202(c)(26) and ZS 1-202(c)(27) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and Subsections §§ ZS 1-202(c)(28) through ZS 1-202(c)(46) be renumbered as Subsections §§ ZS 1-202(c)(26) through ZS 1-202(c)(44) respectively.

Section 78. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsections §§ ZS 1-203(c)(4) and ZS 1-203(c)(5) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and Subsections §§ ZS 1-203(c)(6) through ZS 1-203(c)(22) be renumbered as Subsections §§ ZS 1-203(c)(4) through ZS 1-203(c)(20) respectively.

Section 89. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-203(d) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be amended by the addition of a new Subsection § ZS 1-203(d)(11) to read as follows:

- (11) The keeping of not more than two roomers or boarders.

Section 910. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsections §§ ZS 1-204(c)(11) and ZS 1-204(c)(12) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and Subsections §§ ZS 1-204(c)(13) through ZS 1-204(c)(22) be renumbered as Subsections §§ ZS 1-204(c)(11) through ZS 1-204(c)(20) respectively.

Section 1011. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-204(e) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be amended by the addition of a new Subsection § ZS 1-204(e)(12) to read as follows:

- (12) The keeping of not more than two roomers or boarders.

Section 1112. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsections §§ ZS 1-208(c)(1) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and Subsections §§ ZS 1-208(c)(2) through ZS 1-208(c)(18) be renumbered as Subsections §§ ZS 1-208(c)(1) through ZS 1-208(c)(17) respectively.

Section 1213. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-215(d) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be amended by the addition of a new Subsection § ZS 1-215(d)(8) to read as follows:

- (8) The keeping of not more than two roomers or boarders.

Section 1314. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-340(b)(1) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and reenacted to read as follows:

- (1) No bed-and-breakfast facility shall contain more than twenty guest sleeping rooms. Only designated rooms shall be used for sleeping.

Section †415. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsection § ZS 1-340(b)(7) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and reenacted to read as follows:

- (7) No guest shall be permitted in a bed in a bed-and-breakfast facility for more than twenty-eight consecutive nights.

Section †516. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that Subsections §§ ZS 1-340(b)(9) of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be repealed and Subsections §§ ZS 1-340(b)(10) and ZS 1-340(b)(11) be renumbered as Subsections §§ ZS 1-340(b)(9) and ZS 1-340(b)(10) respectively.

Section †617. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that a new Section § ZS 1-351 of the Zoning and Subdivision Control Article of the Code of Public Local Laws of Worcester County, Maryland be enacted to read as follows:

§ ZS 1-351. Short term rentals.

- (a) Generally. It is the intent of these regulations to maintain the neighborhood character where short term rentals take place and protect the health, safety and general welfare of the permanent residents and the lodgers while allowing this form of renting to exist.
- (b) Requirements.
 - (1) Any dwelling unit or portion thereof that is offered as short term rentals must conform to the provisions of this Title.
 - (2) Any property used or planned to be used for short term rentals shall be limited to a single rental contract for any overnight period regardless of the number of available sleeping rooms in the principal dwelling unit or accessory apartment.
 - (3) Occupancy.
 - A. ~~Where the entire dwelling unit or accessory apartment is being offered for rent, occupancy shall be limited to a maximum of one family or housekeeping unit as defined in § ZS 1-103(b) hereof.~~ THE DEFINITION OF “FAMILY OR HOUSEKEEPING UNIT” AS CONTAINED IN § ZS 1-103 HEREOF SHALL NOT APPLY IN DETERMINING THE OCCUPANCY LIMITATIONS FOR SHORT TERM RENTALS HOLDING A VALID RENTAL LICENSE PURSUANT TO § TR 2-105 OF THE TAXATION AND REVENUE ARTICLE OF THE CODE OF PUBLIC LOCAL LAWS OF WORCESTER COUNTY, MARYLAND BUT RATHER SHALL BE DETERMINED AS FOLLOWS:
 - 1. EVERY BEDROOM, AS DEFINED IN § ZS 1-103 HEREOF, OCCUPIED BY MORE THAN ONE PERSON SHALL CONTAIN NOT LESS THAN FIFTY SQUARE FEET OF FLOOR AREA UNOBSTRUCTED OTHER THAN BY FURNITURE FOR EACH OCCUPANT.

