Town Council
AGENDA

Monday, April 3, 2023 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

4:30 PM Joint Work Session Regarding Easton Point Boat Ramp.

5:30 PM: Call to Order by President Cook.

Opening remarks and Pledge of Allegiance by Councilmember Engle.

Approval of Minutes.

Minutes of the March 20, 2023 meeting.

5:35 PM Joint Work Session with County Council regarding Growth Allocation.

The application is requesting 8.348 acres of growth allocation from the Town of Easton to change a portion of the Critical Area designation from Resource Conservation Area (RCA) to Intensely Developed Area (IDA). Lot 20 (Tax Map 25, Grid 22, Parcel 46) is 8.35 acres and is designated as RCA. If approved, the growth allocation will allow the property to be developed for commercial use as a part of Talbot Commerce Park.

Municipal Official Items.

Items by Mayor Willey.

Confirmation of Boards and Commissions.

Approval of Master Bodey A. Richardson's Eagle Scout Service Project for a kayak launch at Easton Point Park.

Items by the Town Manager.

Approval for bid for Traffic Signal Conversion & Upgrade.

Approval to accept bid for the Design Project for Norris Taylor Drive Extension.

Approval to accept bid for the design project for Rails-to-Trails - East Side.

Items by the Town Attorney.

Request for Public Hearing for consideration of Revisions to the Zoning Code and Subdivision Regulations.

Presentations.

Ms. Holly DeKarske, Easton Economic Executive Director to present St. Patrick's Day winners.

Mr. Jim Bent, Easton Affordable Housing Chair to discuss Home Purchase Assistance Program.

Review of Invoices.

Review of invoices totaling $1,485,068.37.

Public Participation/Comments.

Items by Members of the Council:

Adjournment.

The public can access the meeting as follows:
https://www.eastonmd.gov/129/Agendas-Minutes

If you are an Easton Cable subscriber, you can view the meeting through TV-Channel 98.

Please note: There is a possibility of all or part of the meeting may be held in Closed Session.

Town Council
MEETING MINUTES
Monday, March 20, 2023 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

5:30 PM: Call to Order by President Cook.

Mayor Robert C. Willey
Mr. Al Silverstein
Mr. Don Abbatiello
Mr. Ron Engle
Rev. Elmer Davis
President Megan Cook

Also present was the Town Manager, Mr. Don Richardson, Town Attorney Mrs. Sharon VanEmburgh, and Town Clerk Mrs. Kathy M. Ruf.

President Cook called the meeting to order at 5:30 p.m.

Opening remarks and Pledge of Allegiance by Councilmember Abbatiello.

Councilmember Abbatiello gave opening remarks and led those present in the Pledge of Allegiance.

Approval of Minutes.

Minutes of the March 6, 2023 meeting.

Upon motion by Mr. Engle seconded by Mr. Abbatiello and carried unanimously, the minutes of the March 6, 2023 meeting were approved as written with Mrs. Cook abstaining due to her absence at the March 6 meeting.

Municipal Official Items.

Items by Mayor Willey.

Approval for the 2020 Bond Projects.

Mr. Engle suggested considering an additional location for another dog park or splitting the funding and making two dog parks.
President Cook agreed that Easton needs a larger dog park.
Mr. Silverstein suggested doing one park and doing it right. He stated he wants to keep the money in the budget to get a dog park built.
Mr. Silverstein discussed $105,000 for consideration of design for an indoor sports complex. He asked that it be removed and move the money for improvements on rails-to-trail.
President Cook stated one has already been designed and this ties in to it. She stated this is the next step. She stated we have been collecting impact fees for it. President Cook stated repairs to the rails-to-trails is maintenance.
Mr. Richardson stated that what Mr. Silverstein is looking for is accomplished by this expenditure.
Mr. Richardson stated that repairs to the rails-to-trails is in the budget.
Mr. Silverstein stated he would like to see it for both sections; not for the next three to four years.
Upon motion by Mr. Abbatiello, seconded by Rev. Davis and carried unanimously, the 2020 Bond Projects as outlined were approved.

Mayor Willey stated that we still need a volunteer for the Board of Zoning Appeals. He stated he will be forwarding a candidate for the Historic District Commission.

Easton Volunteer Fire Department to give update on Day Room.

Rick Stacey, President of Easton Volunteer Fire Department was present to discuss the dayroom expansion and two pieces that are in the build stage.
Rich Williamson, discussed the bids, Josh Startt with Christine Dayton Architect was present to discuss the bids. He stated that Harper and Son came in at $139,379; Willow Construction came in at $139,810. He discussed the asbestos abatement of floor tiles which is included in the bid due to the age of the building. With the add-ons, Harper is $154,279 and Willow is $158,390. He discussed the fire rated door which is included.

Josh Startt discussed the project being ADA compliant and stated the-day-room will be for long-term growth.
Mr. Williamson recommended awarding the bid to the lower bid received from Harper & Son in the amount of $154,279.
Mr. Silverstein made a motion to accept the bid from Harper & Son in the amount of $154,279 for the fire department day room; seconded by Mr. Abbatiello and carried unanimously.
Construction will start end of April or May.
Discussion occurred regarding the two pieces of equipment in the build stage.
Jeff Meintzer, Chair of the Apparatus Committee, updated on the engine build. Currently, completion is expected around the end of May.
Mr. Meintzer stated there could be approximately $10,000 over budget for secondary items.

Items by the Town Manager.

Approval for North Easton Park Storage, Concession and Accessible Restroom Buildings. Program Open Space Grant Funding:
Mr. Richardson started by giving good news that the Board of Public Works approved Program Open Space through DNR to award a grant in the amount of $5 million to acquire Woodland Park,197 acres of land. Mr. Richardson thanked all those associated with the purchase. Mr. Richardson discussed a proposal that will be executed for a local engineering firm that is under the amount for professional services.

Upon motion by Mr. Silverstein, seconded by Mr. Engle and carried unanimously, the North Easton Park Storage and Concession buildings bid from Gordian and Vigil Contracting in the amount of $268,597.59 was approved.

Approval to award the Design/Build Pump Track project to Spohn Ranch.

Upon motion by Mr. Silverstein, seconded by Pres. Cook and carried unanimously, the council approved the award of the Design/Build Pump Track project to Spohn Ranch in the amount of $200,000

Approval to award bid for Republic Services for a 3-year term for recycling.

Upon motion by Mr. Silverstein, seconded by Mr. Engle and carried unanimously, the bid in the amount of $1,653.762 from Republic Services for a three-year term was approved.

Approval of recommendation from Park Advisory Board for field use fees for travel and out-of-town organizations.
Mr. Richardson outlined the Park Advisory Board's recommendation. He discussed organizations that will be exempt from the fees.
Mr. Silverstein asked for a policy that outlines how the exemption is determined. He asked that criteria be outlined for clarification.
Mr. Michael Weise, Park Board, stated that a written criteria has not been established. He stated it can be put in writing.
Rev. Davis suggested establishing a policy.
President Cook discussed a letter received from Dark Horse.
Mr. Weise asked if this could be tabled until the next meeting.
Mr. Abbatiello asked if any additional costs regarding Easton Woodland Park could be passed on to the council.

Items by the Town Attorney.

Mrs. VanEmburgh discussed the Charter Resolution No. 6162 related to elections. She stated the public hearing could be scheduled for April 17. President Cook set the Public Hearing for 5:40 p.m., April 17.
Mrs. VanEmburgh stated that Easton Point Park public hearing is scheduled for April 17 at 5:35 p.m.

Legislation.

Resolution No. 6162, "A RESOLUTION OF THE TOWN OF EASTON AMENDING THE CHARTER OF THE TOWN OF EASTON TO ALLOW AN ELECTION TO BE CANCELLED IF ALL OFFICES FOR ELECTION ARE UNCONTESTED."
Resolution No. 6162 was introduced for a first reading.
President Cook set a public hearing for comments for 5:40 p.m. on April 17.

Public Participation/Comments.

There were no comments from the audience.

Items by Members of the Council:

Mr. Al Silverstein stated that he has been listening to the Eastern Shore Delegation meetings. He stated he is concerned about funding for the supplemental budget. He stated that the regional hospital is needed now. He asked Easton that Easton think about committing 1 million dollars and ask the state to commit to $100 million.
Mr. Don Abbatiello thanked the EEDC for a great St. Patty's Day parade.
Mr. Abbatiello reminded everyone that the Plastic Bag Ordinance goes into effect April 2.
Mr. Ron Engle thanked EEDC for a first rate job.
Rev. Elmer Davis stated that the parade was as good as it gets and a great opportunity for the community to come together. He reminded everyone about the plastic bag ordinance effective April 2. Rev. Davis stated there are a lot of projects going on in Easton and it is very important that the work product is the best. He stated he is committed to Easton as it is the best place to live.
President Megan Cook thanked EEDC for a great parade and gave a shout out to Starch Your Engines (Easton Town office) for bringing home the Potato Race trophy.

Adjournment.

At 6:15 p.m., upon motion by Mr. Silverstein, seconded by Mr. Engle and carried unanimously, President Cook adjourned the regularly scheduled meeting.

Respectfully submitted,

_____
Kathy M. Ruf, Town Clerk

File Number: C-

Talbot County Department of Planning and Zoning
215 Bay Street, Suite 2
Easton, Maryland 21601
410-770-8030

Amendment to Official Zoning Maps Application

Office Use Only:

Application Filing Date: _____ Fee Paid: _____

Planning Commission Date: _____ H.P. Commission: _____ (If Applicable)

Applicant(s) Name: Ryan D. Showalter & Brendan S. Mullaney Email: rshowalter@mdswlaw.com

Address: 100 N. West Street, Easton, Maryland 21601

Telephone Number: (410) 820-0259 Cell Number: _____

Property Owner(s) Name: Thomas R. Cohee

Property Owner(s) Signature: _____

Address of Property: Goldsborough Neck Road, Easton, Maryland 21601

Tax Map: 25 Grid: 22 Parcel: 46 Lot: 20 Size: 8.348 ac.

Current Zoning: Agricultural (A1) / RCA Proposed Zoning: Agricultural (A1) / IDA

Proposed Use of Property: (Use Additional Sheets if Necessary): See attached narrative.

Reason Requested: See attached narrative.

I certify that all information provided on this application is true and correct. I further certify that I have read the above information and understand the process involved with Amendments to the Talbot County Official Zoning Maps.

(AGENT) 7.20.20

Applicant's Signature Date

File Number: C-_____

Talbot County Department of Planning and Zoning
215 Bay Street, Suite 2
Easton, Maryland 21601
410-770-8030

Amendment to Official Zoning Maps Checklist

All below zoning map amendments may be initiated by the County Council, Planning Commission, Planning Officer, or by a person with a committed financial, contractual or proprietary interest in the property to be affected by the proposed amendment. Applications must be accompanied by 15 copies of plats drawn to scale showing the existing and proposed zoning boundaries and other information needed to locate the parcel and as defined within the specific section of the ordinance related to the proposed amendment.

__X__ 1. **Growth Allocation § 190-176 -** The purpose of a Growth Allocation District Boundary Amendment is to create lots or parcels within the Critical Area that maximize the opportunities for clustered development that protect habitat and agricultural resources.

_____ 2. **Historic District Overlay Zone § 190-108** – The purpose of the Historic District Overlay Zone is to preserve the resources in the County which have historic value together with all structures, appurtenances and environmental settings.

_____ 3. **Buffer Management Area § 190-112** – The purpose of the Critical Area Buffer Management Areas is to allow a reduced buffer from Mean High Water for properties which demonstrate that existing patterns of residential, commercial and industrial development prevent the buffer from fulfilling its natural function.

_____ 4. **Change in Zoning § 190-174** – After review of the applicable findings, the Council may:
   (a) Grant the amendment based upon a finding that there was a substantial change in the character of the neighborhood where the property is located; or
   (b) Grant the amendment based upon the fact that there was a mistake in the existing zoning classification.

_____ 5. **Other Changes to Official Zoning District Map**
Please specify your change request:

_____

_____

_____

_____

File Number: C-

Amendment to Official Zoning Maps Findings of Fact

1. Is the proposed rezoning consistent with the purposes and intent of the Talbot County Comprehensive Plan?

   See attached narrative.

2. Is proposed rezoning compatible with existing and proposed development and land use in the surrounding area?

   See attached narrative.

3. Are there available adequate public facilities for the rezoning?

   See attached narrative.

4. How will the proposed rezoning effect present and future transportation patterns?

   See attached narrative.

5. How will the proposed rezoning effect population change within the immediate area?

   See attached narrative.

Note: All of the above must be answered in order to proceed with this application.

File Number: C-_____

Amendment to Official Zoning Maps Application shall be accompanied by:

__X__ Statement of significance

__X__ Photographic documentation

__X__ Letter of approval from property owner

__X__ Copy of deeds and/or legal description of district

__X__ Copy of tax map, sketch plan or plat map

__X__ Large Scale map showing general location of property and improvements

__X__ Adjacent property owner list

__X__ Amendment to Official Zoning Maps Checklist

__X__ Amendment to Official Zoning Findings of Fact

§ 190-174 Amendments to Official Zoning Maps

A. Procedures. Applications to amend the Official Zoning Maps shall be submitted and processed in accordance with the requirements of this article for County Council applications.

B. Factors to be considered. The Council shall consider findings of fact including, but not limited to, the following when making a decision on a proposed amendment to the Official Zoning Maps:
   1. Consistency with the purposes and intent of the Talbot County Comprehensive Plan;
   2. Compatibility with existing and proposed development and land use in the surrounding area;
   3. Availability of public facilities;
   4. The effects on present and future transportation patterns; and
   5. The effect on population change within the immediate area.

C. Standard for decision.
   1. After a review of the applicable findings, the Council may grant a zoning map amendment based upon one of the following findings:
      (a) That there was a substantial change in the character of the neighborhood where the property is located; or
      (b) That there was a mistake in the existing zoning classification.
   2. The findings given in Subsection C (1) above shall not be required to establish a floating or overlay district or to approve a comprehensive or sectional zoning map amendment.
   3. The fact that an application for a zoning map amendment complies with all the specific requirements and purposes set forth in this chapter shall not be deemed to create a presumption that the proposed amendment would be compatible with surrounding land uses and is not, in itself, sufficient to require approval.

GROWTH ALLOCATION APPLICATION

SUPPLEMENTAL NARRATIVE

Thomas R. Cohee
Lot 20 of Parcel 46
Goldsborough Road, Easton

Statement of Significance and Introduction

Thomas R. Cohee ("**Applicant**") owns Lots 16 and 20 of Talbot County Tax Map 46, which are within the Town of Easton ("**Town**") boundary. Lot 16 is currently improved by two existing commercial buildings, related storage areas, and driveways and parking areas. Applicant seeks a map amendment from the Town of Easton to convert 2.913 acres of Lot 20 (the "**Property**") from Resource Conservation Area ("**RCA**") to Intensely Developed Area ("**IDA**"). This approval would permit construction of two proposed commercial buildings and related improvements on the Property, as depicted by Sheet No. C-5 of the Site Development Plans submitted with this Application. As part of the development process proposed for the Property, Lots 20 and Lot 16 will be combined to create a revised Lot 16, which will be 14.904 acres in size. Section 28-501.8(C) of the Town of Easton Code permits a portion of the Property to be converted to IDA because the proposed IDA area is contiguous to existing IDA.

This Application has been prepared for and submitted to the Town of Easton but will also be considered by Talbot County. The Town does not have adequate Growth Allocation available and must therefore seek available Growth Allocation capacity for this Application from Talbot County.

Amendment to Official Zoning Maps Findings of Fact

1. *Is the proposed rezoning consistent with the purposes and intent of the Talbot County Comprehensive Plan and Easton Comprehensive Plan?*

   The proposed rezoning is consistent with the purposes and intent of the Talbot County Comprehensive Plan (the "**County Plan**"). The County Plan specifically defines areas in and around existing municipalities as areas more suitable for future growth and development.[1] The Land Use Vision statement explains that the County should work with towns for harmonious transitions at their boundaries, with the resulting compact land use pattern providing sufficient urban locations for anticipated growth. The County Plan also states that most new residential, institutional, commercial, business, and industrial development should be located in Designated Growth Areas and incorporated towns.[2] Approval of the IDA Growth Allocation sought by this Application would ensure that a

[1] See, e.g., Talbot County Comprehensive Plan, Map 2-K (2106).
[2] Countywide Land Use Policies, Talbot County Comprehensive Plan, p.2-3 (2016).

parcel that is part of a commercial subdivision and within the Town's boundary is utilized for development that enhances the Town and County. Approval would permit new businesses to relocated to the Property and to enhance the local economy.

The proposed rezoning is also consistent with the purposes and intent of the Town of Easton Comprehensive Plan (the "**Town Plan**"). The Town Future Land Use Map identifies the Property as an area for industrial development.[3] Approval of the IDA Growth Allocation sought would conform with the Economic Development goals of the Town by bringing additional business tenants to the Town which will expand the economic base, and encouraging the diversification of Easton's industrial base.[4] Approval would also ensure map amendment to permit industrial and commercial uses while providing the infrastructure necessary to attract desirable businesses and enable existing businesses to grow and prosper.

2. *Is the proposed rezoning compatible with existing and proposed development and land use in the surrounding area?*

The subdivision north east of Glebe Road and along Mary's Court is a commercial and industrial development that houses a number of businesses that are vital to the local economy. Most of the parcels along Mary's Court were improved in 2006-2008 and the commercial and industrial nature of the area is well defined. The Town Plan specifically calls for the Property to be improved for industrial use and approval of the IDA Growth Allocation sought would ensure that the Property is properly utilized. Industrial and commercial use of the Property is not only prudent but appropriate due to the nature of the surrounding parcels and uses. The proposed IDA Growth Allocation is compatible with existing and proposed development and land use in the surrounding area.

