CECIL COUNTY TECHNICAL ADVISORY COMMITTEE  
Wednesday, January 2, 2019  
9:00 a.m.  
County Administration Building  
200 Chesapeake Blvd., Elk Room, Elkton, Maryland  

Present: Di Giacomo, Tony (LUDS/P&Z); Brown, Chris (CCSCD); Harmon, Lloyd (DEH); McMahon, Will (LUDS/DPR) and Bakeoven, Jennifer (LUDS/P&Z).  

Absent: Peoples, Rob (MDE); Citizen’s Representative; Cwiek, Philip (USCoE); Ouano, Jun (Delmarva Power); Sullivan, Tim (SHA); Simpers, Charles (CCPS); Gould, Adam (Artesian Water); Lord, Stephen (Verizon Wireless) and Fire Chief Representative.  

1. **Ravens Glen, Lots 1-8, Concept Plat, Old Elk Neck Road, Carpenter Engineering, LLC, Fifth Election District.**  

Ronnie Carpenter, Carpenter Engineering and Tracy Justice, Justice Builders, appeared and presented an overview of the project.  

Mr. McMahon, LUDS – Development Plans Review Division, read the comments of the department:  

1. The Stormwater Management (SWM) must satisfy the current Stormwater Management Code. The Concept Stormwater Management Plan has been reviewed and approved by DPR.  
2. The Preliminary SWM Plans must be submitted and approved prior to the Preliminary Record Plat being submitted for review by the Planning Commission.  
3. Identify all SWM easements on the Preliminary & Final plats.  
4. All applicable Road Construction plans must be submitted prior to the Preliminary Plan approval.  
5. A Road & Storm Drain plan and a Mass and Final Grading plan must be approved by the DPW prior to submitting the final plat to the Planning Commission for review.  
6. Unless granted the necessary variances, the entrance improvements and road construction plans must be designed in accordance with the current Road Code, Standards and Specifications.  
7. Section 3.07 15) applies to this project and must be addressed. The extent of the road improvements, if required, must be reflected on the Preliminary Plat and the Applicant must agree to construct the same.  
8. Any applicable Road Code Variances must be requested prior to submittal for Preliminary Plat approval.  
10. Revise General Note 9 to read “A 30’ strip conveyed in fee simple to Cecil County Maryland, See Deed in Liber ____ , Folio ____”. Dedication must be recorded and referenced in the note above prior to recordation of the Final Plat.  
11. The following standard notes and requirements apply to this plat and project: The details of these notes and requirements will be identified in the record but will not be read at this time:  
   a. The Final Plat Lot Grading, and Lot Grading Plan Construction Limits Notes.  
   b. Requirements for Stormwater Inspection and Maintenance Agreements.  
   c. Requirements for Final Plat - Public Works Agreement for Winning Drive.  
   d. Requirements for Driveway paving.  
   e. Requirements for Winning Drive to be dedicated for Public Use.  

Mr. Brown read the comments from CSCD:  

- Concept Stormwater Management Plans applicable to Ravens Glen, Lots 1-8 were received by Cecil Soil Conservation District on 2/1/18 and are currently under review. Conditional approval of the Concept SWM/E&S plans were sent on 2/21/18. However, Plans have not been submitted for signature.
• Development Plans Review has indicated that the Concept ESD plans are in their office for signature and will be forwarded to CSCD soon.
• To date, Preliminary Stormwater Management Plans have not been received by CSCD. All issues regarding Erosion and Sediment Control will be addressed on these plans. Please include Cecil Soil Conservation District in discussions with the Department of Land Use & Development Services as to the requirements of the Stormwater Management and Erosion and Sediment Control Plans.

Mr. Harmon read the comments from the Health Department:
Health Department has no objection to concept plat.

Mr. Di Giacomo, LUDS:
With regard to the posting of plats on the County’s website, notice is hereby given the jpg file submissions can be only 11 inches, maximum, in any direction. Adherence to that requirement will enable the County to better serve the public.

Zoning: LDR

Density: The LDR zone’s permitted density is the same (1 du/1 ac.) as the old SR zone’s, under which the Oldfield at Ravens Glen Concept, Preliminary, and Final Plats were all approved.

The adjacent Oldfield Acres subdivision, lots 1-17, was approved by the Cecil County Planning Commission on 2/16/71. Subsequently, another Oldfield Acres subdivision on the east side of Oldfield Point Road, lots 1-15, was recorded on 8/12/81. Neither of those had any impact on the Oldfield at Ravens Glen, Phases 1 and 2, subdivision with respect to density limitations or common open space requirements.

The approved Concept Plat density was 1/2.04 – consistent with the provisions of the SR zone, under which the Oldfield at Ravens Glen Concept, Preliminary, and Final Plats were approved.

The Concept Plat, which proposed 29 lots, was approved 3/19/01, conditioned on:
1) The acreage percentages for wetlands, streams, and stream buffers in common open space being verified prior to Technical Advisory Committee review of the Preliminary Plat;
2) Fee simple access to common open space between lots being marked with concrete monuments, and that fee simple access be provided from both cul-de-sacs;
3) The current Oldfield Acres lot owners not being included in this subdivision’s Homeowners’ Association; and
4) The developer considering the three to one ratio of lot lines when the subdivision is redesigned.

The road names Oldfield Acres drive and Ravens way were approved.

A Preliminary Plat, proposing only 24 lots, was approved 7/16/01, conditioned on:
1) Health Department requirements being met;
2) Department of Public Works requirements being met;
3) The verified acreage percentages for wetlands, streams, and stream buffers being included on the Final Plat;
4) Fee simple access to common open space between lots being marked with concrete monuments, and that fee simple access be provided from both cul-de-sacs;
5) The FCP and Landscape Plan being approved prior to Final Plat review by the Planning Commission;
6) A Homeowners’ Association for maintenance of common open space being established with $50 per recorded lot placed in escrow for improvements prior to recordation;
7) The current Oldfield Acres lot owners not being included in this subdivision’s Homeowners’ Association;
8) The graphic used for septic areas matching that in the notes on the Final Plat;
9) The graphic used for wetlands being included in the notes on the Final Plat;
10) All lot dimensions being included on the Final Plat;
11) Documentation of the Jurisdictional Determination being received by the Office of Planning & Zoning prior to submission of the Final Plat for Planning Commission review; and
12) A revised Preliminary Plat correcting deficiencies being submitted to the Office of Planning & Zoning prior to submission of the Final Plat for Planning Commission review;

A revised Preliminary Plat, proposing only 19 lots, was approved on 6/17/02, conditioned on:
1) Health Department requirements being met;
2) Department of Public Works requirements being met;
3) Fee simple access to common open space between lots being marked with concrete monuments, and that fee simple access be provided from both cul-de-sacs;
4) The FCP and Landscape Plan being approved prior to Final Plat review by the Planning Commission and the details of the Final Plat and the FFCP matching;
5) A Homeowners’ Association for maintenance of common open space being established with $50 per recorded lot placed in escrow for improvements prior to recordation; and
6) The current Oldfield Acres lot owners not being included in this subdivision’s Homeowners’ Association.