2. THE TOTAL NUMBER OF OCCUPANTS PERMITTED IN ANY SHORT TERM RENTAL UNIT SHALL NOT EXCEED THE SUM TOTAL OF ALL OCCUPANTS PERMITTED IN EACH BEDROOM OF THE STRUCTURE.

~~B. Where a portion of the principal dwelling is being offered for rent, occupancy shall consist of a maximum of two sleeping rooms that may accommodate up to two lodgers per room not including children under the age of twelve but in no case a greater number of lodgers than may be permitted by the zoning district regulations:~~

€ B. Accessory apartments shall only be rented in their entirety and shall be SUBJECT TO THE OCCUPANCY LIMITATIONS AS CONTAINED IN SUBSECTION (B)(3)A. ABOVE. ~~limited to a maximum of one family or housekeeping unit as defined in § ZS 1-103(b) herein.~~ Accessory apartments shall also be subject to the provisions of § ZS 1-338 hereof.

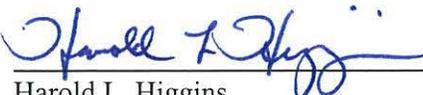
- (4) No modifications shall be made to the dwelling unit which shall change the functionality, appearance or principal design of the structure as an individual dwelling unit.
- (5) One additional off-street parking space beyond that required by the provisions of § ZS 1-320(a) for the existing permitted structure(s) shall be provided for all short term rental properties STRUCTURES FOR WHICH A BUILDING PERMIT APPLICATION IS RECEIVED AFTER THE EFFECTIVE DATE OF THIS SECTION.
- (6) The property owner shall maintain a record of the names of all lodgers, including their address, phone number and email address as applicable, as well as the dates of lodging. Such record shall be provided to the County upon request.
- (7) The property owner or their authorized agent shall make the dwelling unit available for inspection during reasonable hours upon request by the County in order to verify compliance with the provisions of this Title.
- (8) On-premises signage shall be permitted in accordance with the provisions of § ZS 1-324.
- (9) The hosting of functions and events, including but not limited to wedding ceremonies, wedding receptions, family reunions, birthday and anniversary celebrations, corporate and employee appreciation parties and other similar gatherings of persons other than the authorized lodgers, shall be prohibited in association with any short term rentals, regardless of whether or not any form of compensation or barter has been paid or received by any individual or firm for the event.
- (10) The County Commissioners by Resolution may establish additional standards or require additional information as deemed necessary to enforce the provisions of this Title.

Section 1718. BE IT FURTHER ENACTED BY THE COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND, that this Bill shall take effect January 1, 2020.

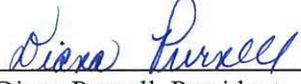
PASSED this 15th day of October, 2019.

ATTEST:

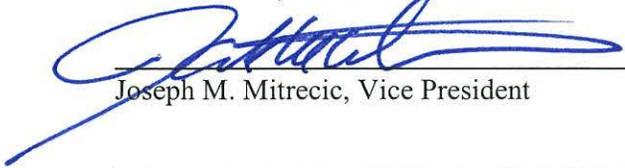
COUNTY COMMISSIONERS OF WORCESTER COUNTY, MARYLAND



Harold L. Higgins
Chief Administrative Officer



Diana Purnell, President



Joseph M. Mitrecic, Vice President

Anthony W. Bertino, Jr.

Madison J. Bunting, Jr.