3. *Are there available adequate public facilities for the rezoning?*

The Property is served by the Town of Easton Sanitary District Subdistrict. Existing utilities are currently located along Mary's Court and public water and sewer will serve the Property following Growth Allocation approval and construction of the proposed improvements. Adequate public facilities for the rezoning exist.

4. *How will the proposed rezoning affect present and future transportation patterns?*

Existing ingress and egress to the Property is from Mary's Court. Following Growth Allocation approval and improvement of the property as proposed, the Property will continue to utilize the existing entrance from Mary's Court. No new entrances are contemplated by this Application. Development of the Property is likely to result in a minor increase in automobile traffic to and from the Property, from Glebe Road to Mary's Court.

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[3] Future Land Use Map, Town of Easton Comprehensive Plan, (2010).

[4] Easton Economic Development Section, Town of Easton Comprehensive Plan, p.240 (2010).

During construction the Applicant will work with the Easton Department of Public Works to ensure that no adverse impacts to traffic patterns occur. Applicant has provided the required parking on the Property to serve employees and visitors to the site. The nature of the contemplated industrial or commercial uses on the Property is one that creates low traffic volumes. No adverse impacts to existing or proposed transportation patterns will occur as a result of approval of Growth Allocation.

5. *How will the proposed rezoning affect population change in the immediate area?*

The commercial or industrial uses that would be permitted and proposed for the Property would attract professional businesses and their employees and likely create a slight population increase in Easton and Talbot County. No undue burden to public infrastructure or services is expected as a result of development of the Property or approval of the IDA Growth Allocation sought.

Davis, Moore, Shearon & Associates, LLC

July 20, 2020

Easton Dept. of Planning & Zoning
c/o Lynn Thomas, Town Planner
14 South Harrison Street
Easton, Maryland 21601

RE: GROWTH ALLOCATION REQUEST FOR PROPOSED COMMERCIAL DEVELOPMENT ON THE LANDS OF LOT 16, LLC AND MR. THOMAS COHEE, DMS & ASSOCIATES JOB #2017052

Dear Mr. Thomas:

As permitted by the Town of Easton and Talbot County Chesapeake Bay Critical Area Ordinances and on behalf of our clients, Lot 16, LLC and Thomas R. Cohee, we wish to apply for growth allocation of 2.913 acres of land located in the Town of Easton. Lots 16 & 20 of Tax Map 25 are within the commercial subdivision known generally as Talbot Commerce Park and total 14.904 acres. Portions of the lots are located within the Critical Area. All Critical Area on Lot 16 is designated as Intensely Development Areas (IDA) and the Critical Area on Lot 20 is designated as Resource Conservation Area (RCA). The request for Growth Allocation involves a portion of the RCA designated lands with the request for growth allocation of 2.913 acres to be changed to IDA to allow for expanded commercial development similar to what currently exists on the site and in Talbot Commerce Park.

In compliance with the growth allocation submittal requirements of COMAR 27.01.02.05-1, the Applicant offers the following:

A.

1. In conjunction with the petition to be filed with the Town of Easton Council and the Talbot County Commissioners by McAllister, DeTar, Showalter & Walker LLC, agent for the Property owner, and information to be contained with the petition, we are asking your department to confirm that this project meets the standards listed in Natural Resources Article 8-1808.1(c) (1), Annotated Code of Maryland.

2. In conjunction with the petition and information contained with the petition we are asking your department to provide information and documentation to the Critical Area Commission addressing environmental, planning and economic factors for their consideration and consultation with the Natural Resources Article Section 8-1808.1(c) (3), Annotated Code of Maryland.

P.O. Box 80 Centreville, MD 21617
Phone: (443) 262-9130
Email: email@dmsandassociates.com

3. As part of the plans in support of this project we have provided a conceptual site design plan (see Sheets C-1 through C-7) for the project. This plan has been submitted to the planning department with the request to schedule the project for review before the Town and County Joint Planning Commission meeting.

4. An Environmental Features Plan has been submitted with the growth allocation petition. (See Sheet C-2).

5. We have prepared an environmental assessment for the project. In conjunction with the submitted plans, the report addresses issues related to development, impervious coverage and water quality/pollutant reduction requirements. We have prepared a stormwater management report for the entire project. The report contains calculations that address the 10% pollutant reduction requirements for the requested intensely developed area designation. This report has been submitted to the Critical Areas Commission and the Queen Anne's County Department of Public Works a part of the conceptual plan review process.

6. As part of the concept plan review process we have submitted plans for review to the Department of the Environment, Department of Natural Resources and the Corps of Engineers. In conjunction with the growth allocation, petition letters and other information from these agencies is contained herein.

7. As part of our plans we have provided a plan showing the area of the requested growth allocation. (See Sheet C-3).

8. We have calculated the area requested for growth allocation. The acreage shown on the plan (see Sheet C-3) is consistent with the acreage contained in the petition.

B. The following information is provided on the conceptual site development plan in accordance with Section 27.01.02.05-1.A(3) and (4):

1. The project name and the street addresses of each parcel can be found on sheet C-1.

2. Tax map information including the map number, block and parcel numbers are provided on sheet C-1 and throughout the entire plan set within each sheet's title block.

3. The concept site development plan is drawn at a scale of 1" = 20'.

4. The plan sheets are provided with a north arrow so that the orientation of the site and the development proposed can be determined.

5. A vicinity map is included on Sheet C-1 of the plans.

6. The existing lot lines which also happen to be the parcel's boundaries are presented on sheets C-2 through C-7.

7. The project includes Lots 16 and 20 of the Talbot Commerce Park and are accessed from the cul de sac at the end of Mary's Court. The site bounded on the south & west by other commercially developed lots within the business park, on the east by Goldsborough Neck Road and on the north by the Lands of Alison Bird Freeland Gelb, et al. Both lots are owned by Lot 16, LLC.

8. The limit of disturbance is shown on sheet C-5, of the Conceptual Site Development Plan.

9. The development envelope is confined primarily confined to open areas of the site currently maintained as lawn and meadow. See Sheet C-5 for the concept for the development.

10. The Critical Boundary extends into the site from the tidal waters of Glebe Creek. The subject parcel is partially located within the Critical Areas. The land classification and zones are displayed on sheets C-2 through C-5.

11. The 100-year flood plain boundary exists beyond the limits of the areas shown on the plans. The area of proposed development is not located within 100-year flood plain boundary as determined from Flood Insurance Rate Maps.

12. The topography shown is an excerpt from a larger grid of topography acquired from the Talbot County Department of Public Works.

13. Vegetation cover information is included on Sheets C-2 thru C-5 and can be considered nothing more than residential landscaping. There are no woodlands, streams, wetlands, critical area buffers or endangered habitats on site.

14. Existing soils on site are Othello silt loam (Ot) and Mattapapex-Butlertown silt loam (MtA) and are shown on Sheet C-2. Hydric soils are also identified on Sheet C-2. There are no highly erodible soils existing on this site.

15. There are no perennial or intermittent streams on site or in the vicinity.

16. The 300-foot Critical Area buffer does not occur on or near the site.

17. There are no steep slopes, no highly erodible soils nor nontidal/tidal wetlands on-site and the 300-foot Critical Area buffer does not occur near the site. No expanded buffer is required.

18. The 300-foot buffer requirement does not apply as the site is located beyond the 300-foot buffer, yet within the 1000' Critical Area.

19. Consultation with NTW Maps and site investigations concluded the existence of no nontidal wetlands within the proposed development envelope.

20. There are no tidal wetlands located on this property.

21. Based on the review from the Department of Natural Resources and letters from various agencies there are no protected plant or wildlife habitat areas on this site.

22. Based on the review from the Department of Natural Resources and letters from various agencies there are no habitat areas related to threatened or endangered species on this site.

23. The site is not immediately adjacent to any waters inhabited by anadromous fish.

24. The existing areas of lot coverage are shown on sheet C-2 and the size of each parcel's area is listed in the Site Statistics on Sheet C-1. Proposed areas of lot coverage have been displayed on sheet C-5 and their areas tallied and compiled on sheet C-1 also.

25. Detailed construction plans dealing with the storm water, utility, septic and water plans prepared during the detailed site plan review process and will be supplied to your office during that process. Conceptual stormwater management, drainage, and utilities are graphically shown on the enclosed plan

26. No additional paths or walkways are proposed other than what is shown on sheet C-5.

27. No existing areas of mitigation occur on-site and no required mitigation areas are anticipated as no protected resources exist on-site.

28a. No agricultural areas, surface mines, natural parks, dredging activity or dredged material disposal areas exist on this property.

28b. The only easements we are aware of those to Verizon and DP&L which are shown on the plans.

COMAR Regulation 27.01.02.05-1A(5) requires an Environmental Report to accompany an application for Growth Allocation. The following information is provided on the Environmental Report required under Regulation Section 27.01.02.05-2A:

A.

1. The environmental report contains a description of the proposed development on Sheet 1.

2. To our knowledge the properties have not been subdivided since their creation as part of the Talbot Commerce Park development.

3. The project is currently a mix of commercial uses such as an existing contractor's office and storage yard and a commercial office building. The proposed buildings consist of two office buildings and a mixed office warehouse buildings area. Parking lots and a travel way link all proposed redevelopment. Growth Allocation is requested to change a portion of the site's Critical Area designation from RCA to IDA. The zoning of the site permits this type of development.

4. The gross area of the site is 14.4904 acres with a portion of the site located within the Critical Area. Growth Allocation is requested for the 2.913 acres to be changed from RCA to IDA.

5. The vegetative cover is provided on the Environmental Features Plan (sheet C-2) and as graphically depicted, there are no areas qualifying as forest or developed woodland within the development envelope. A scattering of trees and mowed lawn/meadow areas dominate the proposed development envelope.

6. The stormwater management systems are shown on the conceptual stormwater management plan. Detailed plans and reports will provided under separate cover to the Town of Easton Dept. of Public Works and Talbot County Soil Conservation Service during the formal site plan review process once growth allocation approval has been obtained.

7. The 10% pollutant worksheets are contained in the Stormwater Management Report. This report with Conceptual Stormwater Management Plan drawings has been submitted directly to the Critical Areas Commission and the Town of Easton Department of Public Works as part of the concept plan review process.

8. Soil erosion and sediment control measures will be defined on construction drawings during the site plan review process.

9. The requested land use designation is from limited development area (RCA) to intensely developed area (IDA). Proposed and existing lot coverage areas have been calculated and can be found on sheet C-1.

10. No forest exists, no clearing of forest is requested, and therefore, no mitigation is required.

11. No area of afforestation is required.

12. The zoning of the site is designated on the plan and in the report as BC-Business Commercial.

13. There are no streams or Critical Area Buffers within the development envelope and no Buffer Management Plans area required.

14. There are no habitat protection areas within the proposed development envelope therefore no habitat protection plan is warranted.

B. Section 27.01.02.05-2A(13) does not apply as stream or critical area buffers do not exist within the site development envelope. Items (1) through (7) are not applicable to the site.

C. This project does not require a habitat protection plan. There are no forests within the proposed development envelope. Based upon correspondence from various agencies, there are no forest interior dwelling birds, no natural heritage areas, no habitat for colonial water birds, no submerged aquatic vegetation, no adjacent streams or other bodies of water providing aquatic species nor any tidal or nontidal wetlands.

We ask that you please review this letter in conjunction with the petition, plans, environmental report and other supplemental information.

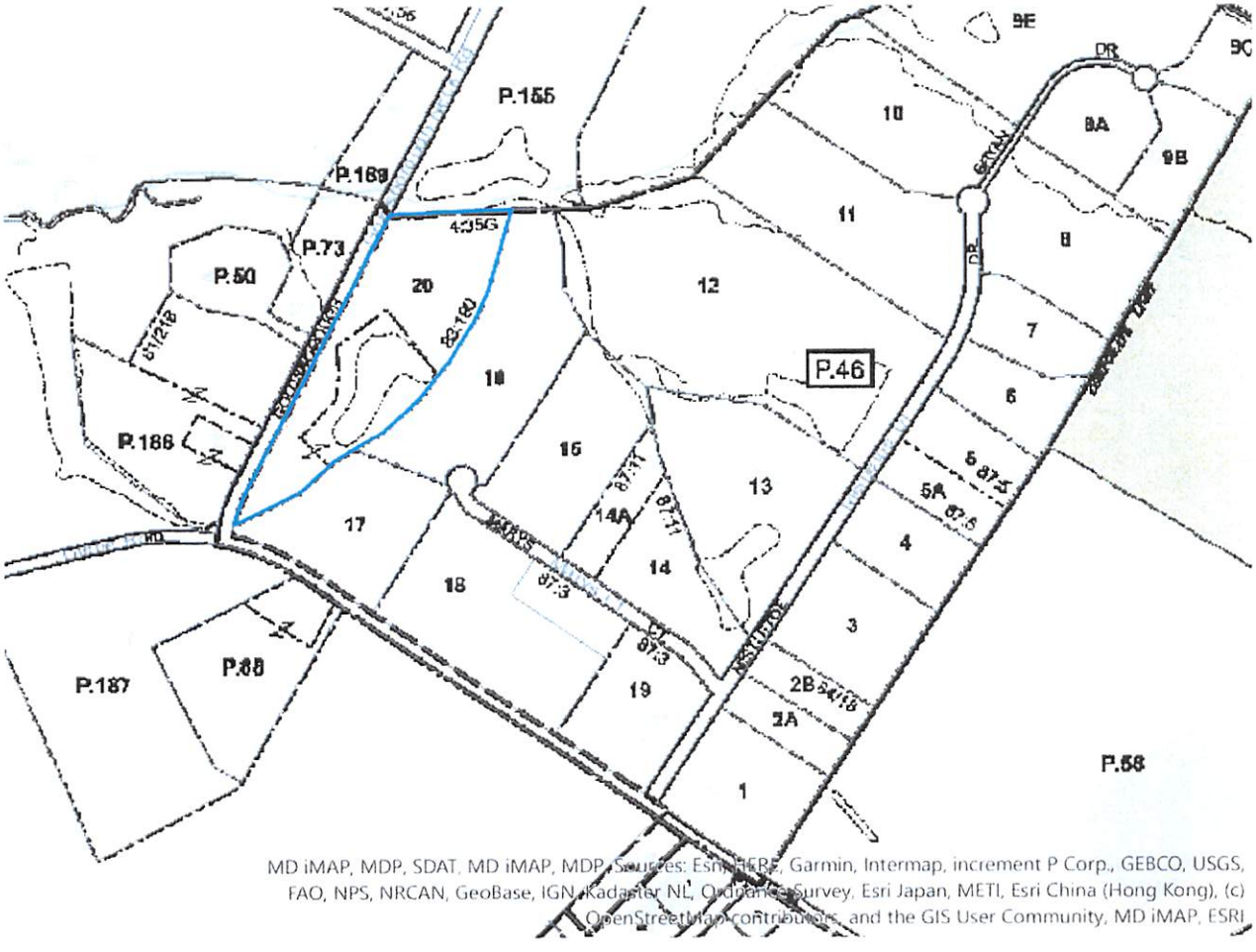
If you should have questions or need additional information please don't hesitate to call me at (443) 262-9130.

Sincerely,

DMS & Associates, LLC

Wm. Thomas Davis, Jr., P.E.

Enclosure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8
7
6
5
5A
4
3
2B
2A
1
DR
GRAN
RD
MD iMAP, MDP, SDAT, MD iMAP, MDP, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community, MD iMAP, ESRI

Villa Rd
Glebe Rd
Holly Rd
Bryan Dr
Mistletoe Ct
Mistletoe Dr
Goldsboro
MD iMAP, MDP, SDAT, Esri, HERE, Garmin, (c) OpenStreetMap contributors, MD iMAP, MDP, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community, MD iMAP, DNR, MDP, CBCAC, Anne Arundel County, Baltimore City, Baltimore County, Caroline County, Calvert County, Cecil County, Charles County, Dorchester County, HarfordCounty, Kent County, Prince George's County, Queen Anne's County, St. Mary's County, Somerset County, Talbot County, Wicomico County, Worcester County, MD iMAP, DoIT

CRITICAL AREA
ENVIRONMENTAL IMPACT ASSESSMENT

Talbot Commerce Park
In the Town of Easton
Thomas R. Cohee
28580 Marys Court
Easton, Maryland 21601

TALBOT COUNTY

28580 Court
Tax Map 0025
Grid 22
Parcels: 0046 Lots 16 & 20

M. Stark McLaughlin
Environmental Planner – Forester
Fink, Whitten & Associates, LLC
113 East Dover Street -C
Easton, MD 21601
410-822-8484

March 12, 2020

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State of MD, MERLIN Environmental Map / Critical Area

State of MD, MERLIN Environmental Map / Nontidal Wetlands

NRCS Soil Survey Map with legend

Introduction

A. Statutory Requirements: The Talbot County Code and Town of Easton, Critical Area requires several factors be considered in the planning for land development or subdivision activities in the Chesapeake Bay Critical Area. The purpose of this Environmental Assessment is:

1.) ***To summarize an inventory of the Natural Resources that affect or may be impacted by this subdivision; and***

2.) ***To propose design and resource management techniques that avoid, protect, minimize, enhance, manage or otherwise mitigate impacts to these Natural Resources.***

This Assessment includes those portions of the site both within the Critical Area and non-Critical Areas lands. The parcels contain Critical Area acreage of 3.505 (IDA) Lot 16 and 8.348 acres (RCA) for a total of 11.853 acres. Out of the Critical Area remaining lands equal 3.050 acres. This assessment is designed for compliance with the protection and management of the Natural Resource and Land Use factors and issues found in the Easton and Talbot County Code.