That Preliminary Plat superseded the one approved on 7/16/01. Therefore, the approved Preliminary Plat reflected a density of 1/3.11 rather than 1/2.46 (because the number of proposed lots had again been reduced from 24 to 19).

The Phase 1 (Lots 9 – 19) Final Plat was approved on 9/16/02, conditioned on:
1) Health Department requirements being met;
2) Department of Public Works requirements being met;
3) Fee simple access to common open space between lots being marked with concrete monuments, and that fee simple access be provided from both cul-de-sacs;
4) A Homeowners’ Association for maintenance of common open space being established (in coordination with Phase 2) with $50 per recorded lot placed in escrow for improvements prior to recordation; and
5) The current Oldfield Acres lot owners not being included in this subdivision’s Homeowners’ Association; and
6) Deed restrictions for long-term protection of the forest retention areas being recorded prior to recordation of the plat. The metes and bounds description of the FRA must be shown on the record plat;
7) The standard street tree/planted buffer non-disturbance note appearing on the Record Plat;
8) The Density Table being revised to replace the word “subdivision” with “phase” and the correct approved density being included; and
9) Any Phase 2 common open space and sensitive area calculations that may have been erroneously placed on the Phase 1 Final Plat being corrected prior to recordation.

The Phase 2 (Lots 1 – 8) Final Plat was also approved on 9/16/02, conditioned on:
1) Health Department requirements being met;
2) Department of Public Works requirements being met;
3) Fee simple access to common open space between lots being marked with concrete monuments, and that fee simple access be provided from both cul-de-sacs;
4) A Homeowners’ Association for maintenance of common open space being established (in coordination with Phase 1) with $50 per recorded lot placed in escrow for improvements prior to recordation; and
5) The current Oldfield Acres lot owners not being included in this subdivision’s Homeowners’ Association; and
6) Deed restrictions for long-term protection of the forest retention areas being recorded prior to recordation of the plat. The metes and bounds description of the FRA must be shown on the record plat;
7) The FRAs on the FCP and the Record Plat matching up;
8) The standard street tree/planted buffer non-disturbance note appearing on the Record Plat;
9) The Density Table being revised to replace the word “subdivision” with “phase” and the correct approved density being included prior to recordation;
10) The Bufferyard standard C being shown along the Old Elk Neck Road frontages prior to recordation;
11) Consistent with the approved FSD, the intermittent stream and appropriate buffers being shown on proposed Lot 4 prior to recordation;
12) All common open space being labeled as such prior to recordation;
13) All common open space acreage being accounted for in the Area Table prior to recordation; and
14) Any Phase 2 common open space and sensitive area calculations that may have been erroneously placed on the Phase 1 Final Plat being corrected prior to recordation.

Phase 1 was recorded on 10/17/03; Phase 2 has not been recorded but remains valid.

In cases such as this, to ensure adequate technical review and Planning Commission oversight, it was determined that the path forward would be via a revised Preliminary Plat – to be reviewed by the TAC and approved by the Planning Commission.

After Planning Commission approval, the subsequent step is the review and approval of a revised Final Plat, which, per §’s 4.2.3 & 4.2.4, is now an administrative function.

Moreover, the submitted Concept Plat should be treated as a revised Preliminary Plat in the manner described above. Therefore, the next procedural step should be the submission of a revised Preliminary Plat for review and possible approval by the Planning Commission.

This submission proposes only 1.3602 acres, or 6.38%, common open space – which must be labeled as such on the plat. 15% is required; but 38.56% common open space was proposed in both phases.1

The COS sensitive areas thresholds were calculated in conjunction with previous approvals.2

Why is the road name ‘Winning Drive’ now proposed for the previously approved ‘Ravens Way’? DES reports that the road name ‘Winning Drive’ can be approved. Mr. Carpenter stated that his client made the change to the road name.

Why is the approved subdivision name ‘Oldfield at Ravens Glen’ for Phase 2 now proposed to be named ‘Ravens Glen’? Mr. Carpenter stated that his client also made the change to the subdivision name.

Proposed lot 7 exceeds the 3:1 ratio cited in § 7.4.2 of the Cecil County Subdivision Regulations.

The GAP was previously issued.

Slopes greater than 25% must again be shown on the Preliminary Plat.

A 110’ perennial stream buffer is required from all perennial streams present. This buffer shall be expanded to include contiguous areas of hydric soils, highly erodible soils, and soils on slopes greater than 15% – to a maximum distance of 160’.

A 25’ buffer is required around all non-tidal wetlands and intermittent streams present. Permits are required from the (US Army) Corps of Engineers and MDE for all non-tidal wetland and stream impacts prior to recordation. JD’s are required in conjunction with permitting. If no permits are required, and if the proposed project meets the policy standards established on 3/20/95 and revised on 1/16/96, or if the FSD/Conceptual

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1 For Phase 1, the common open space percentage was actually 58.04%.
2 At a minimum, 15% of the required open space shall not consist of perennial or intermittent stream buffers, non-tidal wetlands or buffers, steep slopes, or habitats of rare, threatened and endangered species. No more than 40% of the common open space required shall consist of those areas designated as non-tidal or tidal wetlands.
Environmental Assessment finds that there are to be no impacts to field-delineated wetlands or stream impacts, or if the FSD/Conceptual Environmental Assessment finds that there are no wetlands or streams and that finding is consistent with the details of County wetlands maps and USGS quad maps, then no JD is required. If required, then a JD is recommended to be done prior to Final Plat review by the Planning Commission, but required to be completed prior to recordation.

Access to common open space beside or between lots must be marked with concrete monuments.

The vast majority of the common open space was recorded with Phase 1. How are the lot owners in Phase 2 proposed to have access to it? Mr. Carpenter stated that they have not proposed an access for Phase 2 at this time but will look further into it.

The applicant is reminded that the Phase 2 Final approval is still valid, as is its third condition.