Absent

James C. Church



Theodore J. Elder



Joshua C. Nordstrom



Worcester County Commissioners
Worcester County Government Center
One W. Market Street, Room 1103
Snow Hill, Maryland 21863

**PETITION FOR AMENDMENT TO THE OFFICAL TEXT
OF THE ZONING AND SUBDIVISION CONTROL ARTICLE**

(For Office Use Only – Please Do Not Write in this Space)

Date Received by Office of the County Commissioners _____

Date Received by Development Review and Permitting Revised: December 12, 2025

Date Reviewed by the Planning Commission January 8, 2026

I. Application: Proposals for amendments to the text of the Zoning and Subdivision Control Article may be made by any interested person who is a resident of Worcester County, a taxpayer therein, or by any governmental agency of the County. Check applicable status below:

- a. Resident of Worcester County: _____
- b. Taxpayer of Worcester County: X _____
- c. Governmental Agency: _____ (Name of Agency)

II. Proposed Change to Text of the Zoning and Subdivision Control Article

- a. Section Number: 1-351(b)(5)
- b. Page Number: https://ecode360.com/14021036#35278734
- c. Proposed revised text, addition or deletion:
Revise text to read:
One additional off-street parking space beyond that required by the provisions of § ZS 1-320(a)
shall be provided for all short-term rental structures for which a building permit application
is received after January 1, 2026.

III. Reasons for Requesting Text Change:

- a. Please list reasons or other information as to why the proposed text change is necessary and therefore requested:

Please see attached.

IV. Signature of Applicants

Signature(s): Christy Agnese

Printed Name(s): Christy Agnese

Mailing Address: 12423 Coastal Marsh Drive, Unit 5, Berlin, MD 21811

Phone Number: 6 [REDACTED]

Email: [REDACTED]

Date: 12/12/25

V. Signature of Attorney

Signature: _____

Printed Name: _____

Mailing Address: _____

Phone Number: _____

Email: _____

Date: _____

VI. General Information Relating to the Text Change Process

- a. Applications for text amendments shall be addressed to and filed with the Office of the County Commissioners. The required filing fee must accompany the application.

- b. Procedure for Text Amendments: Text amendments shall be passed by the County Commissioners of Worcester County as Public Local Laws according to legally required procedures, with the following additional requirements. Any proposed amendment shall first be referred to the Planning Commission for recommendation. The Planning Commission shall make a recommendation within a reasonable time after receipt of the proposed amendment. After receipt of the recommendation of the Planning Commission, the County Commissioners shall hold at least one public hearing in relation to the proposed amendment, at which parties and interested citizens shall have an opportunity to be heard. At least fifteen (15) days notice of the time and place of such hearing and the nature of the proposed amendment shall be published in an official paper or a paper of general circulation in Worcester County. In the event no County Commissioner is willing to introduce the proposed amendment as a bill, it will not be considered.

Christy Agnese

12423 Coastal Marsh Drive, Unit 5, Berlin, MD 21811

December 12 ,2025

Worcester County Commissioners
Worcester County Planning Commission
Worcester County Department of Development Review and Planning
Worcester County Government Center
One W. Market Street
Snow Hill, Maryland 21863

Dear Commissioners, Members of the Planning Commission, and Members of the Department of Development Review and Permitting,

This letter serves as the Section III A: Reasons for Requesting Text Change on the Worcester County Petition for Amendment to the Official Text of The Zoning and Subdivision Control Article submitted on December 7, 2025 and lists reasons or other information as to why the proposed text change is necessary and therefore requested.

I propose “the effective date of this section” is changed to “January 1, 2026” in [§ ZS 1-351\(b\)\(5\)](#).

Current:

*One additional off-street parking space beyond that required by the provisions of [§ ZS 1-320\(a\)](#) shall be provided for all short-term rental structures for which a building permit application is received after **the effective date of this section**.*

Proposed:

*One additional off-street parking space beyond that required by the provisions of [§ ZS 1-320\(a\)](#) shall be provided for all short-term rental structures for which a building permit application is received after **January 1, 2026**.*

History and Positive Outcomes Accomplished

Short-term rentals ([Section 1-351](#)) was added on October 15, 2019 by [Bill No. 19-3](#) “for the purpose of amending the Zoning and Subdivision Control Article to eliminate inconsistencies in existing codes, revise definitions and to establish new regulations for short term rentals of one-and two-family dwellings.”