B. Project Summary: This project represents a revision of the Critical Area Designation from RCA on Lot 20 to LDA as a growth allocation. The northern boundary of Lot 20 is located 700' +- from the tidal waters of Glebe Creek. The purpose of this project is to obtain approval for an addition to one of the existing office buildings and construction of 4 new office buildings, 2 in the BC zoning and 2 in the A1 zoning district.

C. Project Location: The project is located at 28580 Marys Court Easton, Maryland 201601 The site is designated as Tax Map 0025 Parcel 0046, Lots 16 and 20.

D. Project Site Description: The site is located at the end of Marys Court in the Talbot Commerce Park, in the Town of Easton. The site consists of 2 existing lots (16 and 20) th are to be combined into one new lot. The site is zoned -A1 (Agricultural District) and BC (Business Commercial) The A1 zone is located entirely within the Critical Area and designated as RCA (Resource Conservation). Existing Lot 20 is vacant and has the regional stormwater management pond located on site. Lot 16 is the current location of 2 existing office buildings and associated parking.

Natural Resources Inventory:

A. Soils: There are several soil types mapped on the project site. Those soils having a "K" factor greater than 0.35, indicating potential for erosion are marked with a (*) in the table below. Mapped hydric soils on the site are marked as (**). There is no evidence of "farmed wetland" indicators on the site. The soils inventory is summarized on the table below. *No highly erodible soils with slopes greater than 15% are located within the proposed lots.* ***Highly***

Erodible Soils are defined as soils with slopes greater than 15% or soils with a "K"value greater than 0.35 and slopes greater than 5%. *No slopes greater than 15% are located on soils listed or "K" values and slopes greater than 5% are located on the sites. Soils on open ground listed as highly erodible by the USDA Soils Conservation Service Talbot County are present within the remaining acres but the slopes do not exceed 5% therefore the criteria for highly erodible soils is not met for those soils.*
(*) "K" factor greater than 0.35

CsA Crosiadore silt loam, 0 to 2 percent slopes
MtcA Mattapex silt loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain
MtcB Mattapex silt loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain
WocA Woodstown loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain
WocB Woodstown loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain
**Zk Zekiah silt loam, frequently flooded 0.7 4.6%
Totals for Area of Interest 14.9 100.0%
(**) Hydric soils

B. Tidal Wetlands: No Tidal Wetlands exist on the site.

C. Non-tidal Wetlands: Non-tidal wetlands exist only near the edges of the stream course and are buffered by existing protected forest cover. No nontidal wetland impacts are resulting from the proposed development activities. (Lot 16 = 0.228 acres Lot 20 = 0.225 acres.)

D. Tributary Streams: The site has two mapped streams. An intermittent drainage area is located on the east side of the site located within the wooded area along the property line. The channel is comprised of a flat nontidal wetland and originates within the woodland drainage to the north. The second stream is a perennial flowing from the north to the channel and is well defined by several meandering and changing flats leading to the out fall into Glebe Creek. Woodland Stream Buffers comprise 1.133 acres of the site.

E. Forest: (4.25 acres) The forested portions of the site are comprised of a mix of mature hardwoods and planted loblolly pine, red bud and eastern red cedars. Mature red oaks, yellow poplar, sweet gums, red maples and holly comprise the interior of the forested areas and black locust, black cherry, black walnut, sassafras and persimmons dominate the outer edges.

F. Plant and Wildlife Habitat: A search of the DNR Heritage Data Base determined that no Threatened, Endangered or Species of State or Federal concern are known to occur near the site.

Environmental Factors Management Plans

In accordance with the Talbot County Code, Article VI, Sections §190-133 thru §190-145, the creation of the new lots avoid, protects, enhances, manages and/or otherwise mitigates impacts to environmental and land use factors as follows:

§190-133 Agricultural Uses- No agricultural lands exist on the site.

§190-134 Forest Activities- Forest and tree removal or harvest activities are currently limited to the salvage of downed trees which fall into the open acres of the site.. Tree removals are restricted in Critical Areas, individual trees may be removed with a Forest Preservation and Buffer Management Plan any removals will be mitigated for at prescribed ratios. Additional forest plantings have been established past for the requirements of the Forest Conservation Plan. No tree removals are proposed or required for this site development. The site is currently 28.5% forested.

§190-135 Stormwater- The proposed lots will be developed in accordance with the "2000 Maryland Stormwater Design Manual", Environmentally Sensitive Development Criteria (Chapter 5 – Stormwater Credits for Innovative Site Planning). Deviation from these criteria shall require approval from the Talbot County Department of Public works prior to any development activities.

§190-136 Lot Coverage- Total lot coverage Zone A-1 = 4.5% (0.372 acres) Zone BC = 18.4% (1.207 acres)

§190-137 Tributary Stream Management- Perennial tributary streams are located within the proposed lot is too remain protected by existing forest buffers.

§190-138 Habitat Protection Areas, Habitat Protection Plans-

A review of the available information regarding the presence of rare, threatened and endangered species, historic sites, and critical habitats (DNR Merlin). Indicate no official State or Federal records for listed plant or animal species within the delineated area. This site adjoins and area that may contain habitat for Forest Interior Nesting Birds (FIDS). Current design criteria do consider this habitat and the guidelines for protection. No forest clearing or disturbances are proposed.

§190-139 Shoreline Development Buffer- No shoreline exists on this site.

§190-140 Nontidal Wetlands- Nontidal wetlands are associated with the forest edge of the drainage outlets on the site. These wetlands are protected with a minimum 25' buffer. No nontidal wetlands are located within the existing development activities.

§190-141 Threatened and Endangered Species; Species in Need of Conservation- The Department of Natural Resources website identified no Threatened and Endangered Species on the Lots. The proposed development activities do not occur within the forested portions of the site.

§190-142 Plant and Wildlife Habitat Areas- Glebe Creek is mapped as historic waterfowl staging areas. There are no mapped or observed colonial water bird nesting sites on this property or adjoining the farms. There are not currently mapped or active bald eagle nests observed on or near the farm. Except for the forested Buffer fringe, there is no riparian forest and no forest areas used for breeding area by Forest Interior Dwelling Birds (FIDS). The size and composition of the forest on this site does not provide adequate habitat for FIDS. The site does adjoin though disconnected by roads larger blocks of forest lands. There are no mapped or

observed Natural Heritage Areas on the farm. Except for the non-tidal wetland protection proposals discussed previously, there is no other known plant or wildlife habitat area on the farm. There are no mapped Natural Heritage Areas.

§190-143 Anadromous Fish Propagation Waters- There are no Anadromous Fish Propagation Waters associated with the parcel. Glebe Creek is not mapped as an Anadromous Fish Propagation Water. Regardless, this project is limited to lots with ample buffering of development impacts to the waters of the State.

§190-144 Shoreline Stabilization Measures- No shoreline stabilization measures are proposed or needed.

§190-145 Erosion and Sediment Control- All development activities for individual lot improvements will require separate Erosion and Sediment Control plans approved by the Talbot County Soil Conservation District with related NPDES-NOI approvals as required. Talbot Public Works approval of Storm water Plans will be coordinated with these approvals for overall water quality. The disturbance of the site will be limited to the installation office space, parking and driveways. The final actual area of the limits of disturbance will be on the individual required Erosion and Sediment Control plans.

SUMMARY, CONCLUSIONS AND RECOMMENDATIONS

The revisions to this property, combining and revising lines of division, and changing the zoning designation will have no significant habitat protection issues. When the buffers and protective setback measures shown on the plat are adhered to, and if best management practices for sediment control and storm water management are utilized and enforced, development activities related to the future development of these lots with related driveways and potential buildings as proposed should not cause undue impact to sensitive areas.

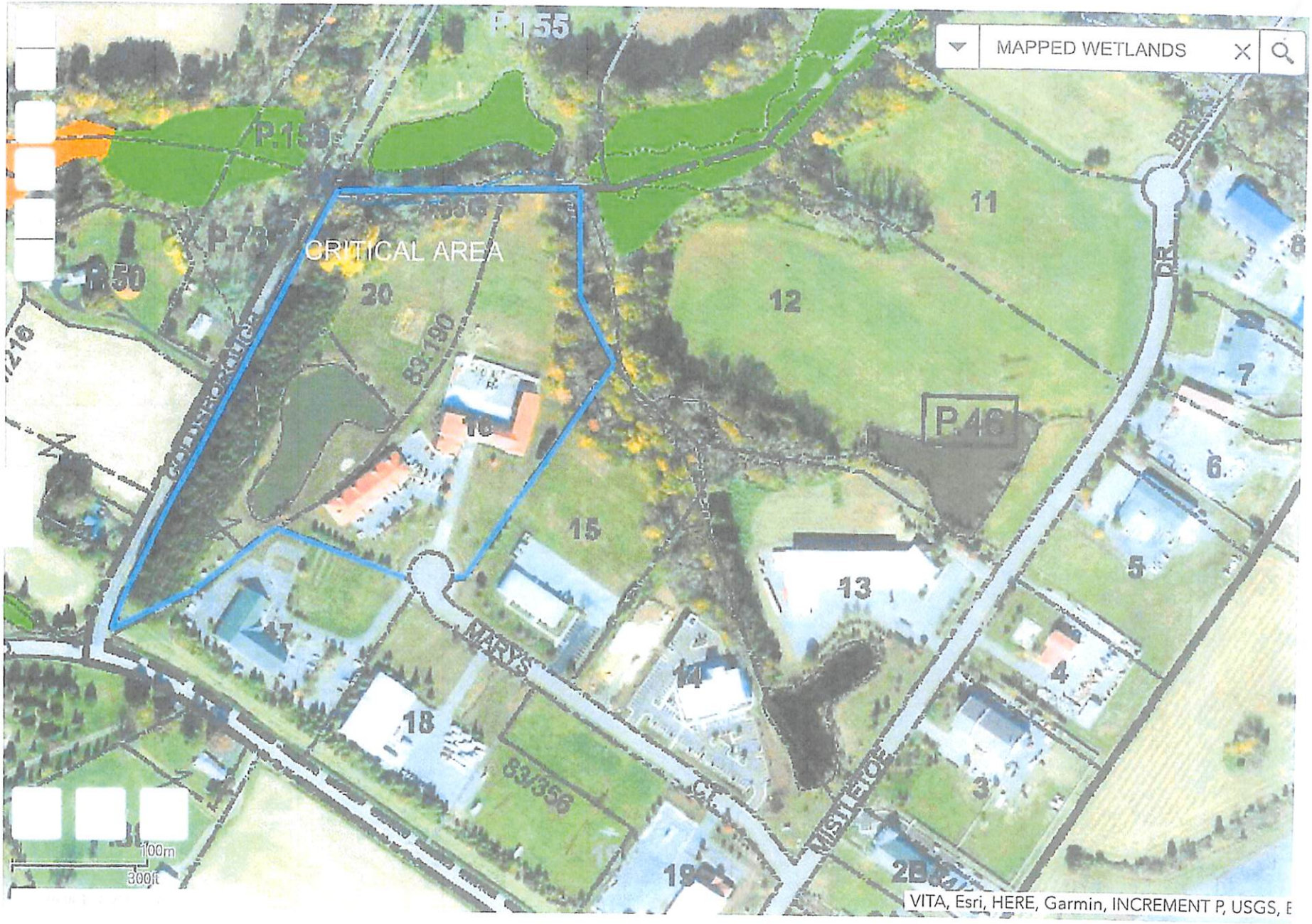
ATTACHMENTS

State of MD, MERLIN Environmental Map / Critical Area

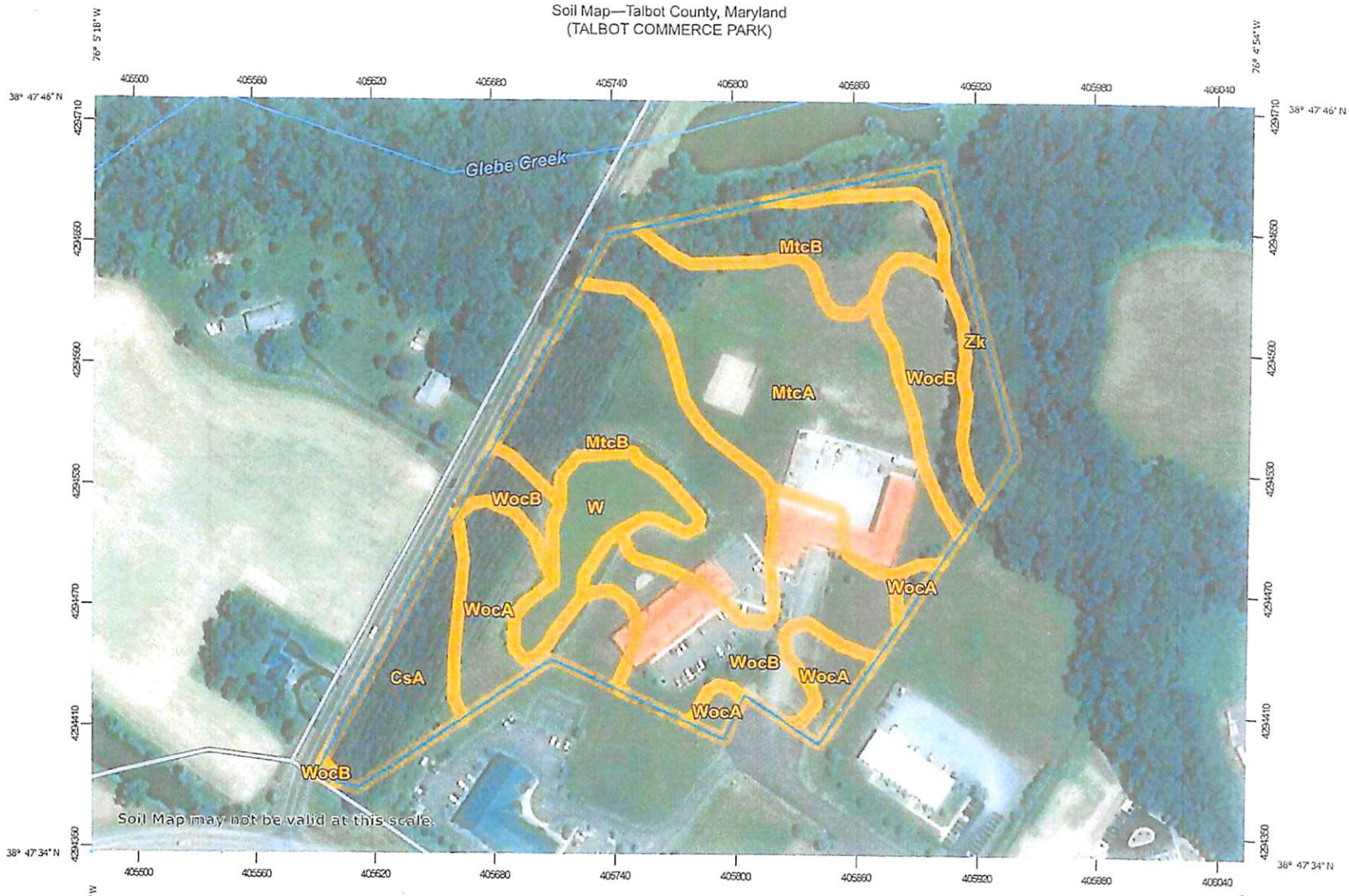
State of MD, MERLIN Environmental Map / Nontidal Wetlands

NRCS Soil Survey Map with legend

MARYLAND
DEPARTMENT OF
NATURAL RESOURCES
TALBOT COMMERCE PAI
P.155
P.159
P.73
P.50
4.35G
CRITICAL AREA
20
89/180
11
12
P.48
15
13
14
18
83/356
19
7
6
5
4
3
2B
MARYS
CT.
MISTLETOE
DR.
100m
300ft
VITA, Esri, HERE, Garmin, INCREMENT P, USGS, E


MARYLAND
DEPARTMENT OF
NATURAL RESOURCES
MAPPED WETLANDS
CRITICAL AREA
P.155
P.150
P.73
P.46
20
12
11
15
13
10
7
6
5
4
3
18
83/356
89/190
MARYS
MISTLETOE
DR
100m
300ft
VITA, Esri, HERE, Garmin, INCREMENT P, USGS, E

Soil Map—Talbot County, Maryland
(TALBOT COMMERCE PARK)



Map Scale: 1:2,640 if printed on A landscape (11" x 8.5") sheet.

N

Meters: 0 35 70 140 210

Feet: 0 100 200 400 600

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84

USDA Natural Resources Conservation Service

Web Soil Survey
National Cooperative Soil Survey

3/12/2020
Page 1 of 3

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Talbot County, Maryland
Survey Area Data: Version 16, Sep 13, 2019

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 16, 2014—Oct 20, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
CsA	Crosiadore silt loam, 0 to 2 percent slopes	1.0	7.0%
MtcA	Mattapex silt loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain	3.5	23.8%
MtcB	Mattapex silt loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain	3.7	24.9%
W	Water	0.8	5.7%
WocA	Woodstown loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain	1.7	11.6%
WocB	Woodstown loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain	3.3	22.4%
Zk	Zekiah silt loam, frequently flooded	0.7	4.6%
Totals for Area of Interest		14.9	100.0%

June 11, 2021

Ms. Elizabeth Fink
Fink, Whitten & Associates, LLC
113 E. Dover Street
Unit C
Easton, MD 21601

RE: Environmental Review for Lands of Lot 16, LLC (Lot 16) and Lands of Thomas Cohee (Lot 20), 28580 Marys Court, Easton - Talbot Commerce Park Subdivision, Talbot County, Maryland.