Per the conditions of previous approvals, the Phase 2 lot owners must become members of the Oldfield at Ravens Glen Homeowners’ Association, with $50 per recorded lot being placed in escrow for improvements prior to recordation.

A Bufferyard standard C is required and must be depicted along the Old Elk Neck Road road frontages, and it must be depicted.

Lots 1-4 shall be denied direct access onto Old Elk Neck Road.

Rows of street trees are required, outside the right-of-way, along both sides of the internal road. The street tree easement must be depicted.

Where feasible, the natural vegetative equivalent may be used to satisfy the bufferyard and street tree requirements.

The Forest Stand Delineation (FSD) was previously approved.

The approved FSD shows an intermittent stream on proposed Lot 4. That intermittent stream and its buffer on Lots 4 and 5, must be shown and expanded from 25’ to 50’ in the FRA.

The new PFCP and new SWM Preliminary Plan must be approved prior to the submission of the revised Preliminary for review and possible approval by the Planning Commission (§6.2.B(1), Cecil County Forest Conservation Regulations; §251.12, 2009 Cecil County SWM Ordinance).

The final Forest Conservation Plan (FCP)/Landscape Plan and SWM Final Plan must (shall) be approved prior to the administrative review and possible approval of the Final Plat (§6.3.B(1)(a), Cecil County Forest Conservation Regulations; §251.12, 2009 Cecil County SWM Ordinance).

A Landscape Agreement must be executed prior to recordation.

Deed restrictions for the long-term protection of the Forest Retention/Afforestation Areas (FRAs) must be recorded and noted on the plat prior to recordation. The metes and bounds description of the FRA must be shown on the record plat.

If the new subdivision name is used, then what will be the implications for previous deed restrictions covering these lots using the Oldfield at Ravens Glen name? Mr. Carpenter stated that he would look into it.

The proposed and previously-approved road names have been approved.

The standard street tree/planted buffer non-disturbance note must be included on the Final and Record Plats.
A Homeowners’ Association for maintenance of common open space must be established, in coordination with Phase 1, if approved, with $50 per recorded lot placed in escrow for improvements prior to recordation.

The top signature block must be corrected. Signature blocks are required on all (both) sheets.

The ‘Site Tabulation’ table should account for the 1.3602 acres of common open space.  

General Note #4 references FRA’s that are shown, but, if shown, they are not labeled.

General Note #17 references LOD’s that are shown, but, if shown, they are not labeled.

Site Data Note # 10, references a “Note 11”, but does not specify which one (?).

With regard to General Note # 6, will the previous approval of the lot grading plan be affected by SWM design changes? Mr. Carpenter stated that a revised lot grading plan will be submitted.

The applicant is reminded of the 4:30 p.m. submission deadline on the 3rd Thursday for review by the Planning Commission the following month.

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<th>Elementary</th>
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<th>High School</th>
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RECOMMENDATION:  
DISAPPROVAL  
APPROVAL

Preliminary Plat Requirements:
(a) The Preliminary Plat shall be submitted by the developer on paper and shall be clear and legible. The scale shall be no smaller than 1” = 100’ (1” = 200’ where the average lot size is greater than five (5) acres as approved by the Office of Planning and Zoning). When more than one (1) sheet is required, an index sheet of the same size shall be submitted showing the entire subdivision drawn to scale. Each sheet must have the surveyor’s seal. Incomplete plats will not be accepted by the Office of Planning and Zoning. For Planning Commission review only, a Preliminary Plat will be not be considered complete if the boundary line survey has not been completed, the Traffic Impact Study (if required) has not been completed, the documentation of the completed jurisdictional determination (if applicable) has not been submitted, and the Preliminary Forest Conservation Plan has not been approved prior to submittal of said Preliminary Plat (if in the Critical Area, a Preliminary Plat will not be considered complete unless the Preliminary Environmental Assessment has been approved prior to submission of said Preliminary Plat). In addition, for Technical Advisory Committee and Planning Commission review, a Preliminary Plat will be not considered complete if the public notification sign(s) have not been properly installed, if the electronic version of the plat has not been submitted for posting on the County’s website, and, if the submission fee, established in Appendix A, has not been paid. Incomplete Preliminary Plats will be returned to the subdivider within fifteen (15) days of submission for completion and resubmission by the subdivider at a later date.

(b) A vicinity map indicating the location of the property with reference to surrounding property, streets, landmarks, streams, etc. (scale shall be no smaller than 1”=2000’), and conforming to Section 2.4.4 on the designation of the remainder. The tax map, block (grid), parcel number(s) shall also be shown.

(c) The names, liber and folio of all adjoining property. In the event that a recorded subdivision adjoins the land to be developed, the subdivision name, and recording reference shall be indicated. In the event that a historic district or other officially designated historic site adjoins the land to be developed, it shall be identified.

(d) Title information:
1. Proposed name.
2. Scale of Plat (feet and meters).
3. Location by election district, County and State.
4. Date.

(e) Name and address of the owner and registered engineer or surveyor licensed in the State of Maryland responsible for the preparation of the plat, signature, and seal of the engineer, surveyor and corporation required.

(f) Northpoint. Indicate if true north.

(g) Boundary of proposed subdivision.

(h) All existing pertinent features either natural or manmade that may influence the design of the subdivision, such as important trees or wooded areas, power transmission towers, existing buildings and structures and water courses.

3 Lot areas expressed as square feet (rather than acres) required only on Final Plats and only for lots less than one acre (43,560 ft²) in size.
(i) Existing topography at 2- or 5-ft contour intervals. Contour lines shall be indicated 100 ft beyond the subdivision boundary. Contours shall be based on
government bench marks when available within 2000 ft of property or by estimation from USGS quadrangle maps. Data shall be stated in all cases and a
reference or bench mark described on the plat together with elevation. Source of contours shall be stated on plat, such as, field run topo, or aerial topo, etc.
Interpolation of contours from USGS quadrangle maps will not be accepted unless previously approved by OPZ.

(j) Location, width, and names of all streets and/or alleys on or adjoining the subdivision; this should include plats which have preliminary approval as well as those
recorded but unimproved and all existing easements (to be indicated with dashed lines).

(k) Location of existing and proposed utilities on or within 200 ft of the tract with approximate pipe sizes and directions of slope indicated (should include electric
and telephone poles or towers).

(l) The layout of all proposed and existing lots with approximate dimensions and minimum building line should be indicated. All major subdivisions must be
provided with coordinates consistent with the geodetic control requirements approved by the Board of County Commissioners on 15 May 2007.