There were many aspects in this bill that created improvements for our community and provided a clear foundation for those who wanted to participate in responsible short-term rental. This bill most notably ensured that there are reasonable occupancy standards, restricted functions and events, and mandated registry lists of guests. In reviewing the minutes from 2019, these outcomes do address many of the concerns that were being discussed. Those involved in the conversations and decision-making had very good intentions of creating short-term rental guidance to ensure a thriving community.

Timing and Impact of the Pandemic

The effective date of [Section 1-351\(b\)\(5\)](#) was January 1, 2020. No one in our community could have predicted there would be a global pandemic shortly in the future. It is reasonable to conclude that the pandemic played a role in the implementation, understanding, interpretation, and communication of the new code. Communicating change is difficult in the best of times and communicating anything beyond health and safety during the pandemic simply didn't seem to be possible. There was a complete lack of common understanding of what [Section 1-351\(b\)\(5\)](#) required of newly constructed properties to be eligible to obtain a short-term rental permit. Unfortunately, these changes and their very important implications, were not clearly communicated to homebuilders or potential homeowners as a result.

Ambiguity, Interpretation, and Enforcement

[Section 1-351\(a\)](#) states the overarching intention as follows:

*Generally. It is the intent of these regulations to maintain the neighborhood character where short-term rentals take place and protect the health, safety and general welfare of the permanent residents and the lodgers **while allowing this form of renting to exist.***

[Section 1-351\(b\)\(5\)](#) as currently stated is in direct conflict with [Section 1-351\(a\)](#) as it is currently being enforced as it has taken away my right and the right of other owners to participate in short-term rental. [Section 1-351](#) became operational in January 2020. Due to the ambiguity of the code language from 2020 to 2025 the Department of Development Review and Permitting issued short-term rental permits for properties built post-2020 that

only had two dedicated exclusive parking spaces. From my conversations with members of the team when I was exploring obtaining my short-term rental permit in 2024 and 2025, just having access to community parking spaces met the code threshold for having a third parking spot. I was encouraged to and did submit a parking site plan of our community to demonstrate that we had available parking to satisfy the third spot requirement.

Starting in the summer of 2025 the Department of Development Review and Permitting began revoking short-term rental licenses as they were “issued in error and no longer valid.” This came as an absolute surprise to me, those who lost their permits, neighbors, and the management company who manages our neighborhood. **The issue is that now [Section 1-351\(b\)\(5\)](#) is being interpreted that this third spot must be a dedicated and exclusive off-street parking spot, not access to a community/shared off-street parking spot, which was how the department was previously interpreting and enforcing the code.**

Though it is not applicable to my particular situation, since I have a garage with two spaces which meet the requirements for two vehicle parking per the county, and do not have a driveway, I understand that the definition of tandem or “stacked” parking has been another reason that members of the community have had their short-term rental licenses revoked as well, since they cannot use their driveways for the third space. Again, this was not made clear to the now homeowners who built their homes post 2020. **The proposed text amendment of [Section 1-351\(b\)\(5\)](#) would solve these issues and allow the licenses of those who have had them revoked to have them reinstated.**

My story

I built a townhome in Bayside and shared widely with Ryan Homes, Legum & Norman, the property management company for our community, and Worcester County Department of Development Review and Planning that I intended to use our home as a vacation home to bring together our family and participate in short-term rental to share our home with others. I followed all of the stated rules, and filed all permits and paperwork, and it is very unfortunate that all parties were apparently misinterpreting [Section 1-351\(b\)\(5\)](#) about requiring a third dedicated parking spot incorrectly until recently.

I would not have built this home in Bayside if I would have known that short-term rental was not an option. I’m a member of the Friends of Assateague State Park and have been vacationing in our community for nearly 15 years. I used to camp at the state park and then I rented short-term rentals in the Bayside Community in the years leading up to building my home, which is how I fell in love with the community. I built my townhome and closed in April 2025.