Dear Ms. Fink:

The Wildlife and Heritage Service has determined that the Delmarva fox squirrel, a species with In Need of Conservation status in Maryland, is known to occur on or in the immediate vicinity of the project site. Delmarva fox squirrel habitat is generally characterized as forests with relatively mature trees, either hardwoods or loblolly pine, with a relatively sparse understory. If the proposed activities do not occur within the forested areas on the property, then Delmarva fox squirrel habitat will not be impacted. However, if development in the forested areas is being planned, protection of Delmarva fox squirrel habitat should be considered within the Critical Area. The Wildlife and Heritage Service recommends the following general guidelines for conservation in these cases:

1. As much contiguous forested acreage as possible should be retained.
2. If clearing is necessary, at least 25% of the suitable forested area should remain unaltered or a minimum of 10 acres whichever is greater.
3. This unaltered Delmarva fox squirrel habitat should be retained as a contiguous forested tract, not as small disjunct parcels.
4. Required forested buffers, such as buffers along streams or nontidal wetlands, should be expanded to at least 100 feet and preferably 300 feet in width.
5. Retention of mast producing trees such as oaks, hickories and beech is encouraged.

Thank you for allowing us the opportunity to review this project. If you should have any further questions regarding this information, please contact me at (410) 260-8573.

Sincerely,

Lori A. Byrne

Lori A. Byrne,
Environmental Review Coordinator
Wildlife and Heritage Service
MD Dept. of Natural Resources

ER# 2021.0528.ta
Cc: C. Jones, CAC

MDSW MCALLISTER DETAR SHOWALTER & WALKER

Brendan S. Mullaney
bmullaney@mdswlaw.com
(410) 820-0250 (Direct)

October 17, 2022

VIA ELECTRONIC MAIL (nick.kelly@maryland.gov)
Critical Area Commission
c/o Nick Kelly, Regional Program Chief

Re: Mary's Court Site Plan
Growth Allocation (TM 25, P 46, Lots 16 & 20)

Mr. Kelly:

This letter is in response to your August 25, 2022 comments received by Thomas Cohee and Lot 16, LLC ("Applicant") on September 23, 2022. The Applicant is requesting Growth Allocation from the Town of Easton and Talbot County to reclassify 8.348 acres of Resource Conservation Area to Intensely Developed Area.

1. Prior to Critical Area Commission review and approval, the growth allocation proposal must go through the supplemental growth allocation process which includes local approval from both the Town of Easton and Talbot County.

Understood. The Growth Allocation application is currently under review by both the Town and County.

2. The project must meet the standards and address the factors found in Natural Resources Article 8-1808.1 and COMAR 27.01.02.06. This information is required to be submitted by the Town of Easton as part of the application for growth allocation to the Critical Area Commission, per COMAR 27.01.02.06-1 and COMAR 27.01.02.06-2.

Based on preliminary review of the submitted materials by Commission staff, it appears that the growth allocation request can meet the adjacency and IDA size standards (1), (2), (5), and (6) found in the Town's Zoning Ordinance (§228-401.8.E). However, additional information is required to ensure that the location standards found in (3), (4), and (7) are met.

Applicant has submitted all materials and responses required by COMAR 27.01.02.06-1 (Growth Allocation Submittal Requirements) and COMAR 27.01.02.06-2 (Environmental Report)

to the Town of Easton and Talbot County. Attached hereto is also a response narrative addressing the criteria found in §28-401.8.E.

3. Please have the applicant provide information on how the growth allocation factors outlined in §228-401.8.F are addressed.

A response narrative addressing the criteria in §28-401.8.F is attached.

4. The project has a 100-foot Buffer on the site from a perennial stream. It appears that a portion of the 100-foot Buffer is not currently established in a native vegetation. The applicant will be required to submit a Buffer Management Plan that provides full establishment of the 100-foot Buffer.

Received and acknowledged. After field delineation, it was confirmed that the entire 100-foot Buffer is currently established in native vegetation. Therefore, a Buffer Management Plan is not required and no additional Buffer establishment is proposed. The Growth Allocation plan has been updated to show the field-located top of bank and corresponding Buffer.

5. The site plan denotes the Buffer as a "100-foot nontidal wetland buffer". It appears that the Buffer has been drawn from the edge of nontidal wetlands and not from the edge of each bank of the tributary stream, as required per COMAR 27.01.09.01. Please have the applicant revise the Buffer delineation accordingly.

Applicant has revised the site plan accordingly.

6. The applicant proposes to treat stormwater for the project using environmental site design (ESD) features. However, the 10% worksheets and stormwater plans were not provided to this office as part of the application. Please have the applicant forward these plans to this office for review and comment.

Applicant has provided the necessary stormwater management narrative and calculations and demonstration regarding the 10% requirement to the Town, County, and Critical Area Commission.

7. It is our understanding from previous conversations with the applicant's attorney that a portion of Lot 16 along Goldsborough Neck Road is to be transferred to Talbot County prior to the request for growth allocation. Please have the applicant provide information verifying whether this has been completed. If this has not been executed, then additional growth allocation acreage will be required for this portion of the lot.

A portion of the property is likely to be conveyed to the County for a planned widening of Goldsborough Neck Road. That conveyance is expected to take place prior to final, unappealable

approval of the Growth Allocation sought by this Application but remains uncertain. Therefore, the entirety of the RCA on the property has already been included in the application as depicted by the Growth Allocation plan.

8. Please have the applicant provide information explaining why Forest Protection Areas A and B are required to be modified. In addition, please have the applicant provide information to this office regarding the easements for both forest protection areas and the stormwater management areas for review.

Forest Protection Areas A and B must be modified because portions of them are within the "Area to be Dedicated to Talbot County Road Department" depicted by Sheet C-4 of the Growth Allocation Plan. The area to be dedicated must be replaced on the property, so applicant is proposing the "New Forest Protection Area" (0.219 ac.) as shown on Sheet C-4. Information related to the easements for both forest protection areas and the stormwater management area has been submitted with this letter.

9. We note that in several places within the application letter and environmental report that the growth allocation request is for conversion of LDA to IDA instead of RCA to IDA. Please have the applicant correct these discrepancies.

These discrepancies have been corrected throughout.

Sincerely,

Brendan S. Mullaney

Supplemental Growth Allocation Standards
Town of Easton, Maryland
§28-401.8.E

E. Standards

(1) A new IDA shall only be located in a LDA or adjacent to an existing IDA.

The proposed IDA will be located adjacent to an existing IDA.

(2) A new LDA shall only be located adjacent to an existing LDA or an IDA.

Not applicable.

(3) A new LDA or IDA shall be located in a manner that minimizes impacts to HPA as defined herein and in COMAR 27.01.09 and in an area and manner that optimizes benefits to water quality.

The proposed IDA is located in a manner that minimizes impacts to Habitat Protection Areas (HPA) because it is a considerable distance from the Shoreline Development Buffer (closest point is approximately 425' from tidal wetlands or tidal waters). No clearing is proposed in conjunction with the development of the site to be reclassified to IDA and significant forested areas and stormwater management facilities exist on the property to ensure that water flowing from the new IDA is filtered and held on site before entering Glebe Creek, to the west. There are no rare or endangered species within the area to be reclassified to IDA and no tidal or nontidal wetlands will be impacted.

(4) A new IDA shall only be located where it minimizes impacts to the defined land uses of the RCA.

The new IDA is part of a commercial subdivision known generally as Talbot Commerce Park (the "Subdivision") which was originally subdivided for commercial and light industrial uses, as permitted by the Easton Zoning Ordinance. The subject property is separated from other RCA to the north and northwest by Goldsborough Neck Road and is buffered by existing, mature forested areas along the property boundaries to the north and northwest, where RCA will remain following approval of the Growth Allocation sought by this application. Because of its proximity to the Subdivision and existing commercial and light industrial uses, and because the new IDA is buffered by Goldsborough Neck Road and existing forested areas, the new IDA is located to minimize impacts to the defined land uses of the RCA.

(5) New IDAs shall be at least 20 acres in size unless: (a) they are contiguous to an existing IDA or located in an LDA; (b) they are grandfathered commercial or industrial use, which existed as of June 26, 1988. The amount of growth allocation deducted shall be equivalent to the

area of the entire parcel or parcels subject to the growth allocation request; or (c) they are (or will be) served by public sewer, the growth allocation is consistent with the goals and objectives of the Town's Comprehensive Plan, and the project has an overall economic benefit to the community.

The new IDA is located adjacent to an existing IDA.

(6) A new IDA or LDA in a RCA shall be located at least 300 feet beyond the landward edge of tidal wetlands or tidal waters.

The proposed IDA is located approximately 425 feet from the landward edge of tidal wetlands or tidal waters at its closest point.

(7) New IDA or LDA to be located in RCA shall conform to all criteria of the Town of Easton for such areas, shall be so designated on the Town of Easton Critical Area Maps and shall constitute an amendment to the Zoning Chapter subject to review and approval by the Town of Easton Planning and Zoning Commission, the Mayor and Council, and the Critical Area Commission as provided for by the Zoning Chapter.

The new IDA conforms to all requirements and criteria of the Town of Easton. Following approval of Growth Allocation to reclassify the area IDA, the Town of Easton Critical Area Map will be revised to reflect the new IDA. The proposal is subject to review and approval by the Town Planning Commission, the Mayor and Town Council, and the Critical Area Commission.

Supplemental Growth Allocation Standards
Town of Easton, Maryland
§28-401.8.F

F. Additional Factors – In reviewing map amendments or refinements involving the use of Growth Allocation, the Town of Easton shall consider the following factors:

(1) Consistency with the Town of Easton's adopted comprehensive plan and whether the Growth Allocation would implement the goals and objectives of the adopted plan.

The Easton Comprehensive Plan (the "Plan") emphasizes the need for business growth and retention of existing businesses. Commercial and industrial growth is to be located in areas planned for such uses. The proposed Growth Allocation would allow reasonable commercial development of a lot that was created through subdivision of a commercial and industrial park known as Talbot Commerce Park. Lot 20 is planned for industrial land uses. (Easton Comprehensive Plan, Future Land Use Map (2010)). Approval of the Growth Allocation sought would allow the property to be developed to bring new and expanded businesses to the Town of Easton and would implement the goals and objectives of the Plan.

(2) For a map amendment or refinement involving a new LDA, whether the development is:

a. To be served by a public wastewater system or septic system that uses the best available nitrogen removal technology;
b. A completion of an existing subdivision;
c. An expansion of an existing business; or
d. To be clustered.

Not applicable.

(3) For a map amendment or refinement involving a new IDA, whether the development is:

a. To be served by a public wastewater system;
b. If greater than 20 acres, to be located in a designated Priority Funding Area; and
c. To have a demonstratable economic benefit.

Public sewer will serve the proposed IDA. Lot 20 is less than twenty acres. Approval of the Growth Allocation sought to redesignate Lot 20 to IDA would have a demonstrable economic benefit to the Town and area because it would allow new businesses and development to occur within an existing commercial and industrial business park.

(4) The use of existing public infrastructure, where practical.

The area proposed for redesignation to IDA is located within the Talbot Commerce Park, where public infrastructure already exists.

(5) Consistency with State and regional environmental protection policies concerning the protection of threatened and endangered species and species in need of conservation that may be located on or off site.

The proposed IDA is located in a manner that minimizes impacts to Habitat Protection Areas (HPA) because it is a considerable distance from the Shoreline Development Buffer (closest point is approximately 425' from tidal wetlands or tidal waters). No clearing is proposed in conjunction with the development of the site to be reclassified to IDA and significant forested areas and stormwater management facilities exist on the property to ensure that water flowing from the new IDA is filtered and held on site before entering Glebe Creek, to the west. There are no rare or endangered species within the area to be reclassified to IDA and no tidal or nontidal wetlands will be impacted. The proposal is consistent with State and regional environmental protection policies for threatened and endangered species.

(6) Impacts on priority preservation areas.

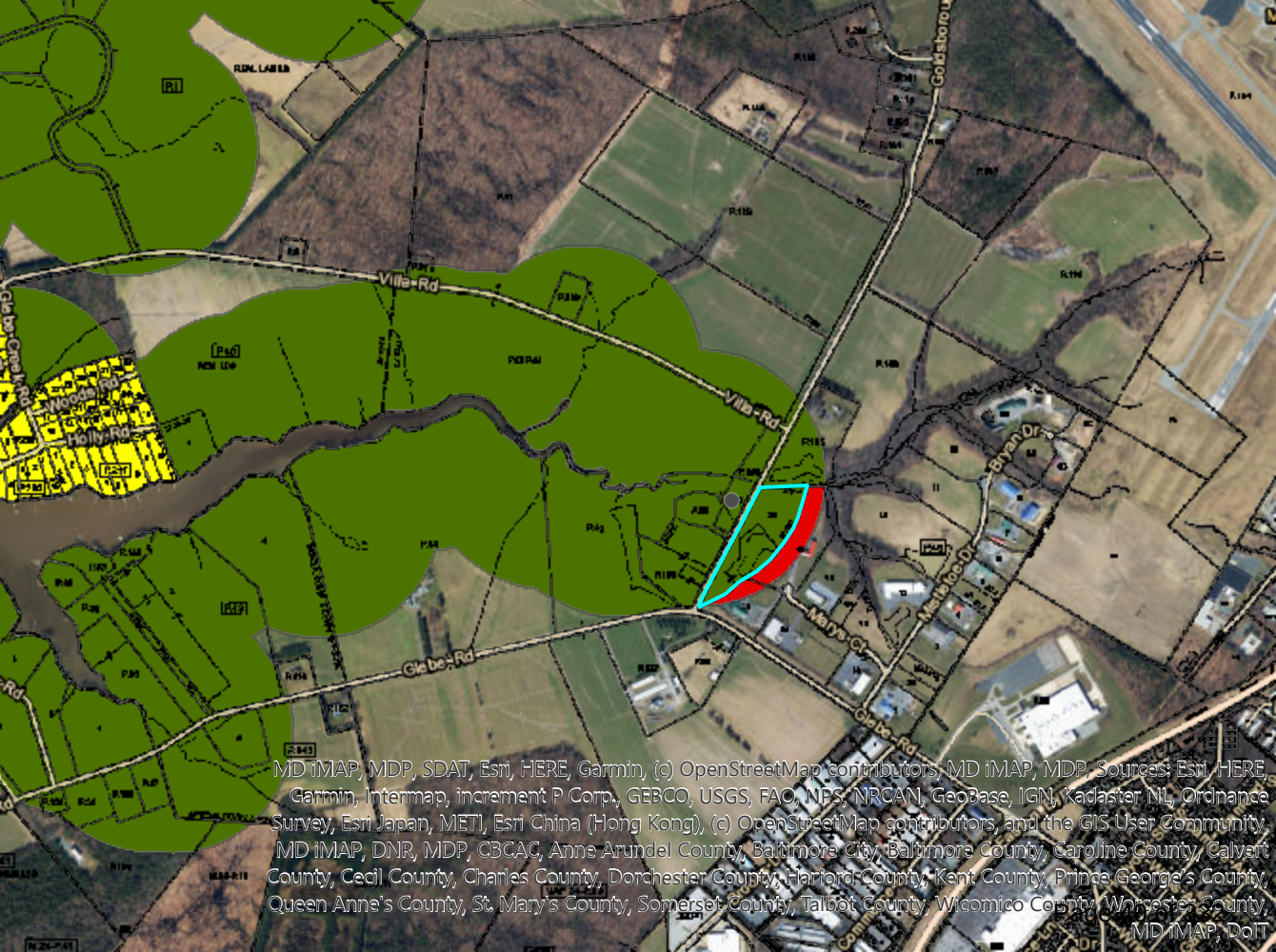
Not applicable.

(7) Environmental impacts associated with wastewater and stormwater management practices and wastewater and stormwater discharges to tidal waters, tidal wetlands, and tributary streams.

A conceptual stormwater management plan was submitted with the Growth Allocation Plan (Sheet C6) depicting the location of several micro-bioretention areas on consolidated Lots 16 and 20. The proposed lots will be developed in accordance with the 2000 Maryland Stormwater Design Manual's environmentally sensitive development criteria. A stormwater management report was submitted to the Critical Area Commission for the entire project and contains calculations that address the 10% pollution reduction requirements for the IDA. The project exceeds the required pollution reduction requirements. The proposed IDA is a considerable distance from the Shoreline Development Buffer (closest point is approximately 425' from tidal wetlands or tidal waters). No clearing is proposed in conjunction with the development of the site to be reclassified to IDA and significant forested areas and stormwater management facilities exist on the property to ensure that water flowing from the new IDA is filtered and held on site before entering Glebe Creek, to the west.

(8) Environmental impacts associated with location in a coastal hazard area or an increased risk of severe flooding attributable to the proposed development.

Lot 20 is not located within a special flood hazard area.