(m) The preliminary layout of all proposed streets and pedestrian ways, including width of right-of-way, pavements, storm drains, and grades.

(n) The approximate location, dimensions, and area of all property proposed to be reserved or temporarily reserved for public use, or to be reserved for use of all
property owners in the subdivision, and the location, dimensions and purposes of any proposed easements, including drainage easements.

(o) Zoning district classification of the tract or parcel being subdivided.

(p) Existing and proposed (schematic) drainage system, including the type(s) of structures, the floodplain, proposed stormwater management facility locations, and
any deviations from standards, consistent with Section 7.5.

(q) Locations of the septic disposal area, proposed wells and percolation information are to be indicated in accordance with the specifications of the Maryland State
Department of Health and Mental Hygiene when individual sanitary facilities are to be used. If community sewerage and/or water systems are to be used, such
notation shall be made on the Preliminary Plat.

(r) The total number of lots, area of lots, the density, the total area of any open space, any add-ons, total area and types of
right-of-way dedicated, and total area of subdivision shall be indicated in table form. All acreage shall be accounted for, per the boundary line survey, and the
Preliminary Plat density shall not exceed the approved Concept Plat density.

(s) In cases of condominium or multi-family projects (apartments, townhouses, etc.), the following additional items shall be shown:
1. Approximate location of each building, setbacks from all streets (public or private), property lines and distance between buildings.
2. Number and types of units in each building.
3. Total number of Units and sub-totals of each type.
4. Number of parking spaces in each off-street parking area, and the space to unit ratio.

(t) Soil types shall be shown.

(u) Perimeter of the entire parcel as well as the section requiring approval.

(v) For proposed subdivisions located in the Critical Area, the following additional information will be shown on the Preliminary Plat as applicable:
1. Computation of the total area within the critical Area District, area within each of the land management classifications (i.e., IDA, LDA, RCA), and number of
lots in the Critical Area;
2. Slopes 15% or greater;
3. Location and area extent of all soils exhibiting the following characteristics as determined by the Soil Survey, such as:
   (a) Wet soils;
   (b) Hydric soils and soils with hydric properties, and
   (c) Highly erodible soils (soils on slopes greater than 15% or on slope greater than 5 % with “K” values greater than 0.35);
4. Location of all existing or proposed site improvements (including storm drains, culverts, retaining walls, fences, and stormwater management facilities, as
well as sediment and erosion control structures);
5. Location of open space, the Buffer and other buffer areas, forested areas and landscaping (the plan shall show all areas to be maintained as landscaping to be
provided and the means by which such landscaping will be permanently maintained shall be specified);
6. Location of all Habitat Protection Areas on the site;
7. Location of tidal and non-tidal wetlands on and adjacent to the site and delineation of the watershed thereof;
8. Location of eroding shoreline reaches, the rates of erosion, areas where shore erosion measures are in place, areas to be protected by installation of proposed
erosion abatement approaches;
9. Areas to be retained in agricultural use;
10. Areas proposed for reforestation and afforestation;
11. Total area of the site that will be temporarily disturbed during development and area that will be permanently disturbed (disturbed is defined as any activity
occurring on a area which may result in the loss of or damage to existing natural vegetation); the rates of erosion, areas where shore erosion measures are in place, areas to be protected by installation of proposed
12. Proposed natural park areas, as appropriate; and
13. The location of the Critical Area District Boundary, the Mean High Water Line and the landward edge of tidal wetlands.

In addition to the information above, the Preliminary Plan shall be accompanied by the following when the subdivision or development is proposed in the Critical
Area, as required:

(a) A Planting Plan reviewed by and addressing the comments of the Bay Watershed Forester;
(b) A Habitat Protection Plan, including comments of the Maryland Forest, Park, and Wildlife Service, the Water Resources Administration, and other agencies
as appropriate;
(c) An executed Cooperators Agreement with the Cecil County Soil Conservation District, or a farm plan, as applicable;
(d) A preliminary Stormwater Management Plan;
(e) A preliminary Sediment and Erosion Control Plan;
(f) A Shore Erosion Protection Plan – complete specification for complete shore erosion work;
(g) Natural Park Management Plan, as appropriate; and
(h) An Environmental Assessment, which provides a coherent statement of how the proposed development addresses the goals and objectives of the Cecil
County Chesapeake Bay Critical Area Program. At a minimum, the Environmental Assessment shall include:
   1. A statement of existing conditions, e.g. amount and type of forest cover, amount and type of wetlands, discussion of existing agricultural activities on
   the site, soil types, topography, etc.;
   2. A discussion of the proposed development project, including number and type of residential units, amount of impervious surface, proposed sewer
treatment and water supply, acreage devoted to development, proposed open space and habitat protection areas;
   3. A discussion of the proposed development’s impacts on water quality and Habitat Protection Areas; and
   4. Documentation of all correspondence and findings.
Comments received from the following departments:
MDE comments:
Ravens Glen, Lots 1-8, Concept Plat, Old Elk Neck Road - Neither a Water Appropriation and Use Permit nor a Notice of Exemption are required.

CCPS comments:
1. Bus Service will be provided at the County maintained Old Elk Neck Road at Winning Drive only.
2. Schools in this attendance area are Elk Neck Elementary, North East Middle, and North East High Schools.
3. Please refer to the Capacity Sheet to note the enrollment at North East Middle and North East High over capacity.

Delmarva Power & Light Company comments:
Delmarva has existing underground facilities along Old Elk Neck Road on the same side as Lots 1 to 4.

The January TAC meeting ended at 9:20 a.m.

Respectfully submitted,

Jennifer Bakeoven
Administrative Assistant
Department of Land Use & Development Services
Division of Planning & Zoning
CECIL COUNTY TECHNICAL ADVISORY COMMITTEE
Wednesday, February 6, 2019
9:00 a.m.
County Administration Building
200 Chesapeake Blvd., Elk Room, Elkton, Maryland

Present: Tony Di Giacomo (LUDS/P&Z); Mari Markkula, (CCSCD); Lloyd Harmon, (DEH); Kordell Wilen, (LUDS/DPR) and Jennifer Bakeoven (LUDS/P&Z).

Absent: Rob Peoples, (MDE); Philip Cwiek, (USCoE); Jun Ouano, (Delmarva Power); Tim Sullivan, (SHA); Charles Simpers, (CCPS); Adam Gould, (Artesian Water); Stephen Lord, (Verizon Wireless); Citizen’s Representative and Fire Chief Representative.