My husband and I are two working parents who have dedicated our careers to professional non-profit service. Building this vacation home was such a stretch and achievement--I rely on short-term income to keep this home financially feasible. I set up the home within a week after closing on construction to have it up and running as a rental with very careful logistical planning, a plethora of deliveries from our UPS driver, so much hard physical work from our talented family, lots of coordination with our professional rental company and the County of Worcester to obtain my license. I have to say that staff at the Worcester County Department of Development Review and Planning were a pleasure to work with. I found them to be very helpful in providing feedback and guidance to ensure that I was following the rules as they were currently being interpreted. They always answered my phone calls and quickly got back to me with answers to my questions. I had such a wonderful summer of enjoying my new home with family and friends and renting it out to guests who all provided us with a 5-star rating and were good stewards of our community resources. I want this to continue.

Since my husband and I do not have much vacation time as two working parents and seek to use our house as it fits our work schedules and our child's school schedule, longer term renting is not an option for us. A future goal is to use the house more personally, but short-term rental will always be part of our plan.

Unfortunately, my story is in no way unique in our community. I have spoken to other homeowners, and their stories are variations on a theme. **Many built their homes fully intending on vacationing in the community themselves and using short-term rental to make the financials feasible. They too shared widely with builders, the county, and their management companies that they intended to participate in short-term rental before and during building their homes. [Section 1-351\(b\)\(5\)](#) as it is currently stands and is being interpreted is preventing this reality.**

Equity

[Section 1-351\(b\)\(5\)](#) has created inequity for homeowners in our community as homes built pre-2020 only need two parking spaces while post-2020 are required three exclusive parking spaces. The divide is especially noticeable in my neighborhood, Bayside, since the community has been under development for 20 years. Since everyone (including the county, builders, management) were misinterpreting or not fully informed of the ramifications of **[Section 1-351\(b\)\(5\)](#) buyers were informed that short-term rental would be a possibility.**

Entire neighborhoods were intentionally designed, marketed, and built with the clear expectation that short-term rentals would be allowed. Homeowners invested substantial resources in good faith, relying on those assurances and the regulatory framework in place at the time. The change in interpretation after the fact undermines that trust.

Section 1-351(b)(5) as it currently stands effectively divides neighbors into two unequal classes: homeowners who can rent short-term because they built before the cutoff, and those who cannot simply because they came later. Such inequity discourages future investment and contradicts the principles of fairness and predictability that responsible regulation should uphold.

For these reasons, the **Section 1-351(b)(5) should be updated** to restore consistency, protect homeowner rights, and maintain trust in the County's regulatory process for those who built between 2020 and 2026.

Neighborhood Harmony

In my neighborhood, Bayside, each home, both single family and townhomes, has two dedicated exclusive parking spaces in their garages as determined by the County of Worcester. Additionally, **there is ample non-exclusive off-street parking available over the minimum required for building code in parking pods throughout the community.**

The attempt to mandate exclusive assigned parking for the third spot as part of **Section 1-351(b)(5) has created much neighborhood discord and strife. Sharing the non-exclusive off-street parking has been effective.** Indeed, our community is finally fully built, and all the parking has been paved and lined as of November 2025. There is more parking available today than there ever has been.

At the November 22, 2025 special meeting of the Bayside Community Association Board of Directors affirmed their commitment to allow short-term rentals to continue in our neighborhood. At the same time, there was not the desire to assign non-exclusive parking available at the community center parking lot. This demonstrates that forcing a retroactive action to attempt to remedy the ramifications of **Section 1-351(b)(5)** is untenable in our community.

Since Section 1-351(b)(5) was never enforced as currently interpreted from January 2020 to Summer 2025, having a third exclusive and dedicated spot is not needed in our neighborhood. Other aspects of **Bill No. 19-3** such as the occupancy restrictions and

prohibiting parties and gatherings are effective in limiting the amount parking in our neighborhood and like neighborhoods.

Economic Hardship

Since homeowners purchased and built their homes under prior guidance, the current interpretation of [Section 1-351\(b\)\(5\)](#) has caused them to experience significant and unjust economic hardship. Many owners invested substantial resources in good faith reliance on the original regulatory framework, which allowed short-term rentals without this extra dedicated parking space requirement. These homes were designed, financed, and constructed based on that understanding.