Villa Rd
Villa Rd
Glebe Rd
Glebe Rd
Glebe Rd
Holly Rd
Holly Rd
Bryan Dr
Melya Ct
Melba Lee Dr
Goldsboro Rd
MD iMAP, MDP, SDAT, Esri, HERE, Garmin, (c) OpenStreetMap contributors, MD iMAP, MDP, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community, MD iMAP, DNR, MDP, CBCAC, Anne Arundel County, Baltimore City, Baltimore County, Caroline County, Calvert County, Cecil County, Charles County, Dorchester County, Harford County, Kent County, Prince George's County, Queen Anne's County, St. Mary's County, Somerset County, Talbot County, Wicomico County, Worcester County, MD iMAP, DoIT

Goldsborough Neck Rd
Marys Ct
28501
28528
Globe Rd

TOWN OF EASTON
PLANNING & ZONING
PO Box 520
Easton, Maryland 21601
(410)-822-2526

Date of Hearing: April 3, 2023

TOWN OF EASTON/TALBOT COUNTY COUNCIL

JOINT PUBLIC HEARING
STAFF REPORT

SUBJECT: **Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee**

ELECTION WARD: Ward 1

STAFF CONTACT: Miguel Salinas, Director of Planning and Zoning

APPLICANT: Thomas Cohee and Lot 16, LLC

PURPOSE: The applicant is seeking a recommendation from the Planning Commission to the County Council for the granting of supplemental growth allocation for the purpose of reclassifying approximately 8.348 acres of lands located in the Critical Area, designated as Resource Conservation Area (RCA), to be reclassified as Intensely Developed Area (IDA).

RECOMMENDATIONS:

Planning Commission: The Planning Commission at their November 17, 2022 meeting voted (4-0-1) to recommend to the Town Council support of CC-22-2 subject to conditions (see below).

Staff: Staff supports Town Council approval of the request to reclassify the land management designation of Lot 20 from Resource Conservation Area to Intensely Developed Area, subject to conditions (see below).

APPLICATION INFORMATION:

APPLICANT:	**REPRESENTATIVE:**
Lot 16 LLC and Thomas R. Cohee Thomas R. Cohee	MDSW Brendan Mullaney 410.820.0250 bmullaney@mdswlaw.com

PARCELS/ACREAGE:

Parcel Information	Acreage
Tax Map 25, Grid 22, Parcel 46, Lot 16	6.556 acres
Tax Map 25, Grid 22, Parcel 46, Lot 20	8.348 acres

ACCEPTANCE DATE: August 5, 2022	**LOCATION:** 28580 Marys Court Easton, Maryland 21601
EXISTING ZONING Agricultural District (A-1) Business Commercial (BC)	**EXISTING LAND USE:** Commercial (lot 20) Industrial (Lot 16)
HISTORIC DISTRICT: Not Applicable	**FUTURE PLANNED LAND USE:** Industrial (Lot 20)

CONTEXT:
Location/Site Access – The subject properties are located off of Mistletoe Drive at the terminus of Marys Court, which is accessed further from Glebe Road. The lot subject to the supplemental growth allocation, Lot 20, is located adjacent to Goldsborough Neck Road.

Existing Conditions – Lot 16 is improved with three existing one-story commercial buildings with off-street parking. Building A consists of 12,000 square feet (sq. ft.) of Gross Floor Area (GFA). Buildings B and C are connected and consist of 4,536 and 9,600 sq. ft. GFA respectively with a fenced storage area behind the two buildings. Lot 16 is bisected by the Critical Area boundary with a land management designation of Intensely Developed Area (IDA). Adjacent to the northern and eastern lot lines are a 100-foot nontidal wetlands buffer associated with a tributary of Glebe Creek and a forest conservation area. An existing Sewage Disposal Area (SDA) is also on the lot.

Lot 20 is an unimproved lot whose major feature is a Stormwater Management Pond and easement area. Lot 20 is entirely within the Critical Area and its Land Management Designation is Resource Conservation Area (RCA). The lot is also adjacent to Glebe Creek and includes nontidal wetlands and its associated buffer, a forest protection areas and forest cover adjacent to Glebe Creek and

Goldsborough Neck Road; a 4-foot right-of-way (ROW) classified as a local road in Talbot County's 2016 Comprehensive Plan and a collector road in the Town of Easton's 2010 Comprehensive Plan.

Surrounding Properties –

	Land Use (per SDAT)	*Zoning District(s)*	*Future Land Use*
North	Residential and Agricultural	RC & LI (County)	Industrial (Priority 3 Growth Area)
South	Commercial	BC	Industrial
East	Industrial	BC	Industrial
West	Residential and Agricultural	RC (County)	Chesapeake Bay Critical Area

Figure 1: **Vicinity Map**

PROPOSAL: The application is for a supplemental growth allocation of 8.348 acres to transfer growth allocation from the County's allotment to be used for the reclassification of Lot 20's land management designation from RCA to IDA. The request by the applicant is to allow for an expansion of commercial development on Lot 20 consistent with the development in Talbot Commerce Park. Per the requirements of COMAR Sec, 27.01.02.06-1, the applicant submitted:

- Conceptual Site Plan (Plan)
- Environmental Features map (Sheet C-2 of the Plan)
- Map showing the area of the requested growth allocation (Sheet C-3 of the Plan)
- Verification that the amount of area requested for growth allocation is accurate and equal to the amount to be deducted (Sheet C-4 of the Plan)
- A Critical Area Environmental Impact Assessment
- An exhibit titled "Criteria Offered in Support of Findings of Fact"
- Maryland Department of Natural Resources (DNR) letter indicating a determination by the Wildlife and Heritage Service that the Delmarva fox squirrel is known to occur on or in the immediate vicinity of the project site
- Maryland Department of the Environment, Wetlands and Waterways Division letter that concurred with the delineation of wetland resources indicated on the Plan and that no authorization is required from the division to construct the project as proposed.

The conceptual site development plan proposes two one-story office buildings at 8,100 sq. ft. each on Lot 20 and a 16,000 sq. ft. warehouse building and a one-story 4,025 sq. ft. office building on Lot 16 along with associated parking and loading areas, travel ways, and walkways.

Staff has verified that the amount of proposed growth allocation indicated on the conceptual site development plan is accurate and equal to the amount of growth allocation to be deducted from Talbot County's existing total allotment of growth allocation.

BACKGROUND: The Critical Area includes three types of land management designations: 1) Intensely Developed Areas (IDA), 2) Limited Development Areas (LDA), and 3) Resource Conservation Areas (RCA). In brief, intense development is directed within lands classified as IDA where residential, commercial, institutional, and/or industrial, developed land uses predominate. There is no Critical Area lot coverage limitation on development in the IDA (except when required by local zoning). However, new development must demonstrate a reduction in pollutant loadings by at least ten percent (10%) from pre-development levels to help improve the quality of stormwater runoff from developed areas that enter the Chesapeake and its tributary streams.

Development in low or moderate intensity uses that also contain areas of natural plant and animal habitats, and where the quality of runoff from these areas has not been substantially altered or impaired, is directed within lands designated as LDA. Development within the RCA is designated primarily for very low density residential, agriculture, forestry, fisheries activities, and for habitat protection. A main regulatory feature for development in the LDA and RCA is that lot coverage is generally limited to fifteen percent (15%).

Growth allocation is used when the designation of land in the Critical Area is changed from a less intense to a more intense land management designation (for example RCA to LDA or IDA). The Town was granted growth allocation equal to five percent (5%) of the RCA acreage located within the Town at the time of local Critical Area law adoption in 1985. As of this date, the Town has utilized all of its growth allocation.

Talbot County was granted a growth allocation of 2,554 acres, which also equaled five percent (5%) of the RCA acreage within the County at the time of the original Critical Area Program adoption[1].

In 1985, Talbot County provided a portion of their growth allocation to the Towns of Easton, Oxford, and St. Michaels. The County provided 155 acres of growth allocation to the Town of Easton to allow properties to be reclassified from RCA to LDA or IDA. The Town also received an additional 24 acres from the County to allow properties to be reclassified from LDA to IDA. To date, the Town has used the 155 acres granted by the County for reclassification from RCA and has 16.49 acres left for reclassification from LDA to IDA.

Chapter 190 of the County's Code (County Code) allows for a property owner, through the Town, to apply for a supplemental growth allocation if the Town has used all of its allocation. Applications are reviewed on a case-by-case basis following the procedures outlined in the County Code § 190-55.I, which includes a joint hearing by the Planning Commissions of both jurisdictions. Upon recommendations from both Commissions to their respective Councils, a joint hearing is held by the two Councils who will make their respective decisions separately. § 190-55.I of the County Code also specifies the submission and review procedures and standards for evaluation by the County. The standards for evaluation by the Town of Easton are specified in § 28-401.8.E and F of the Town Code.

OUTSTANDING ISSUES:

1. Zone Map Amendment – The Conceptual Site Plan was submitted with the application. The site plan proposes development on Lot 20 of two one-story office buildings with associated parking. Sheets C-1, C-5, C-6, and C-7 assume development on Lot 20 under the A-1 zoning district, which prohibits Office land uses. Therefore, the Conceptual Site Plan does not conform to the Town's zoning regulations; development of Lot 20 under IDA with Office uses will require a procedure for a rezoning.

ANALYSIS:

I. Criteria for Approval - § 28-401.8.F of Town Code (Zoning Code) states that for the use of Growth Allocation, the Town of Easton shall consider the factors below, followed by staff's analysis.

[1] The County has since added 5.38 acres from reclassifying property from LDA to RCA, resulting in a total growth allocation totaling 2,559.38 acres.

A. Consistency with Town of Easton's adopted comprehensive plan and whether the Growth Allocation would implement the goals and objectives of the adopted plan.

Analysis – Lot 20 is within the Town of Easton's municipal limits and within its Growth Boundary (2010 Comprehensive Plan, Growth Areas Map). Lot 20 will require a rezoning to implement the features of the Plan; the lot is planned for industrial land uses (2010 Comprehensive Plan, Future Land Use Map). The lot is located within the Talbot Commerce Park, with the subdivision established in 1997 and subsequently developed with a mix of commercial and industrial uses. The business park was annexed into the Town of Easton in 2014. The Town encourages the diversification of Easton's industrial base to nurture a healthy and diverse local economy in Easton and to revise Easton's zoning map to ensure an adequate supply of land zoned for the types of businesses the Town is seeking to attract (2010 Comprehensive Plan, Economic Development Goals and Objectives, p. 240).

B. For a map amendment or refinement involving a new LDA, whether the development is: (a) to be served by a public wastewater system or septic system that uses the best available nitrogen removal technology; (b) a completion of an existing subdivision; (c) an expansion of an existing business; or (d) to be clustered.

Analysis – This factor is not applicable.

C. For a map amendment or refinement involving a new IDA, whether the development is: (a) to be served by a public wastewater system; (b) if greater than 20 acres, to be located in a designated Priority Funding Area; and (c) to have a demonstrable economic benefit.

Analysis – The applicant proposes to consolidate the two lots in order to expand commercial and light industrial uses on the existing Lots 16 and 20. The two existing sewage disposal areas on Lots 16 and 20 will be removed. Public sewer will serve the new development. Lot 20 is less than 20 acres. Talbot Commerce Park is an established business park with a mix of industrial and commercial uses with such uses located adjacent to the lot. Lot 20 was originally created as an open space parcel for the business park. Prior to annexation of Talbot Commerce Park into the Town of Easton, the County approved a revision plat for Lot 20 in 2012 to upgrade the business park's open space to create a buildable lot. Expansion of industrial and commercial uses in Talbot Commerce Park will further business and employment diversification in the Town of Easton by attracting different types of businesses.

D. The use of existing public infrastructure, where practical.

Analysis – Lot 20 is located within the existing Talbot Commerce Park where public infrastructure exists.

E. Consistency with State and regional environmental protection policies concerning the protection of threatened and endangered species and species in need of conservation that may be located on- or off-site.

Analysis – Lot 20 is greater than 300 feet from tidal wetland and tidal waters. The DNR letter, dated June 11, 2021 includes a determination by the Wildlife and Heritage Service that the Delmarva fox squirrel is known to occur on or in the immediate vicinity of the project site. The Delmarva fox squirrel is a species In Need of Conservation status in Maryland. Delmarva fox squirrels live in mature forest stands along streams and bays, and in small woodlots next to agricultural fields[2]. The letter indicates that if proposed activities do not occur within the established forested areas of Lot 20, the Delmarva fox squirrel will not be impacted. Staff notes that Sheet C-5 of the Conceptual Site Plan does not include any clearing of forested area to accommodate the two proposed office buildings[3]. The applicant's Critical Area Environmental Impact Assessment (EIA) determined there were no Threatened or Endangered species known to occur on or near the site for plant and wildlife habitat.

F. Impacts on a priority preservation area.

Analysis – This factor is not applicable.

G. Environmental impacts associated with wastewater and stormwater management practices and wastewater and stormwater discharges to tidal waters, tidal wetlands, and tributary streams.

Analysis – COMAR 27.01.02.06-1 specifies the growth allocation submittal requirements to include an environmental report that demonstrates that the project has been designed and will be constructed in compliance with all requirements of the proposed Critical Area land classification. COMAR 27.01.02.06-2 specifies the contents of the report, including the method and description of proposed stormwater management, including all qualitative and quantitative management measures; and the preliminary plan for compliance with the ten percent (10%) pollutant reduction rule, including all worksheets and all supporting documentation.

The 10% pollutant worksheets are contained in the Stormwater Management (SWM) Report along with the updated conceptual stormwater management plan as shown on Sheet C-6 of the Plan. There are several micro-bioretention areas on Lots 16 and 20. According to the report, SWM treatment must include the removal of 3.11 pounds of phosphorus per year for new development in the proposed IDA. The Plan proposes the use of micro-bioretention systems that collect surface runoff from buildings and impervious surfaces to address SWM and pollutant reduction requirements. These systems will provide storage and treatment prior to discharge to the existing SWM pond located on Lot 20. The retention areas are sized to provide the treatment volume estimated from development. According to the report, the SWM measures will provide 3.56 pounds of phosphorus reduction per year; fourteen percent (14%) above the ten percent (10%) requirement.

In a letter dated November 14, 2022, the Engineering Department approved the sketch SWM

[2] https://dnr.maryland.gov/wildlife/Pages/plants_wildlife/Delmarva_FoxSquirrel.aspx
[3] The proposed new office and light industrial buildings on Lot 16 also do not impact current forested areas on that property.

plan for the purpose of growth allocation and related to quality management and the Critical Area's ten percent (10%) requirement. The Department did state that they do not have quantity management calculations to review and approve and the overall sketch SWM approval cannot be approved.

H. Environmental impacts associated with location in a coastal hazard area or an increased risk of severe flooding attributable to the proposed development.

Analysis – Lots 16 and 20 are not located within a special flood hazard area.

II. Consistent with § 8-1808.1 of the Annotated Code of Maryland, § 28-401.8.E of the Town's Zoning Code lists the location requirements for a new IDA.

A. A new IDA shall only be located in an LDA or adjacent to an existing IDA

Analysis – The proposed new IDA on Lot 20 is contiguous to the existing IDA on Lot 16.

B. The new IDA shall be located in a manner that minimizes impacts to Habitat Protection Areas and in an area and manner that optimizes benefits to water quality.

Analysis – There are no Habitat Protection Areas where development is proposed. As previously stated, the Plan does not include any clearing of forested area to accommodate the two proposed office buildings that will potentially impact the Delmarva fox squirrel. The applicant's Critical Area Environmental Impact Assessment (EIA) determined there were no Threatened or Endangered species known to occur on or near the site for plant and wildlife habitat. In addition, Lot 16 does not include a Critical Area Buffer; non-tidal wetlands exist only near the edges of the property; there are no mapped or observed colonial waterbird nesting sites on the property; there are no currently mapped or active bald eagle nests observed; and there are no anadromous fish propagation waters associated with the parcel.

The proposed office buildings on Lot 20 are located outside of the existing forest cover which includes forest conservation areas and buffering from the perennial stream and nontidal wetlands. Staff notes that in the applicant's response letter to the Critical Area Commission's comments, dated October 17, 2022, Forest Protection Areas A & B are modified under their Plan in anticipation of the dedication of a strip of land, approximately .923 acres, adjacent to Goldsborough Neck Road to be dedicated to Talbot County for road widening. The modified Forest Protection Areas replaces the future dedicated forested areas.

In the case of water quality, SWM measures for development in an IDA require a reduction of pollutant loadings by at least ten percent (10%) of predevelopment levels. The 10% pollutant worksheets are contained in the Stormwater Management (SWM) Report along with the conceptual SMW plan drawings. According to the report, SWM treatment must include the removal of 3.11 pounds of phosphorus per year for new development in the proposed IDA. The Plan proposes the use of micro-bioretention systems that collect surface runoff from buildings and impervious surfaces to address SWM and pollutant reduction requirements.

These systems will provide storage and treatment prior to discharge to the existing SWM pond located on Lot 20. The retention areas are sized to provide the treatment volume estimated from development. According to the report, the SWM measures will provide 3.56 pounds of phosphorus reduction per year; fourteen percent (14%) above the ten percent (10%) requirement.

In a letter dated November 14, 2022, the Engineering Department approved the sketch SWM plan for the purpose of growth allocation and related to quality management and the Critical Area's ten percent (10%) requirement. The Department did state that they do not have quantity management calculations to review and approve and the overall sketch SWM approval cannot be approved.

C. A new IDAs shall only be located where they minimize their impacts to the defined land uses of the RCA.

Analysis – The new IDA is at the intersection of two collector roads and impacts are minimized through a buffered forest protection area.

D. New IDA's shall be at least 20 acres in size unless they are contiguous to an existing IDA or located in an LDA.

Analysis – The proposed new IDA on Lot 20 is less than 20 acres and is contiguous to the existing IDA on Lot 16.

E. A new IDA shall be located at least 300 feet beyond the landward edge of tidal wetlands or tidal waters.

Analysis – Lot 20 is located outside of the 300-foot requirement.