1. Ridgely Forest, Courtesy Review for the Town of North East, Concept MPC Plan, 549 Units, Old Philadelphia Road (MD Route 7), Morris & Ritchie Associates, Inc., Fifth Election District.

Amy DiPietro, Morris & Ritchie Associates, Inc., Chris Mink, CNA and Betsy Vennell, both representing the Town of North East, appeared and presented an overview of the project.

Mr. Wilen, LUDS – Development Plans Review Division, read the comments of the department:

1. The modifications to the Stormwater Management (SWM) must satisfy the current Stormwater Management Code. The Overall Concept SWM Plans have been submitted and approved with comments. DPR will issue a recommendation for approval of the Concept MPC Plan to the Town of North East.
2. Identify all SWM easements on the Preliminary & Final MPC Plans.
3. Sanitary sewer allocation has been granted for the first 262 single family dwelling units. The future sanitary allocations must be requested prior to submitting the Preliminary MPC Plans for those parcels to the Town of North East.
4. The Sanitary Sewer Plan, and a Mass and Final Grading Plan must be submitted and approved prior to DPR recommending approval of the Final MPC Plans to the Town of North East.
5. The sanitary sewer must be designed in accordance with the current ‘Standard Specifications and Details for Water Mains and Sewer Mains’.
6. Any proposed sewer lines run that will be dedicated to Cecil County must be located within a utility easement. The easement width must be 20’ minimum however depending on the depth of the sewer line the easement may need to be wider.

Mr. Harmon read the comments from the Health Department:
A water allocation must be obtained from the Town of North East prior to final plat approval. A sewer allocation must be obtained from the Department of Public Works prior to final plat approval. The allocations must include the clubhouse.

A permit to construct the swimming pool must be issued by Maryland Department of Health prior to site plan/building permit approval. Submit a written description of the intended uses of the clubhouse. If food is to be served at the clubhouse, food facility plans must be submitted to and approved by the Cecil County Health Department prior to site plan/building permit approval.

Final and record plats are required to have the following statements:
1. Public water and sewerage will be available to all lots offered for sale.

2. Use of public water and sewerage is in conformance with the Cecil County Master Water and Sewer Plan.
Discussion ensued regarding the requirement of contacting the Health Department in relation to food at the clubhouse.

Ms. Markkula read the comments from CSCD:
- To date, Erosion and Sediment Control Plans for the following areas have been approved.
  - Ridgely Forest – Phase I (7/15/18)
  - Ridgely Forest – Phase II (6/21/18)
  - Ridgely Forest – Phase III (6/21/18)
  - Ridgely Forest – Phase IV (6/21/18)
  - Ridgely Forest – Sections I & II (5/30/18)

All issues regarding Erosion and Sediment Control have been addressed on these plans. Please include Cecil Soil Conservation District in discussions with the Department of Land Use & Development Services as to the requirements of the Stormwater Management and Erosion and Sediment Control Plans.

- It appears that some of the phasing and / or sections do not correspond to those shown on the recently approved Erosion and Sediment Control Plans. Please review and revise as needed.

Mr. Di Giacomo read the comments from MDE:
The plat notes all water will be provided by the Town of North East community water system. As long the Town of North East has adequate capacity to serve the development, I have no comments.

Mr. Di Giacomo read the comments from CCPS:
1. Bus Service will be provided at the County maintained Old Philadelphia Road (MD Route 7) at Ridgely Forest Drive and at Bayberry Drive. Once the road is County accepted at the proposed bus stop at Goldspire Drive and Magnolia Drive, the bus stop on MD Route 7 at Ridgely Forest Drive will be discontinued. The two other proposed bus stops will be added to CCPS once the roads are County accepted.
2. Schools in this attendance area are North East Elementary, North East Middle, and North East High Schools.
3. Please refer to the Capacity Sheet to note the enrollment for schools at North East Elementary, North East Middle and North East High are over capacity.

Mr. Di Giacomo, LUDS:
This subdivision is proposed in the Town of North East. The Cecil County TAC, as a courtesy to the towns in the County, reviews site plans and subdivision proposals within the towns’ corporate limits.

Land Use & Development Services’ comments and questions relating to this Concept MPC Plan are as follows:
- Town Zoning: R-4 and MPC Overlay
- It should be confirmed that the proposed use and densities are permitted in the R-4 and MPC zones.
- What is the significance of the use of the word “plan” rather than “plat”, and is that countenanced by the Town’s Zoning Ordinance and Subdivision Regulations? Ms. Vennell stated that it is consistent with the Town’s Zoning Ordinance; it also provides for more flexibility with an MPC Plan.
• It should be confirmed that this Concept MPC Plan is consistent with the approved Concept, Preliminary and Final Plats from other Parcels and Phases.

• Site Data Note # 20 notwithstanding, it is recommended site plan level details of the clubhouse, dog park, recreation area, and tot lot be included on the Preliminary Plat(s). Alternatively, separate site plans could be approved prior to Preliminary Plat approval. Otherwise, it is recommended that the clubhouse, dog park, recreation area, and tot lot be considered as a separate Phase (or Phases).

• Previously, a swimming pool was proposed. What could, possibly be a pool is depicted on the plat, but not labeled as such. Ms. DiPietro stated that a swimming pool is still included in the plan.

• Have all the street names been approved by DES? If not, then it is recommended that no Preliminary Plat be approved until and unless all road names have been approved by the DES. Ms. Vennell stated that all road names have been approved.

• Has a Traffic Impact Study (TIS) been completed? If so, then when was it completed, and does it need to be updated? If so, then did it contemplate the same total number of proposed lots? If not, then one should be completed prior to any Preliminary Plat approval. Ms. Vennell stated that a TIS was completed at conception. An updated TIS will be required once 50% of the development is built out.

• The Town of North East and Cecil County signed an “Assigning obligations under the Forest Conservation Act” agreement. The County will work with the Town on the Forest Conservation and Landscape Plans.

• It is recommended that the Concept MPC Plan not be approved until the Conceptual SWM Plan has been approved.

• It should be confirmed that the setbacks (BRLs), lot sizes, and lot widths are consistent with the Town’s Zoning Ordinance for the R-4 and MPC zones.

• It is strongly recommended that no duplex or townhouse units be approved where the design does not provide for alternative access to the rear yards (other than through the house, itself).

• It is recommended that the Concept MPC Plan be checked to ensure that all requirements for Concept MPC Plans, as set forth in the Town’s Zoning Ordinance and Subdivision Regulations, have been satisfied.

• Permits are required from the (US Army) Corps of Engineers and MDE for all non-tidal wetland impacts or stream crossings prior to recordation.