This change effectively strips owners of a key income stream that was integral to their financial planning. Short-term rentals can provide essential supplemental income to cover mortgages, property taxes, and maintenance costs. Removing that opportunity can lead to **negative equity, forced sales, or foreclosure risk**, particularly for those who purchased vacation homes, second homes, or retirement properties with the expectation of rental income.

Additionally, **removing the right to short-term rental legally, lowers the home values of everyone** in the community, regardless of their interest to participate in short-term rental themselves. For Worcester County removing that opportunity is projected to reduce home values based on [trends in similar coastal markets](#).

Tourism continues to be a growing and major economic driver in Worcester County. In 2022 **visitors spent approximately \$2.6 billion in Worcester County**, up from \$2.48 billion in 2021 and \$1.97 billion in 2019, when [Bill No. 19-3](#) was adopted. Tourism also supports more than **15,000 jobs in Worcester County**, representing the majority of local employment, and generates hundreds of millions in state and local tax revenue. Short-term rentals specifically generate a 5% Room Tax to Worcester County, which will be increased to [6% beginning January 1, 2026](#). **Responsible short-term rental is a vital part of our community and owners who built before January 1, 2026 must have the right to participate.**

Lessons Learned and a Path Forward

Worcester County can learn lessons from this situation and chart an intentional path forward. I believe that the Commissioners, Planning Commission and Department of Development Review and Planning want all developers, homebuilders, and potential

homeowners to fully understand [Section 1-351\(b\)\(5\)](#) and if their home will be eligible to apply for a short-term rental permit. This text amendment allows this to become a reality.

Everyone wants homebuilders, developers, and potential homebuyers to be aware of the possibilities of their properties in a very transparent manner, so education and clear communication crucial to success. Some ways that this might be accomplished is a written memo from the Department of Development Review and Planning to the developers and homebuilders when they apply for permits that would become part of the minutes of the Planning Commission Meetings. For potential homebuyers, an infographic could be created and placed on the Department of Development Review and Planning's website graphically and clearly explaining what is required. This infographic could be used to create a handout that developers are required to give to potential buyers for educational purposes. Finally, real estate listings and marketing materials could clearly and plainly state if a property is eligible to apply for a short-term rental license in Worcester County or not. I'm positive there are other ideas that could increase communication and clarity on this topic, and I encourage the county to adopt them fully.

For the future, since potential buyers need clarity if their property is eligible to participate in short-term rental in Worcester County, it is my recommendation that their third parking spot is deeded or permanently placed. We have learned that a potential assignment of a common spot over the required minimum is not a strategy that can be relied on a consistent basis or for the long-term. Buyers deserve clarity to make such an important financial decision.

This renewed plan with enhanced education and transparent communication would lay the foundation for future work related to short-term rentals as new developers come to Worcester County. If so desired, it would give the county the opportunity to purposefully approve permanent affordable housing with only two dedicated parking spots with the potential buyer's full awareness that it is not available for short-term rental.

Conclusion

[Section 1-351\(b\)\(5\)](#) as it is currently stated is at odds with the original intent and goals of the short-term rental regulations adopted in 2019, creates inequity among homeowners, and imposes unnecessary economic hardship on those who built in good faith under prior interpretation. For five years, the County interpreted this aspect of the code in a way that allowed responsible short-term rental participation, and communities were planned and marketed with that understanding. The recent shift in interpretation not only divides neighbors into two classes but also erodes trust in the regulatory process, discourages

investment, and threatens property values. **Updating [Section 1-351\(b\)\(5\)](#) will restore consistency, uphold fairness, and protect both homeowner rights and the economic vitality of Worcester County.** The county can learn from this situation and set itself up for success in the future.

I would like nothing more than to remain a member of this community and participate in short-term rental.

Thank you for your careful consideration and action. I'm looking forward to speaking with you at upcoming meetings.

With respect and in partnership,

A handwritten signature in cursive script that reads "Christy Agnese". The signature is written in black ink and is positioned above the printed name.

Christy Agnese