F. The new IDA shall conform to all criteria of The Town of Easton for such areas, shall be so designated on The Town of Easton Critical Area Maps and shall constitute an amendment to this Chapter subject to review and approval by The Town of Easton Planning and Zoning Commission, the Mayor and Council and the Critical Area Commission as provided herein.

Analysis – The procedure for the change in the land use management designation for Lot 20 is following the procedures as specified in COMAR, the Town Zoning Ordinance, and the County Code. The analysis of conforming to the criteria for the location of a new IDA is outlined above.

RECOMMENDED CONDITIONS:

Staff supports the following conditions should the Town Council approve the supplemental growth allocation request:

1. The applicant shall make an application to the Town of Easton for a rezoning of Lot 20 to a zoning district that permits the proposed uses. Approval of the supplemental growth allocation

request is subject to approval of the rezoning.

2. The Conceptual Site Plan submitted with the supplemental growth allocation application is conceptual in nature and was assessed by staff for conformance to § 28-401.8.E and § 28-401.8.F of the Town Code. Approval of the supplemental growth allocation shall not infer Town of Easton site plan approval. Prior to any lot consolidation or site plan approval of Lots 16 and 20, the proposed development will be evaluated by the applicable reviewing agencies for conformance to all applicable Zoning; Subdivision; Forest Conservation; Stormwater Management; Erosion and Sediment Control; and other applicable regulations. Such review may result in modifications to the conceptual site plan.

DRAFT MOTIONS:

1. I move that the Town Council approve CC-22- 2, Supplemental Growth Allocation Request for the Lot 20 and Mr. Thomas Cohee, based on the Findings for Approval and subject to conditions of approval.

OR

2. I move that the Town Council deny CC-22-2, Supplemental Growth Allocation Request for Lot 20 and Mr. Thomas Cohee, based on the following findings…...

OR

3. I move an alternate motion.

ATTACHMENTS:

1. Supplemental Growth Allocation Application
2. Revised Letter for Growth Allocation, October 6, 2022
3. Conceptual Site Plan for Lot 16 and Lot 20, December 2019
4. Critical Area Environmental Impact Assessment, Revised October 6, 2022
5. Stormwater Management Narrative
6. Town of Easton Engineering Department Comment Letter dated November 14, 2022
7. Critical Area Commission Comment Letters dated August 25, 2022; October 6, 2022; October 24, 2022
8. MDE Letter dated September 22, 2022
9. DNR Letter dated June 11, 2021
10. Criteria Offered in Support of Findings of Fact
11. Lot 16 Deed
12. Critical Area Maps
13. Aerial Map
14. PC Public Hearing Cohee Growth Allocation Staff Report
15. PC Supplemental Item Cohee Growth Allocation
16. Cohee Growth Allocation PC Outcome Letter dated January 9, 2022

STORMWATER MANAGEMENT NARRATIVE
Lot 16, LLC New Development

The subject property is located at 28580 Mary's Court in the Town of Easton, Maryland. There are two parcels of record as shown on Talbot County Tax Map 25 identified as Parcel 46, Lots 16 & 20. The property is situated at the cul de sac end of Mary's Court, is bordered by Goldsborough Neck Road to the west, private property to the north, and developed industrial lots to the south and east. The property is partially located within the Chesapeake Bay Critical Area with land use designations of Intensely Developed Area (IDA) and Resource Conservation Area (RCA). There are non-tidal wetlands, streams, and forested areas along the northern, western, and southern boundaries of the site. Per a site visit with the MDE non-tidal wetlands division, there are no non-tidal wetlands in the areas of the proposed development for the site. There are no natural resources in the area of proposed development as the existing conditions, except for existing stormwater management pond, is maintained in meadow/lawn cover.

The site has a high topographical point near the center of the proposed development area and generally drains towards the existing pond on the front part of the lot, and towards the wooded wetlands and stream towards the rear of the lot. The soils inherent to the subject property in the development area are mapped by the US Dept. of Agriculture soil survey as Mattapex silt loams (MtcA & MtcB) and Woodstown silt loam (WocB), all of which are identified as type "C" hydrologic soil group classification.

The applicant is requesting critical area growth allocation to re-designate the RCA portion of the site as Intensely Developed Area (IDA), and then will propose to develop the site with an addition to the existing office building, three new office buildings, a mixed use office/warehouse building, with associated access drives, loading zones, parking, stormwater management, etc… as shown on the plans submitted as part of the growth allocation request.

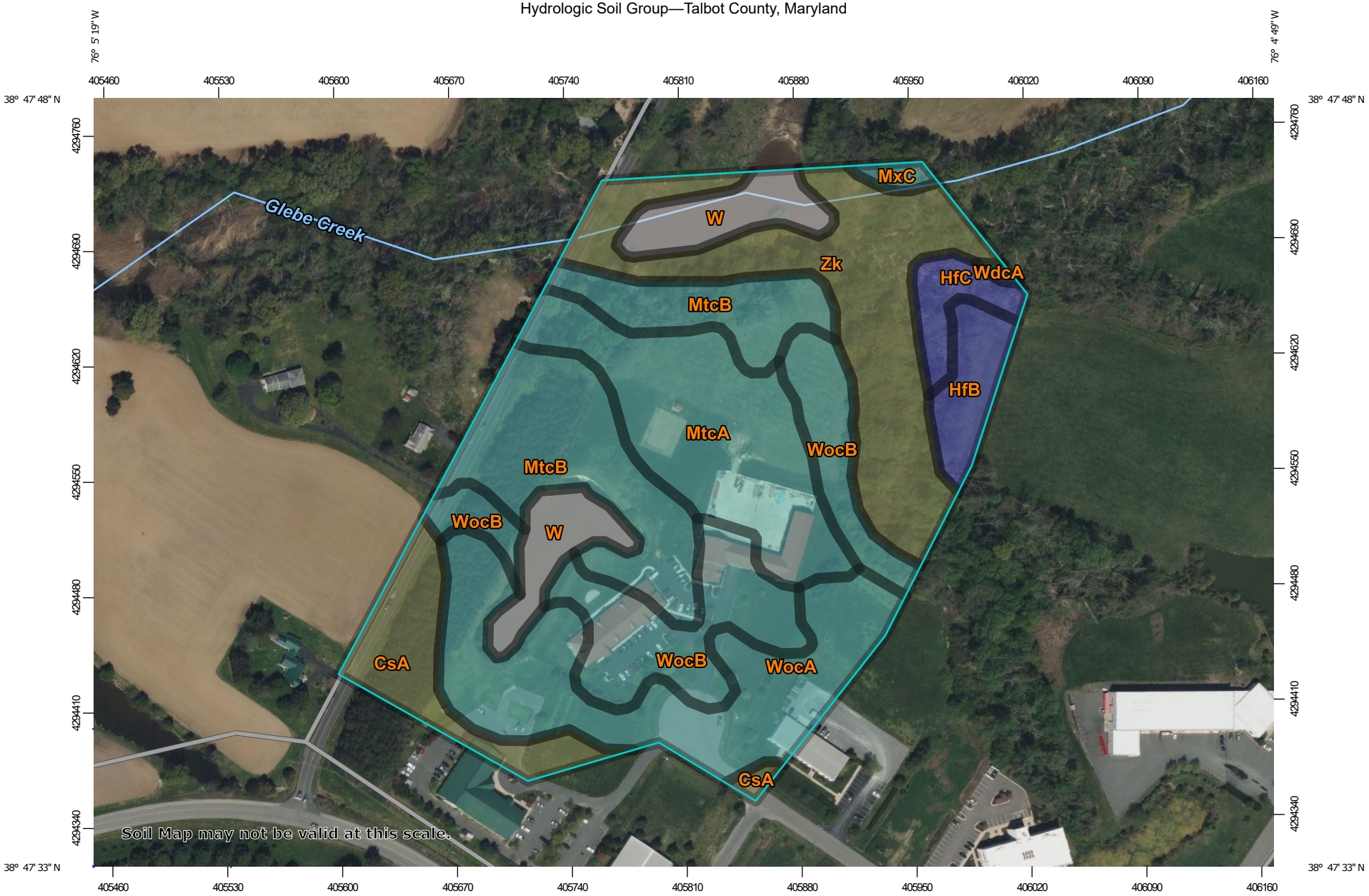
The project will propose stormwater management (SWM) measures to address requirements in accordance with the Stormwater Management Act of 2007, Town of Easton Stormwater Management Ordinance, and MDE SWM requirements. Proposed SWM treatment measures will address Environmental Site Design (ESD) to the Maximum Extent Practicable (MEP) as required by the MDE SWM design manual. It is currently estimated during this concept design phase that the site will require approximately 3.56 acres of disturbance within the critical area portions of the site and 1.50 acres of disturbance outside of the critical area to construct the project. Approximately 1.94 acres or approximately 54% imperviousness is proposed within the critical area and approximately 0.81 acres or approximately 53% imperviousness is proposed outside the critical area. The resulting ESD volume (ESDv) requirement within the critical area is 12,571 cf and outside of the critical area is 5,194 cf. This project must also address the 10% pollutant reduction requirement for the proposed IDA portion of the project in accordance with Critical Area IDA requirements since the project is requesting growth allocation. SWM treatment must include the removal of 3.11 lbs of phosphorus per year for the critical area portion of the project.

At this conceptual site development design phase, we propose the use of micro-bioretention systems to address SWM and pollutant reduction requirements. Multiple micro-bioretention system locations

have been sited around the project area that will be designed to collect surface runoff from proposed buildings and site improvements, provide storage and treatment, with ultimate discharge to the existing stormwater management pond via use of on-site closed storm drain systems. At this conceptual design phase, the designated SWM areas shown on the conceptual site development plan inside the critical aera can provide over 17,651 c.f. of ESD treatment volume. Furthermore, these measures provide 3.56 lbs of phosphorus per year reduction, which is 14% above the requirement. Treatment areas outside the critical area provide over 5,825 c.f. of ESD treatment volume. The micro-bioretention systems are conceptually designed to provide 1 ft. of temporary storage and 3 ft of media storage. It is noted that there are potential areas of the site that could meet rooftop and non-rooftop disconnection criteria but at this time we have excluded such areas from these conceptual ESD calculations. Further design detail and more associated calculations will be developed at the formal Site Plan design phase, however at this time we want to only ensure adequate treatment areas are planned for accordingly to address quality and pollutant reduction requirements.

In conclusion the conceptual stormwater management measures address ESD to the MEP as required by the Town and MDE. Furthermore the proposed stormwater management design will satisfy COMAR 27.01.02.06-2.A.6 as they will address qualitative and quantitative requirements. All quality volume requirements are met with the systems also provided storage and attenuation for quantity control. The treatment systems will then discharge to the large existing stormwater pond fur further quantity control. The proposed measures within the critical area phosphorous removal in excess of 14% of the 3.11 lbs of phosphorous per year removal requirement, thereby meeting the 10% pollutant removal requirement as required in COMAR 06-2.A.7.

The following two sets of calculations have been prepared for the 3.56 ac. disturbance project area inside the critical area and 1.50 ac. disturbance project area outside the critical area, respectively.



Map Scale: 1:3,290 if printed on A landscape (11" x 8.5") sheet.

N

Meters: 0 45 90 180 270

Feet: 0 150 300 600 900

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84

MAP LEGEND

Area of Interest (AOI)

- Area of Interest (AOI)

Soils

Soil Rating Polygons

- A
- A/D
- B
- B/D
- C
- C/D
- D
- Not rated or not available

Soil Rating Lines

- A
- A/D
- B
- B/D
- C
- C/D
- D
- Not rated or not available

Soil Rating Points

- A
- A/D
- B
- B/D
- C
- C/D
- D
- Not rated or not available

Water Features

- Streams and Canals

Transportation

- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background

- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Talbot County, Maryland
Survey Area Data: Version 18, Aug 27, 2021

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 1, 2021—Oct 1, 2021

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
CsA	Crosiadore silt loam, 0 to 2 percent slopes	C/D	1.7	6.5%
HfB	Hambrook-Sassafras complex, 2 to 5 percent slopes	B	0.8	3.3%
HfC	Hambrook-Sassafras complex, 5 to 10 percent slopes	B	0.7	2.5%
MtcA	Mattapex silt loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain	C	3.7	14.4%
MtcB	Mattapex silt loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain	C	4.3	16.7%
MxC	Mattapex-Woodstown complex, 5 to 10 percent slopes	C	0.2	0.6%
W	Water		1.8	6.8%
WdcA	Woodstown sandy loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain	C	0.0	0.1%
WocA	Woodstown loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain	C	4.4	16.9%
WocB	Woodstown loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain	C	3.7	14.3%
Zk	Zekiah silt loam, frequently flooded	C/D	4.6	17.7%
Totals for Area of Interest			**25.9**	**100.0%**

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

	VERSION	**4.0**			
Maryland ESD Calculations and 10% Phosphorus Removal					
Project Name:	**Lot 16 LLC inside Critical Area**				
Date:	**Sept. 2022**				
	data input cells				
	calculation cells				
Step 1: Complete ESD Implementation Checklist					
Check all of the Following ESD Practices That Were Implemented at Site			*Yes - No - N/A*		
Environmental Mapping Was Conducted at Site Prior to Layout			*YES*		
Natural Areas Were Conserved (e.g., forests, wetlands, steep slopes, floodplains)			*YES*		
Stream, Wetland and Shoreline Buffers Were Reserved			*YES*		
Disturbance of Permeable Soils Was Minimized			*N/A*		
Natural Flow Paths Were Maintained Across the Site			*YES*		
Building Layout Was Fingerprinted to Reduce Clearing and Grading at Site			*YES*		
Site Grading Promoted Sheetflow From Impervious Areas to Pervious Ones			*YES*		
Site Design Was Evaluated to Reduce Creation of Needless Impervious Cover			*YES*		
Site Design Was Evaluated to Maximize Disconnection of Impervious Cover			*YES*		
Site Design Was Evaluated to Identify Potential Hotspot Generating Area for Stormwater Treatment			*N/A*		
Erosion and Sediment Control Practices and Post Construction Stormwater Management Practices Were Integrated into a Comprehensive Plan			*YES*		
Tree PlantingWas Used at the Site to Convert Turf Areas into Forest			*N/A*		

Step 2: Calculate Site Imperviousness and Water Quality Volume, WQv (for redevelopment)				
Site Area, A (acres)	3.56			
Existing Impervious Surface Area (acres)	0.00			
Proposed Impervious Surface Area (acres)	1.94			
Rainfall Depth, P (in)	1.0			
Existing Imperviousness, I_{pre}	0.0%			
Proposed Imperviousness, I_{post}	54.5%			
Water Quality Calculation for Redevelopment Only				
Required Treatment Area (acres)	0.00			
Runoff Coefficient, Rv	0.95			
Water Quality Volume, WQv (cf)	**0**			

Step 3: Calculate Phosphorous Removal Requirement, RR for Critical Area Sites	
Development Category (for 10%)	**New Development**
New Development	
Average Annual Predevelopment Load, Lpre (lbs P / yr)	1.78
Redevelopment:	
Predevelopment Runoff Coefficient, Rv_{pre}	0.05
Phosphorous Mean Concentration, C (mg/L)	0.3
Average Annual Predevelopment Load, L_{pre} (lbs P / yr)	0.44
Post-Development Runoff Coefficient, Rv_{post}	0.54
Average Annual Post-Development Load, L_{post} (lbs P / yr)	4.71
Removal Requirement, RR (lbs P / yr)	**3.11**

Step 4: Calculate Environmental Site Design (ESD) Rainfall Target, P_E				
Development Category (for ESD)	**New Development**			
% Soil Type A	0%			
% Soil Type B	0%			
% Soil Type C	100%			
% Soil Type D	0%			
Pre-Developed Condition, RCN_{woods}	70			
Soil Type A ESD Rainfall Target, P_E (in)	0.00			
Soil Type B ESD Rainfall Target, P_E (in)	0.00			
Soil Type C ESD Rainfall Target, P_E (in)	1.80			
Soil Type D ESD Rainfall Target, P_E (in)	0.00			
Maximum P_E (in)	2.7			
Site ESD Rainfall Target, P_E (in)		1.80		
ESD Runoff Depth, Q_E (in)		0.97		
ESD Runoff Volume, ESDv (cf)		**12,571**		
Total Treatment Volume (cf)		**12,571**		

Step 5: Select Nonstructural Practices to Treat the ESD Rainfall Target							
Nonstructural Practices	P_E Credit Description	Contributing Drainage Area (sf)	Direct WQv or ESDv Received by Practice (cf)	WQv or ESDv from Up-Gradient Practices (cf)	P_E Credit (in)	WQV or ESDv credit (cf)	Runoff Volume Remaining (cf)
Disconnection of Rooftop Runoff (A/B Soils)	Up to 1 inch credit provided based upon disconnection flow length.	0	0	0	0.00	0	0
Disconnection of Rooftop Runoff (C/D Soils)	Up to 1 inch credit provided based upon disconnection flow length.	0	0	0	0.00	0	0
Disconnection of Non-Rooftop Runoff (A/B Soils)	Up to 1 inch credit provided based upon disconnection and contributing flow lengths.	0	0	0	0	0	0
Disconnection of Non-Rooftop Runoff (C/D Soils)	disconnection and contributing flow lengths.	0	0	0	0	0	0
Sheetflow to Conservation Areas (A/B Soils)	Up to 1 inch credit provided based upon conservation area width.	0	0	0	0	0	0
Sheetflow to Conservation Areas (C/D Soils)	Up to 1 inch credit provided based upon conservation area width.	0	0	0	0	0	0