• It is recommended that all environmental non-disturbance buffer requirements be observed.

• Will any Variances be required? Ms. Vennell stated that no variances are required.

• There are two (2) Site Data Notes # 8, and there is no Site Data Note # 13.

• It should be confirmed that the amount of common open space proposed meets the minimum requirements of the Town.
• It is recommended that common open space be labeled and referenced as such – rather than as land to be owned and maintained by the Town.

• The habitats of any rare, threatened, and endangered species on site should be avoided.

• It should be confirmed that the landscaping to be proposed is consistent with the landscaping requirements of the Town’s Zoning Ordinance and Subdivision Regulations, especially with respect to street trees and any required bufferyards.

• It is recommended that no street trees be planted within 20 feet of sewer laterals and cleanouts.

• It is recommended that the Landscape Plan be approved prior to final subdivision approval.

• It is recommended that a Landscape Agreement be executed prior to recordation.

• Sidewalks are recommended along both sides of all internal streets. Site Data Note # 19 is at odds with the layout schematic graphics in the lower left corner of the ‘plan’.

• Proposed bus stop locations are noted. Has any consideration been given to bicycle amenities? Ms. Vennell stated that there is currently no bicycle amenities being considered.

• It should be confirmed that all aspects of the proposed site design and layout are consistent with the Town’s Subdivision Regulations and Public Works street code.

• It should be confirmed that the number of parking spaces falls within the minimum and maximum established by the Town’s Zoning Ordinance and Subdivision Regulations.

• If some overflow parking spaces are in common open space rather than in public right-of-way, then it is recommended that it be verified that the Town of North East’s Zoning Ordinance or Subdivision Regulations permits such a use of common open space.

• It should be confirmed that all proposed building heights do not exceed the maximum height established in the Town’s Zoning Ordinance and Subdivision Regulations.

• It is strongly recommended that consideration be given to soliciting review and comment on the subdivision layout by the North East Volunteer Fire Company.

• It is strongly recommended that the fire hydrant/standpipe locations be shown at the Preliminary Plat stage of review and be consistent with the Town’s Zoning Ordinance and Subdivision Regulations.

• Consideration should be given to locating dry hydrants at the stormwater management ponds – if deemed advisable and feasible by the North East Volunteer Fire Co.

• Water allocation should be confirmed by the Town of North East prior to final approval.

• Sewer allocation should be confirmed by the Cecil County Department of Public Works prior to final approval.

• It is recommended that the site design be consistent with the Town’s policies regarding possible bus stops/shelters and/or bicycle racks.
• It is recommended that a lighting plan that emphasizes pedestrian safety and security be submitted – especially in the clubhouse and recreation area.

• It is recommended that all HOA documents be accepted by the state, recorded, and any escrow deposits be made prior to the recordation of any plats.

• It is recommended that the Record Plats contain a statement signed by the Health Department, approving authority, to the effect that use of the community water supply and community sewerage system is in conformance with the Master Water and Sewer Plan.

• It is recommended that the Record Plats also contain a statement, signed by the owner, to the effect that such facilities will be available to all lots/homes offered for sale.

2. Ridgely Forest, Courtesy Review for the Town of North East, Development Parcel Plat, Parcels 2, 3 and 4, Old Philadelphia Road (MD Route 7), Morris & Ritchie Associates, Inc., Fifth Election District.

Amy DiPietro, Morris & Ritchie Associates, Inc., Chris Mink, CNA and Betsy Vennell, both representing the Town of North East, appeared and presented an overview of the project.

Mr. Wilen, LUDS – Development Plans Review Division, read the comments of the department:
1. Development Plans Review has no comments on this plan.
2. Sewer Allocation must be issued for each proposed parcel.

Mr. Harmon read the comments from the Health Department:
A water allocation must be obtained from the Town of North East prior to final plat approval. A sewer allocation must be obtained from the Department of Public Works prior to final plat approval.

Final and record plats are required to have the following statements:
1. Public water and sewerage will be available to all lots offered for sale.

2. Use of public water and sewerage is in conformance with the Cecil County Master Water and Sewer Plan.

Ms. Markkula read the comments from CSCD:
• No comment.

Mr. Di Giacomo read the comments from CCPS:
Reviews are as for the above units.

Mr. Di Giacomo read the comments from MDE comments:
As long as water will be provided by the Town of North East community water system and the Town of North East has adequate capacity to serve the development, I have no comments.

Mr. Di Giacomo, LUDS:
This subdivision is proposed in the Town of North East. The Cecil County TAC, as a courtesy to the towns in the County, reviews site plans and subdivision proposals within the towns’ corporate limits.

Planning & Zoning’s comments and questions relating to this Development Parcel Plat are as follows:
• Town Zoning: R-4 and MPC Overlay

• In relation to the other plat submitted for review, it should be confirmed which needs to be approved first. That fact needs to dictate the sequence of review and approval. Discussion ensued regarding the order in which the approvals should be obtain for the two plats presented.

• It should be confirmed that any proposed uses and densities are permitted in the R-4 and MPC zones.

• It should be confirmed that this Development Parcel Plat is, in fact, consistent with the approved Concept, Preliminary and Final Plats in other Parcels and Phases.

• Subdivision Data note # 4 provides a graphic to denote lot numbers, but no lot numbers could be found on the plat.

• It is recommended that site plan level details of the clubhouse and pool area be included on the Preliminary Plat. Alternatively, a separate site plan could be approved prior to Preliminary Plat approval. Otherwise, it is recommended that the clubhouse and pool area be considered as a separate Phase.

• Is the development proposed on any of the Ridgley Forest Parcels dependent on SWM facilities physically located on a different Parcel? Ms. DiPietro said yes.

• Is the development proposed on any of the Ridgley Forest Parcels dependent on required common open space that is physically located on a different Parcel? Ms. DiPietro said yes.

• Is the development proposed on any of the Ridgley Forest Parcels dependent on forest retention/afforestation areas that are physically located on a different Parcel? Ms. DiPietro said yes.

• It should be confirmed that the referenced conveyances of these Parcels does not jeopardize the Town’s ability to 1) maintain established Ridgely Forest design standards, 2) require compliance with the Town’s Zoning Ordinance, Subdivision Regulations, and Public Works Street Code, and 3) ensure that recreational amenities included in previous approvals are implemented, as originally planned.

• Will the referenced conveyances necessitate the creation of separate and distinct Homeowners’ Associations for each Parcel? Ms. DiPietro said the intent is to annex those parcels into the current HOA.