	Critical Area Credits			
Baseline Phosphorous Removal Efficiency	Average Adjusted Removal Efficiency Rate	P Load to Practice (lbs/yr)	Load Reduction (lbs/yr)	Remaining Load (lbs/yr)
50%	0%	0.00	0.00	0.00
25%	0%	0.00	0.00	0.00
50%	0%	0.00	0.00	0.00
25%	0%	0.00	0.00	0.00
50%	0%	0.00	0.00	0.00
25%	0%	0.00	0.00	0.00

Step 6: Select Micro-Scale Practices to Treat the ESD Rainfall Target						
Micro-Scale Practices	P_E Credit Description	Contributing Drainage Area (sf)	Direct ESDv Received by Practice (cf)	WQv or ESDv from Up-Gradient Practices (cf)	WQv or ESDv credit (cf)	Runoff Volume Remaining (cf)
Green Roof (Level 1)	ESDv credit is based on roof thickness	0	0	N/A	0	0
Green Roof (Level 2)	ESDv credit is based on roof thickness	0	0	N/A	0	0
Pemeable Pavement (A Soils)	ESDv credit is based on subbase thickness	0	0	N/A	0	0
Pemeable Pavement (B Soils)	ESDv credit is based on subbase thickness	0	0	N/A	0	0
Pemeable Pavement (C Soils)	ESDv credit is based on subbase thickness	0	0	N/A	0	0
Rainwater Harvesting	ESDv credit is based on design storage volume and annual use	0	0	0	0	0
Submerged Gravel Wetlands	ESDv credit is based on design storage volume	0	0	0	0	0
Micro-Infiltration	ESDv credit is based on design storage volume	0	0	0	0	0
Rain Gardens (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Rain Gardens (C/D Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Micro-Bioretention (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	157,750	23,567	0	17,651	5,915
Landscape Infiltration	ESDv credit is based on design storage volume	0	0	0	0	0
Grass Swales (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Grass Swales (C/D Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Bio-swales (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Bio-swales (C/D Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Wet Swales	ESDv credit is based on design storage volume	0	0	0	0	0

Baseline Phosphorous Removal Efficiency	Average Adjusted Removal Efficiency Rate	P Load to Practice (lbs/yr)	Load Reduction (lbs/yr)	Remaining Load (lbs/yr)
45%	0%	0.00	0.00	0.00
60%	0%	0.00	0.00	0.00
80%	0%	0.00	0.00	0.00
80%	0%	0.00	0.00	0.00
40%	0%	0.00	0.00	0.00
45%	0%	0.00	0.00	0.00
60%	0%	0.00	0.00	0.00
65%	0%	0.00	0.00	0.00
65%	0%	0.00	0.00	0.00
25%	0%	0.00	0.00	0.00
75%	0%	0.00	0.00	0.00
50%	62%	5.89	3.56	2.33
75%	0%	0.00	0.00	0.00
40%	0%	0.00	0.00	0.00
20%	0%	0.00	0.00	0.00
75%	0%	0.00	0.00	0.00
50%	0%	0.00	0.00	0.00
40%	0%	0.00	0.00	0.00
			Total Load Reduction (lbs P / year)	3.56
			Total Load Reduction Remaining (lbs P / yr)	**0.00**

Step 7: Check for ESDv to MEP compliance and Revise Site If Necessary							
	Drainage Area Treated (sf)		157,750			**WQv or ESDv Treated (cf)**	17,651
						P_E achieved (inches)	2.53
						Entire ESDv Treated Through Environmental Site Design?	**YES**
						ESDv Remaining? (cf)	**0**
						If ESDV is not fully treated, is ESD to MEP achieved?	
						Redevelopment WQv Requirements Met Through Environmental Site Design?	**N/A**
New Development Water Quality Volume Requirements						**WQv Remaining? (cf)**	**0**
Required Treatment Area (acres)	3.56						
Runoff Coefficient, Rv	0.54						
Water Quality Volume, WQv (cf)	**6,984**					**New Development WQv Requirements Met Through Environmental Site Design?**	**YES**
						WQv Remaining? (cf)	**0**

Step 8: Determine Reduced RCN and Volume Management Requirements Based Upon P_E Achieved					
Reduced RCN for Type A Soils	N/A				
Reduced RCN for Type B Soils	N/A				
Reduced RCN for Type C Soils	N/A				
Reduced RCN for Type D Soils	N/A				
Composite Reduced RCN	**N/A**				
Q_E (in) for Reduced RCN	N/A		Q_E (in) for RCN of 55	0.12	
V (ft^3) for Reduced RCN	N/A		V (ft^3) for RCN of 55	1599	
Volume Management Required (cf)	**0**				

Step 9: Select Structural Practices to Meet Volume Management Requirements					
Structural Practices	Contributing Drainage Area (sf)	% Impervious Cover	Direct ESDv Received by Practice (cf)	ESDv from Upstream Practices (cf)	Treatment Volume (cf)
Stormwater Ponds (Level 1)	0	0%	0	0	0
Stormwater Ponds (Level 2)	0	0%	0	0	0
Stormwater Wetlands (Level 1)	0	0%	0	0	0
Stormwater Wetlands (Level 2)	0	0%	0	0	0
Stormwater Filtering Systems (Level 1)	0	0%	0	0	0
Stormwater Filtering Systems (Level 2)	0	0%	0	0	0
Stormwater Infiltration (Level 1)	0	0%	0	0	0
Stormwater Infiltration (Level 2)	0	0%	0	0	0
			Total structural CPv provided		0
			Management Requirement Met?		**YES**
			Volume Remaining (cf)		**0**

	Critical Area Credits			
Phosphorous Removal Efficiency	Adjusted Phosphorus Removal Efficiency	P Load to Practice (lbs/yr)	Load Reduction (lbs/yr)	Remaining Load (lbs/yr)
50%	0%	0.00	0.00	0.00
75%	0%	0.00	0.00	0.00
50%	0%	0.00	0.00	0.00
75%	0%	0.00	0.00	0.00
60%	0%	0.00	0.00	0.00
65%	0%	0.00	0.00	0.00
60%	0%	0.00	0.00	0.00
90%	0%	0.00	0.00	0.00
			Total Load Reduction (lbs P / year)	3.56
			Total Load Reduction Remaining (lbs P / yr)	**0.00**

	Micro-Scale Practices	P_E Credit Description	Contributing Drainage Area (sf)	% Impervious Cover	ESDv Received by Practice	ESDv from Up-Gradient Practices	Practice Specific Parameter(s)			WQv or ESDv credit (cf)	Runoff Volume Remaining (cf)	Down-Gradient Practice		Phosphorous Removal Efficiency	Adjusted Removal Efficiency Rate	P Load to Practice (lbs/yr)	Load Reduction (lbs/yr)	Remaining Load (lbs/yr)
MB-C1	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	24,150	70%	3,695	0	Surface Area (sf) 2,330	Ponding Depth (ft) 1	Media Depth (ft) 3	3,695	0			50%	66%	0.92	0.60	0.32
MB-C2	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	29,400	76%	4,855	0	Surface Area (sf) 1,917	Ponding Depth (ft) 1	Media Depth (ft) 3	2,303	2,552			50%	54%	1.21	0.65	0.56
MB-C3	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	23,800	71%	3,690	0	Surface Area (sf) 1,191	Ponding Depth (ft) 1	Media Depth (ft) 3	2,620	1,069			50%	60%	0.92	0.55	0.37
MB-C4	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	22,450	82%	3,980	0	Surface Area (sf) 1,203	Ponding Depth (ft) 1	Media Depth (ft) 3	2,647	1,334			50%	59%	0.99	0.59	0.41
MB-C5	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	18,400	74%	2,964	0	Surface Area (sf) 911	Ponding Depth (ft) 1	Media Depth (ft) 3	2,004	960			50%	59%	0.74	0.44	0.30
MB-C6	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	9,500	46%	992	0	Surface Area (sf) 911	Ponding Depth (ft) 1	Media Depth (ft) 3	992	0			50%	66%	0.25	0.16	0.09
MB-C7	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	13,050	66%	1,891	0	Surface Area (sf) 911	Ponding Depth (ft) 1	Media Depth (ft) 3	1,891	0			50%	66%	0.47	0.31	0.16
MB-C8	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	17,000	38%	1,499	0	Surface Area (sf) 2,352	Ponding Depth (ft) 1	Media Depth (ft) 3	1,499	0			50%	66%	0.37	0.25	0.13
	Total		157,750		23,567	0				17,651	5,915			50%	62%	5.89	3.56	2.33

	VERSION	**4.0**			
Maryland ESD Calculations and 10% Phosphorus Removal					
Project Name:	**Lot 16 LLC outside the Critical Area**				
Date:	**Sept. 2022**				
	data input cells				
	calculation cells				
Step 1: Complete ESD Implementation Checklist					
Check all of the Following ESD Practices That Were Implemented at Site			*Yes - No - N/A*		
Environmental Mapping Was Conducted at Site Prior to Layout			*YES*		
Natural Areas Were Conserved (e.g., forests, wetlands, steep slopes, floodplains)			*YES*		
Stream, Wetland and Shoreline Buffers Were Reserved			*YES*		
Disturbance of Permeable Soils Was Minimized			*N/A*		
Natural Flow Paths Were Maintained Across the Site			*YES*		
Building Layout Was Fingerprinted to Reduce Clearing and Grading at Site			*YES*		
Site Grading Promoted Sheetflow From Impervious Areas to Pervious Ones			*YES*		
Site Design Was Evaluated to Reduce Creation of Needless Impervious Cover			*YES*		
Site Design Was Evaluated to Maximize Disconnection of Impervious Cover			*YES*		
Site Design Was Evaluated to Identify Potential Hotspot Generating Area for Stormwater Treatment			*N/A*		
Erosion and Sediment Control Practices and Post Construction Stormwater Management Practices Were Integrated into a Comprehensive Plan			*YES*		
Tree PlantingWas Used at the Site to Convert Turf Areas into Forest			*N/A*		

Step 2: Calculate Site Imperviousness and Water Quality Volume, WQv (for redevelopment)				
Site Area, A (acres)	1.50			
Existing Impervious Surface Area (acres)	0.00			
Proposed Impervious Surface Area (acres)	0.80			
Rainfall Depth, P (in)	1.0			
Existing Imperviousness, I_{pre}	0.0%			
Proposed Imperviousness, I_{post}	53.3%			
Water Quality Calculation for Redevelopment Only				
Required Treatment Area (acres)	0.00			
Runoff Coefficient, Rv	0.95			
Water Quality Volume, WQv (cf)	**0**			

Step 4: Calculate Environmental Site Design (ESD) Rainfall Target, P_E			
Development Category (for ESD)	**New Development**		
% Soil Type A	0%		
% Soil Type B	0%		
% Soil Type C	100%		
% Soil Type D	0%		
Pre-Developed Condition, RCN_{woods}	70		
Soil Type A ESD Rainfall Target, P_E (in)	0.00		
Soil Type B ESD Rainfall Target, P_E (in)	0.00		
Soil Type C ESD Rainfall Target, P_E (in)	1.80		
Soil Type D ESD Rainfall Target, P_E (in)	0.00		
Maximum P_E (in)	2.7		

Step 5: Select Nonstructural Practices to Treat the ESD Rainfall Target							
Nonstructural Practices	P_E Credit Description	Contributing Drainage Area (sf)	Direct WQv or ESDv Received by Practice (cf)	WQv or ESDv from Up-Gradient Practices (cf)	P_E Credit (in)	WQV or ESDv credit (cf)	Runoff Volume Remaining (cf)
Disconnection of Rooftop Runoff (A/B Soils)	Up to 1 inch credit provided based upon disconnection flow length.	0	0	0	0.00	0	0
Disconnection of Rooftop Runoff (C/D Soils)	Up to 1 inch credit provided based upon disconnection flow length.	0	0	0	0.00	0	0
Disconnection of Non-Rooftop Runoff (A/B Soils)	Up to 1 inch credit provided based upon disconnection and contributing flow lengths.	0	0	0	0	0	0
Disconnection of Non-Rooftop Runoff (C/D Soils)	disconnection and contributing flow lengths.	0	0	0	0	0	0
Sheetflow to Conservation Areas (A/B Soils)	Up to 1 inch credit provided based upon conservation area width.	0	0	0	0	0	0
Sheetflow to Conservation Areas (C/D Soils)	Up to 1 inch credit provided based upon conservation area width.	0	0	0	0	0	0

Step 6: Select Micro-Scale Practices to Treat the ESD Rainfall Target						
Micro-Scale Practices	P_E Credit Description	Contributing Drainage Area (sf)	Direct ESDv Received by Practice (cf)	WQv or ESDv from Up-Gradient Practices (cf)	WQv or ESDv credit (cf)	Runoff Volume Remaining (cf)
Green Roof (Level 1)	ESDv credit is based on roof thickness	0	0	N/A	0	0
Green Roof (Level 2)	ESDv credit is based on roof thickness	0	0	N/A	0	0
Pemeable Pavement (A Soils)	ESDv credit is based on subbase thickness	0	0	N/A	0	0
Pemeable Pavement (B Soils)	ESDv credit is based on subbase thickness	0	0	N/A	0	0
Pemeable Pavement (C Soils)	ESDv credit is based on subbase thickness	0	0	N/A	0	0
Rainwater Harvesting	ESDv credit is based on design storage volume and annual use	0	0	0	0	0
Submerged Gravel Wetlands	ESDv credit is based on design storage volume	0	0	0	0	0
Micro-Infiltration	ESDv credit is based on design storage volume	0	0	0	0	0
Rain Gardens (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Rain Gardens (C/D Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Micro-Bioretention (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	49,200	7,528	0	5,825	1,702
Landscape Infiltration	ESDv credit is based on design storage volume	0	0	0	0	0
Grass Swales (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Grass Swales (C/D Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Bio-swales (A/B Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Bio-swales (C/D Soils)	ESDv credit is based on design storage volume	0	0	0	0	0
Wet Swales	ESDv credit is based on design storage volume	0	0	0	0	0

Step 7: Check for ESDv to MEP compliance and Revise Site If Necessary							
	Drainage Area Treated (sf)		49,200			**WQv or ESDv Treated (cf)**	5,825
						P_E achieved (inches)	2.02
						Entire ESDv Treated Through Environmental Site Design?	**YES**
						ESDv Remaining? (cf)	**0**
						If ESDV is not fully treated, is ESD to MEP achieved?	
						Redevelopment WQv Requirements Met Through Environmental Site Design?	**N/A**
New Development Water Quality Volume Requirements						**WQv Remaining? (cf)**	**0**
Required Treatment Area (acres)	1.50						
Runoff Coefficient, Rv	0.53						
Water Quality Volume, WQv (cf)	**2,886**					**New Development WQv Requirements Met Through Environmental Site Design?**	**YES**
						WQv Remaining? (cf)	**0**

Step 8: Determine Reduced RCN and Volume Management Requirements Based Upon P_E Achieved				
Reduced RCN for Type A Soils	N/A			
Reduced RCN for Type B Soils	N/A			
Reduced RCN for Type C Soils	N/A			
Reduced RCN for Type D Soils	N/A			
Composite Reduced RCN	**N/A**			
Q_E (in) for Reduced RCN	N/A		Q_E (in) for RCN of 55	0.12
V (ft^3) for Reduced RCN	N/A		V (ft^3) for RCN of 55	674
Volume Management Required (cf)	**0**			

Step 9: Select Structural Practices to Meet Volume Management Requirements					
Structural Practices	Contributing Drainage Area (sf)	% Impervious Cover	Direct ESDv Received by Practice (cf)	ESDv from Upstream Practices (cf)	Treatment Volume (cf)
Stormwater Ponds (Level 1)	0	0%	0	0	0
Stormwater Ponds (Level 2)	0	0%	0	0	0
Stormwater Wetlands (Level 1)	0	0%	0	0	0
Stormwater Wetlands (Level 2)	0	0%	0	0	0
Stormwater Filtering Systems (Level 1)	0	0%	0	0	0
Stormwater Filtering Systems (Level 2)	0	0%	0	0	0
Stormwater Infiltration (Level 1)	0	0%	0	0	0
Stormwater Infiltration (Level 2)	0	0%	0	0	0
			Total structural CPv provided		0
			Management Requirement Met?		**YES**
			Volume Remaining (cf)		**0**

	Micro-Scale Practices	P_E Credit Description	Contributing Drainage Area (sf)	% Imperviou s Cover	ESDv Received by Practice	ESDv from Up-Gradient Practices	Practice Specific Parameter(s)			WQv or ESDv credit (cf)	Runoff Volume Remainin g (cf)	Down-Gradient Practice
MB-1	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	13,200	73%	2,100	0	Surface Area (sf) 800	Ponding Depth (ft) 1	Media Depth (ft) 3	1,760	340	
MB-2	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	15,300	85%	2,806	0	Surface Area (sf) 1,200	Ponding Depth (ft) 1	Media Depth (ft) 3	1,443	1,363	
MB-3	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume	20,700	57%	2,622	0	Surface Area (sf) 1,500	Ponding Depth (ft) 1	Media Depth (ft) 3	2,622	0	
	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume			0	0	Surface Area (sf)	Ponding Depth (ft)	Media Depth (ft)	0	0	
	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume			0	0	Surface Area (sf)	Ponding Depth (ft)	Media Depth (ft)	0	0	
	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume			0	0	Surface Area (sf)	Ponding Depth (ft)	Media Depth (ft)	0	0	
	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume			0	0	Surface Area (sf)	Ponding Depth (ft)	Media Depth (ft)	0	0	
	Micro-Bioretention (C/D Soils)	ESDv credit is based on design storage volume			0	0	Surface Area (sf)	Ponding Depth (ft)	Media Depth (ft)	0	0	
	Total		49,200		7,528	0				5,825	1,702	

EXISTING UTILITY POLE WITH OVERHEAD UTILITY LINE TYPICAL

COLDSBOROUGH NECK ROAD — 40' RIGHT-OF-WAY

TO VILLA LANE

N 03°25'23" W 1.68'

N 27°35'01" E 250.19'

N 27°26'27" E 317.13'

N 27°46'29" E 50.03'

N 27°24'00" E 89.56'

N 28°24'42" E 360.09'

N 81°54'56" E 376.01'

RECONFIGURED FOREST PROTECTION AREA "B" AREA = 0.313 ACRES± SEE PLAT CABINET 83/190

NEW FOREST PROTECTION AREA AREA = 0.219 ACRES±

EXISTING 30' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 83/190

EXISTING 10' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 83/190

RECONFIGURED FOREST PROTECTION AREA "A" AREA = 0.718 ACRES± SEE PLAT CABINET 83/190

T.M. 25, PARCEL 155
LANDS N/F OF
ALISON BIRD FREELAND CELB, et al
2336/454
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – RESIDENTIAL

EXISTING STORMWATER MANAGEMENT POND

WOODLANDS

EXISTING PLANTER

B.R.L.