Discussion ensued regarding sewer allocation.

The February TAC meeting ended at 9:39 a.m.

Respectfully submitted,

Jennifer Bakeoven
Administrative Assistant
Department of Land Use & Development Services
Division of Planning & Zoning
Due to a lack of agenda items, there was not a March 2019 meeting of the Technical Advisory Committee.
CECIL COUNTY, MARYLAND
Division of Planning and Zoning
200 Chesapeake Boulevard, Suite 2300, Elkton, MD 21921

CECIL COUNTY TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, April 3, 2019
9:00 a.m.
County Administration Building
200 Chesapeake Blvd., Elk Room, Elkton, MD 21921

Due to a lack of agenda items, there was not an April 2019 meeting of the Technical Advisory Committee.
CECIL COUNTY, MARYLAND
Division of Planning and Zoning
200 Chesapeake Boulevard, Suite 2300, Elkton, MD 21921

CECIL COUNTY TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, May 1, 2019
9:00 a.m.
County Administration Building
200 Chesapeake Blvd., Perryville Room, Elkton, MD 21921

Due to a lack of agenda items, there was not a May 2019 meeting of the Technical Advisory Committee.
Due to a lack of agenda items, there was not a June 2019 meeting of the Technical Advisory Committee.
Due to a lack of agenda items, there was not a July 2019 meeting of the Technical Advisory Committee.
Due to a lack of agenda items, there was not an August 2019 meeting of the Technical Advisory Committee.
CECIL COUNTY, MARYLAND
Division of Planning and Zoning
200 Chesapeake Boulevard, Suite 2300, Elkton, MD 21921

CECIL COUNTY TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, September 4, 2019
9:00 a.m.
County Administration Building
200 Chesapeake Blvd., Elk Room, Elkton, MD 21921

Due to a lack of agenda items, there was not a September 2019 meeting of the Technical Advisory Committee.

Jeff Matthai, Morris & Ritchie Associates, Inc., Chris Mink, CNA and Betsy Vennell, both representing the Town of North East, appeared and presented an overview of the project.

Mr. Arellano read the comments from the Health Department:
Submit documentation of adequate water and sewer allocation for the proposed use. Contact Maryland Department of Health (MDH), Center for Healthy Homes and Community Services at 410-767-8417 for approval of swimming pool plans and appurtenances (bathrooms, showers, chemical storage, etc.). A permit to construct must be issued by MDH prior to Health Department approval of a building permit for the swimming pool or clubhouse.

Submit a narrative of the intended uses in the clubhouse. Specifically discuss whether any food preparation area or food service is proposed.

Ms. Markkula read the comments from CSCD:
To date, erosion and sediment control plans have not been received by the Cecil Soil Conservation District for this project. All issues regarding erosion and sediment control will be addressed on the erosion and sediment control plans.

 Portions of the grading, roads, and lot lines shown on this plan differ from those shown on the approved Ridgely Forest Phase III plans. Please clarify.

Mr. Wilen, LUDS/DPR, read the comments of the department:
1. The modifications to the Stormwater Management (SWM) must satisfy the current Stormwater Management Code. The Overall SWM Plans did not include the proposed alignment for River Birch Road or additional parking. DPR would not recommend approval of the Preliminary Site Plan until the revised Preliminary Stormwater Management Plans have been approved.
2. Identify all SWM easements on the Preliminary & Final Site Plans.
3. Sanitary sewer allocation has not been granted for the proposed Club House. The sanitary allocation must be requested prior to submitting the Preliminary Site Plan to the Town of North East.
4. The Sanitary Sewer Plans, and a Mass and Final Grading Plans must be submitted and approved prior to DPR recommending approval of the Final Site Plans to the Town of North East.
5. The sanitary sewer must be designed in accordance with the current ‘Standard Specifications and Details for Water Mains and Sewer Mains’.
Mr. O’Connor read the comments from MDE:
The plat notes all water will be provided by the Town of North East community water system. As long the Town of North East has adequate capacity to serve the development, I have no comments.

Mr. O’Connor read the comments from CCPS:
1. Bus Service will be provided at the County maintained Old Philadelphia Road (MD Route 7) at Ridgely Forest Drive and at Bayberry Drive. Once the road is County accepted at the proposed bus stop at Goldspire Drive and Magnolia Drive, the bus stop on MD Route 7 at Ridgely Forest Drive will be discontinued. The two other proposed bus stops will be added to CCPS once the roads are County accepted.
2. Schools in this attendance area are North East Elementary, North East Middle, and North East High Schools.
3. Please refer to the Capacity Sheet to note the enrollment for schools at North East Elementary, North East Middle and North East High are over capacity.

Mr. O’Connor, LUDS /P&Z:
As a courtesy to the Towns in the County, the Technical Advisory Committee (TAC) from time to time reviews subdivision and site plan proposals – such as this.

The Department of Land Use and Development Services (LUDS), Division of Planning & Zoning (PZ) are as follows:

It should be confirmed that the Town’s Zoning Ordinance permits the proposed use in the R-4 zoning district with a Master Planned Community (MPC) overlay district.

It should be confirmed that this proposed Preliminary Site Plan is consistent with any previous approval(s) and/or conditional approval(s) by the Town.

As established by the County’s adoption of the 2012 Sustainable Growth and Agricultural Preservation Act’s tier map, this site is located within a Tier I area.

The project is located within a Priority Funding Area (PFA); and is outside a Priority Preservation Area (PPA).

The site is located within S-2 (future service, 0-2 years) sewer and W-2 (future service, 0-2 years) water service areas per the 2019 Master Water & Sewer Plan.

The property is not located within a Critical Area or Floodplain overlay zone or district.

While there are some environmentally sensitive areas in the Ridgely Forest community, there appears to not be any in the immediate vicinity of this proposal.

The site is located within the North East Fire Company (005) service area. LUDS is requesting this information be placed on all subdivision and site plans for the benefit of the State Department of Assessments and Taxation.

The preliminary Site Plan proposes the creation of a new road that is not consistent with Concept Master Planned Community (MPC) plan reviewed by TAC in February 2019. The applicant should verify with the Town of North East if the layout change requires any reviews to be revisited by the Town staff or Town Planning Commission.
The Town of North East and Cecil County signed and “Assigning obligation under the Forest Conservation Act” agreement.

A Preliminary Forest Conservation Plan (PFCP) has been submitted to LUDS. While it is technically complete, it cannot be approved as it is not signed or sealed by a qualified professional. PFCP.

Additionally, the periphery area shows some semi-detached dwellings in this phase which is also not consistent with the PFCP as they are in an area planned for forest retention. If the MPC is being revised then the PFCP should be revised to reflect these changes. If revised, the PFCP must be approved prior to the submittal of the FFCP.

A Final Forest Conservation Plan (FFCP) accounting for this development area must be approved prior to approval of the Final Site Plan.

The Preliminary Site Plan indicates that the uses that are proposed include a clubhouse with a pool, playground, pavilion and multi-purpose field. What is the proposed use within the pool area east of the swimming pool? Mr. Matthai stated that the area will be a splash pad for small children.

Are the features proposed on this preliminary site plan open to the Public? Mr. Matthai stated that the pool would only be used by people who live in the community.

Has the proposed road name River Birch Road been approved by the Department of Emergency Services? If so, that written verification should be submitted prior to final Site Plan submittal. Ms. Vennell explained that DES did not approve River Birch Road.

The preliminary Site Plan proposes temporary paving along the proposed River Birch Road. Are the proposed utilities (storm drains, sewer lines, water lines) going to be installed (even if not connected) at this time? If so, they should be included in the final Site Plan. Mr. Matthai stated that the utilities would not be installed at this time.

It is recommended that any Variances with file references be listed on the final Site Plan.

It is recommended that any administrative waivers that have been granted be listed on the final Site Plan.

It was reported\(^1\) that at the February TAC meeting, an updated Traffic Impact Study (TIS) would need to be completed once the project reaches 50% build out. What is the current build out of the project? Will the triggering event for the TIS be completed at the subdivision plat or building permit level? Ms. Vennell stated that a TIS will be required at the building permit level.

Parking: Parking ratios should be confirmed with the Town. In particular:

- The parking ratios only include the club house and pool area for minimum parking. Are there minimum parking requirements for the Multi-purpose field, pavilion, and playground?
- The parking ratio for the pool are is based upon the pool itself, whereas the entire pool area scales to approximately an 80’ x 100’ (8,000 sq. ft.) area. It should be clarified if the Town ordinance requires the parking ratio based upon the pool only or the entire pool area.
- It should be clarified with the Town if the Americans with Disabilities Act (ADA) parking space ratios are included or in addition to the minimum parking ratios.

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\(^1\) February 2019 TAC meeting minutes page 3
Sidewalks are recommended to be installed along the east side of Goldspire Dr. providing connectivity from 8 Goldspire Dr. through the community mailbox at the intersection of Redbud Court to where it ends on the north east corner of Goldspire and Magnolia Drive(s).

Bicycle racks are recommended to be included in the final Site Plan.

Potential pedestrian-vehicle safety conflicts should be identified. MUTCD signage or other traffic control devices and striping should be considered.

A crosswalk from the existing path along the east side of Ridgely Forest Drive across Magnolia Drive to the clubhouse is recommended.

It is recommend that bus stop amenities be considered in the final design. Especially if the clubhouse will be open to the public.

Is there a landscaping requirement (i.e. bufferyards, street trees, etc.) for the development envelope? Ms. Vennell said yes.

If landscaping is required, it is recommended that a Landscape Plan (LP) be approved prior to final Site Plan approval.

It is recommended in areas with community facilities, no street trees shall be planted within 20 feet of sewer laterals and cleanouts. A note should be added to the Recordation Plat to that effect.

This site plan proposes to place the Clubhouse on the open space parcel. It should be verified that this is permissible under the town’s ordinance.

It is recommended that an accounting of open space be included on this and all future plans. Should the open space be close to the minimum requirement, then the town may wish to consider adding a note to the plan prohibiting subdivision of this clubhouse.

If necessary, a landscape agreement with a financial surety must be executed with Cecil County, prior to recordation.

Deed restrictions for the long-term protection of the Forest Retention/Afforestation Areas (FRAs) must be recorded and noted on the plat prior to recordation. The metes and bounds description of the FRA must be shown on the record plat.

It is recommended that water allocation be granted prior to final Site Plan approval.

It is recommended that sewer allocation be granted prior to final Site Plan approval.

It is recommended that any required Public Improvement Plans (i.e. sewer plans, road plans, stormwater plans, etc.) be approved prior to final Site Plan approval.

It is recommended that any Public Works Agreements (County or Town) be recorded and any associated surety submitted prior to final Site Plan approval. It is recommended that the recordation reference for those agreements should be on the record plat.

It is recommended that any Inspection and Maintenance Agreements be recorded prior to Site Plan approval. It is recommended that the recordation reference for those agreements should be on the record plat.
The Division of Plans Review reports that the Stormwater Management must be addressed prior to Final Site Plan approval.

The Division of Plans Review reports that the Grading Plan must be addressed prior to Final Site Plan approval.

It is recommended that that final Site Plan contain a statement signed by the Health Department, approving authority, to the effect that the use of community water supply and community sewerage system is in conformance with the 2019 Master Water and Sewer Plan.

Is the ultimate ownership of the clubhouse to be the Homeowners Association (HOA)? If so, HOA documentation should be updated to include the clubhouse. Mr. Matthai stated that the HOA would have ownership of the clubhouse.

It is recommended HOA documentation be accepted by the state, recorded in the land records of Cecil County, and escrow be deposited prior to final plat approval.

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Discussion ensued regarding, parking for the clubhouse, fire protection, lighting, signing and parking as well as how to record the required notes on the site plan.

The October TAC meeting ended at 9:30 a.m.

Respectfully submitted,

Jennifer Bakeoven
Administrative Assistant
Department of Land Use & Development Services
Division of Planning & Zoning

² Source: FY2020 Education Facilities Master Plan (page 42)
³ Source: FY2020 Education Facilities Master Plan (page 42)
CECIL COUNTY, MARYLAND
Division of Planning and Zoning
200 Chesapeake Boulevard, Suite 2300, Elkton, MD 21921

CECIL COUNTY TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, November 6, 2019
9:00 a.m.
County Administration Building
200 Chesapeake Blvd., Elk Room, Elkton, MD 21921

Due to a lack of agenda items, there was not a November 2019 meeting of the Technical Advisory Committee.
CECIL COUNTY, MARYLAND
Division of Planning and Zoning
200 Chesapeake Boulevard, Suite 2300, Elkton, MD 21921

CECIL COUNTY TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, December 4, 2019
9:00 a.m.
County Administration Building
200 Chesapeake Blvd., Elk Room, Elkton, MD 21921

Due to a lack of agenda items, there was not a December 2019 meeting of the Technical Advisory Committee.