STORMWATER MANAGEMENT EASEMENT AREA SEE PLAT CABINET 83/190

EXISTING STORMWATER MANAGEMENT POND

ZONE – A-1
ZONE – BC

Ch'd = S 57°49'37" W 402.24'
R = 1000.00'
L = 405.00'

EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 4/35

EXISTING BUILDING

Ch'd = S 60°27'02" W 63.47'
R = 1000.00'
L = 63.48'

N 69°02'27" W 286.53'

EXISTING 40' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

(IDA)

T.M. 25, PARCEL 46, LOT 17
LANDS N/F OF
TALBOT SOIL CONSERVATION DISTRICT
1095/377
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – EXEMPT COMMERCIAL

APPROXIMATE LOCATION OF EXISTING UNDERGROUND GAS LINE

EXISTING WELL

Ch'd = N 82°46'07" W 155.43'
R = 80.00'
L = 213.00'

EXISTING 15' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

S 33°14'33" W

S 83°30'14" W 23.50'

EXISTING BUILDING

GLEBE ROAD — RIGHT-OF-WAY VARIES

TO COMMERCE DRIVE

MARY'S COURT — 60' RIGHT-OF-WAY

ONE STORY OFFICE ADDITION

EXISTING BUILDING "A"

EXISTING PAVED PARKING

EXISTING BUILDING "B"

EXISTING FENCED STORAGE AREA

EXISTING PAVED ACCESS ROAD

CRITICAL AREA

EXISTING BUILDING "C"

BUILDING "D"

BUILDING "E"

BUILDING "F"

BUILDING "G"

MB–C1
MB–C2
MB–C3
MB–C4
MB–C5
MB–C6
MB–C7
MB–C8
MB–1
MB–2
MB–3

LOAD AREA

NONTIDAL WETLANDS BUFFER

PERENNIAL STREAM

INTERMITTENT STREAM

WETLANDS LINE

189.55'

S 45°56'

116.78'

S 19°19'23" E 158.18'

S 04°26'51" E 132.81'

S 78°43'51" E 602.96'

T.M. 25, PARCEL 46, LOT 12
LANDS N/F OF
TCP #12, LLC
1476/604
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – INDUSTRIAL

EXISTING FOREST CONSERVATION AREA SEE PLAT CABINET 4/35

T.M. 25, PARCEL 46, LOT 15
LANDS N/F OF
JASCO CORPORATION
1643/502
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – INDUSTRIAL

DEPICTS MICRO–BIORETENTION AREAS

CONCEPTUAL DRAINAGE AREAS FOR MICRO–BIORETENTION AREAS

MB–C1 DRAINAGE AREA LABEL FOR MICRO–BIORETENTION AREA WITHIN CRITICAL AREA

MB–1 DRAINAGE AREA LABEL FOR MICRO–BIORETENTION AREA OUTSIDE CRITICAL AREA

GRAPHIC SCALE
50 0 25 50 100
1 inch = 50 ft.

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PROFESSIONAL CERTIFICATION: I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE No. 17660, EXPIRATION DATE: 2024

STATE OF MARYLAND — WILLIAM JAMES MOORE JR. — No. 17660 — REGISTERED PROFESSIONAL ENGINEER

9-29-22
DATE SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
ENGINEERING, DRAFTING/DESIGN, ENVIRONMENTAL SERVICES & SURVEYING
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE : 1-443-262-9130
FAX : 1-443-262-9148

DATE	REVISION

CONCEPTUAL STORMWATER MANAGEMENT DRAINAGE AREA MAP
ON LOTS 16 AND 20 IN
TALBOT COMMERCE PARK
IN THE TOWN OF EASTON
TAX MAP – 25, GRID – 22, PARCEL – 46, LOTS – 16 & 20
FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND
PREPARED FOR : LOT 16 LLC

DATE	SCALE
DECEMBER '19	1" = 50'
JOB No. 2017052	DRAWN BY WJM
FOLDER Ref. 25-2017052	DESIGNED BY WTD, Jr.
SHEET No. – DA	
CADD FILE – 17052-DA	

Davis, Moore, Shearon & Associates, LLC

October 6, 2022

Easton Dept. of Planning & Zoning
c/o Lynn Thomas, Town Planner
14 South Harrison Street
Easton, Maryland 21601

RE: REVISED LETTER RELATED TO GROWTH ALLOCATION REQUEST FOR PROPOSED COMMERCIAL DEVELOPMENT ON THE LANDS OF LOT 16, LLC AND MR. THOMAS COHEE

Dear Mr. Thomas:

As permitted by the Town of Easton and Talbot County Chesapeake Bay Critical Area Ordinances and on behalf of our clients, Lot 16, LLC and Thomas R. Cohee, we wish to apply for growth allocation of 8.348 acres of land located in the Town of Easton. Lots 16 & 20 of Tax Map 25 are within the commercial subdivision known generally as Talbot Commerce Park and totals 14.904 acres. Portions of the lots are located within the Critical Area. All Critical Area on Lot 16 is designated as Intensely Development Areas (IDA) and the Critical Area on Lot 20 is designated as Resource Conservation Area (RCA). The request for Growth Allocation involves a portion of the RCA designated lands with the request for growth allocation of 8.348 acres to be changed to IDA to allow for expanded commercial development similar to what currently exists on the site and in Talbot Commerce Park as wells as road improvements to Goldsborough Neck Road.

In compliance with the growth allocation submittal requirements of COMAR 27.01.02.05-1, the Applicant offers the following:

A.

1. In conjunction with the petition to be filed with the Town of Easton Council and the Talbot County Commissioners by McAllister, DeTar, Showalter & Walker LLC, agent for the Property owner, and information to be contained with the petition, we are asking your department to confirm that this project meets the standards listed in Natural Resources Article 8-1808.1(c) (1), Annotated Code of Maryland.

2. In conjunction with the petition and information contained with the petition we are asking your department to provide information and documentation to the Critical Area Commission addressing environmental, planning and economic factors for their consideration and consultation with the Natural Resources Article Section 8-1808.1(c) (3), Annotated Code of Maryland.

P.O. Box 80 Centreville, MD 21617
Phone: (443) 262-9130
Email: email@dmsandassociates.com

3. As part of the plans in support of this project we have provided a conceptual site design plan (see Sheets C-1 through C-7) for the project. This plan has been submitted to the planning department with the request to schedule the project for review before the Town and County Joint Planning Commission meeting.

4. An Environmental Features Plan has been submitted with the growth allocation petition. (See Sheet C-2).

5. We have prepared an environmental assessment for the project. In conjunction with the submitted plans, the report addresses issues related to development, impervious coverage and water quality/pollutant reduction requirements. We have prepared a stormwater management report for the entire project. The report contains calculations that address the 10% pollutant reduction requirements for the requested intensely developed area designation. This report has been submitted to the Critical Areas Commission and the Town of Easton Public Works as part of the conceptual plan review process.

6. As part of the concept plan review process we have submitted plans for review to the Department of the Environment, Department of Natural Resources and the Corps of Engineers. In conjunction with the growth allocation, petition letters and other information from these agencies is contained herein.

7. As part of our plans we have provided a plan showing the area of the requested growth allocation. (See Sheet C-3).

8. We have calculated the area requested for growth allocation. The acreage shown on the plan (see Sheet C-3) is consistent with the acreage contained in the petition.

B. The following information is provided on the conceptual site development plan in accordance with Section 27.01.02.05-1.A(3) and (4):

1. The project name and the street addresses of each parcel can be found on sheet C-1.

2. Tax map information including the map number, block and parcel numbers are provided on sheet C-1 and throughout the entire plan set within each sheet's title block.

3. The concept site development plan is drawn at a scale of 1" = 50'.

4. The plan sheets are provided with a north arrow so that the orientation of the site and the development proposed can be determined.

5. A vicinity map is included on Sheet C-1 of the plans.

6. The existing lot lines which also happen to be the parcel's boundaries are presented on sheets C-2 through C-7.

7. The project includes Lots 16 and 20 of the Talbot Commerce Park and are accessed from the cul de sac at the end of Mary's Court. The site bounded on the south & west by other commercially developed lots within the business park, on the east by Goldsborough Neck Road and on the north by the Lands of Alison Bird Freeland Gelb, et al. The lots are owned by Thomas Cohee & Lot 16, LLC. It is anticipated that the lots would be combined into one resulting lot of record.

8. The limit of disturbance is shown on sheet C-5, of the Conceptual Site Development Plan.

9. The development envelope is confined primarily confined to open areas of the site currently maintained as lawn and meadow. See Sheet C-5 for the concept for the development.

10. The Critical Boundary extends into the site from the tidal waters of Glebe Creek. The subject parcel is partially located within the Critical Areas. The land classification and zones are displayed on sheets C-2 through C-5.

11. The 100-year flood plain boundary exists beyond the limits of the areas shown on the plans. The area of proposed development is not located within 100-year flood plain boundary as determined from Flood Insurance Rate Maps.

12. The topography shown is an excerpt from a larger grid of topography acquired from the Talbot County Department of Public Works.

13. Vegetation cover information is included on Sheets C-2 thru C-5 and can be considered nothing more than residential landscaping. There are no woodlands, streams, wetlands, critical area buffers or endangered habitats on the portion of site to be developed.

14. Existing soils on site are Othello silt loam (Ot) and Mattapapex-Butlertown silt loam (MtA) and are shown on Sheet C-2. Hydric soils are also identified on Sheet C-2. There are no highly erodible soils existing on this site.

15. There are no perennial or intermittent streams on site however there exists a perennial stream located on adjacent properties on the north and east boundaries of the site. The 100' stream buffer has been graphically depicted from the top of the bank of the stream.

16. The 300-foot Critical Area buffer does not occur on or near the site.

17. There are no steep slopes, no highly erodible soils nor nontidal/tidal wetlands on-site and the 300-foot Critical Area buffer does not occur near the site. No expanded buffer is required.

18. The 300-foot buffer requirement does not apply as the site is located beyond the 300-foot buffer, yet within the 1000' Critical Area.

19. Consultation with NTW Maps and site investigations concluded the existence of no nontidal wetlands within the proposed development envelope. See letter from the MDE dated 9-22-22.

20. There are no tidal wetlands located on this property.

21. Based on the review from the Department of Natural Resources and letters from various agencies there are no protected plant or wildlife habitat areas on this site.

22. Based on the review from the Department of Natural Resources and letters from various agencies there are no habitat areas related to threatened or endangered species on this site.

23. The site is not immediately adjacent to any waters inhabited by anadromous fish.

24. The existing areas of lot coverage are shown on sheet C-2 and the size of each parcel's area is listed in the Site Statistics on Sheet C-1. Proposed areas of lot coverage have been displayed on sheet C-5 and their areas tallied and compiled on sheet C-1 also.

25. Detailed construction plans dealing with the storm water, utility, septic and water plans prepared during the detailed site plan review process and will be supplied to your office during that process. Conceptual stormwater management, drainage, and utilities are graphically shown on the enclosed plan

26. No additional paths or walkways are proposed other than what is shown on sheet C-5.

27. No existing areas of mitigation occur on-site and no required mitigation areas are anticipated as no protected resources are proposed to be disturbed.

28a. No agricultural areas, surface mines, natural parks, dredging activity or dredged material disposal areas exist on this property.

28b. The only easements we are aware of those to Verizon and DP&L which are shown on the plans.

COMAR Regulation 27.01.02.05-1A(5) requires an Environmental Report to accompany an application for Growth Allocation. The following information is provided on the Environmental Report required under Regulation Section 27.01.02.05-2A:

A.

1. The environmental report contains a description of the proposed development.

2. To our knowledge the properties have not been subdivided since their creation as part of the Talbot Commerce Park development.

3. The project is currently a mix of commercial uses such as an existing contractor's office and storage yard and a commercial office building. The proposed buildings consists of two office buildings and a mixed office warehouse buildings area. Parking lots and a travel way link all proposed redevelopment. Growth Allocation is requested to change a portion of the site's Critical Area designation from RCA to IDA. The zoning of the site permits this type of development.

4. The gross area of the site is 14.4904 acres with a portion of the site located within the Critical Area. Growth Allocation is requested for the 8.348 acres to be changed from RCA to IDA.

5. The vegetative cover is provided on the Environmental Features Plan (sheet C-2) and as graphically depicted, there are no areas qualifying as forest or developed woodland within the development envelope. A scattering of trees and mowed lawn/meadow areas dominate the proposed development envelope.

6. The stormwater management systems are shown on the conceptual stormwater management plan. Detailed plans and reports will be provided under separate cover to the Town of Easton Dept. of Public Works and Talbot County Soil Conservation Service during the formal site plan review process once growth allocation approval has been obtained.

7. The 10% pollutant worksheets are contained in the Stormwater Management Report. This report with Conceptual Stormwater Management Plan drawings has been submitted directly to the Critical Areas Commission and the Town of Easton Department of Public Works as part of the concept plan review process.

8. Soil erosion and sediment control measures will be defined on construction drawings during the site plan review process.

9. The requested land use designation is from limited development area (RCA) to intensely developed area (IDA). Proposed and existing lot coverage areas have been calculated and can be found on sheet C-1.

10. No forest exists within the area of proposed development, no clearing of forest is requested, and therefore, no mitigation is required.

11. No area of afforestation is required.

12. The zoning of the site is designated on the plan and in the report as BC-Business Commercial.

13. There are no streams or Critical Area Buffers within the development envelope and no Buffer Management Plans area required. The 100' stream buffer from a perennial stream located on adjacent properties has been designated.

14. There are no habitat protection areas within the proposed development envelope therefore no habitat protection plan is warranted.

B. Section 27.01.02.05-2A(13) does not apply as stream or critical area buffers do not exist within the site development envelope. Items (1) through (7) are not applicable to the site.

C. This project does not require a habitat protection plan. There are no forests within the proposed development envelope. Based upon correspondence from various agencies, there are no forest interior dwelling birds, no natural heritage areas, no habitat for colonial water birds, no submerged aquatic vegetation, no adjacent streams or other bodies of water providing aquatic species nor any tidal or nontidal wetlands.

We ask that you please review this letter in conjunction with the petition, plans, environmental report and other supplemental information.

If you should have questions or need additional information please don't hesitate to call me at (443) 262-9130.

Sincerely,

DMS & Associates, LLC

Wm. Thomas Davis, Jr., P.E.

Enclosures

CONCEPTUAL SITE PLAN
FOR LOT 16 AND LOT 20 IN
TALBOT COMMERCE PARK
FIRST ELECTION DISTRICT, TALBOT COUNTY, MD.
PREPARED FOR : THOMAS R. COHEE

SITE STATISTICS

LOT 16 (EXISTING)
ZONED – BC
CURRENT USE – INDUSTRIAL
PROPOSED USE – INDUSTRIAL/COMMERCIAL

GROSS AREA	=	6.556 ac.± (285,570 sq. ft.±)
CRITICAL AREA (IDA)	=	3.505 ac.± (152,695 sq. ft.±)
NON–CRITICAL AREA	=	3.050 ac.± (132,875 sq. ft.±)
AREA WITHIN 100 Yr. FLOOD PLAIN	=	0.000 ac.±
AREA WITHIN RESOURCE PROTECTION	=	1.165 ac.±
NONTIDAL WETLANDS	=	0.003 ac.±
STREAM BUFFER	=	0.316 ac.±
WOODLANDS (excludes wetlands & stream buffer)	=	0.846 ac.±

LOT 20 (EXISTING)
ZONED – A–1
CURRENT USE – COMMERCIAL
PROPOSED USE – COMMERCIAL

GROSS AREA	=	8.348 ac.± (363,652 sq. ft.±)
CRITICAL AREA (RCA)	=	8.348 ac.± (363,652 sq. ft.±)
NON–CRITICAL AREA	=	0.000 ac.± (0,000 sq. ft.±)
AREA WITHIN 100 Yr. FLOOD PLAIN	=	0.000 ac.±
AREA WITHIN RESOURCE PROTECTION	=	3.200 ac.±
NONTIDAL WETLANDS	=	0.225 ac.±
STREAM BUFFER	=	0.817 ac.±
WOODLANDS (excludes wetlands & stream buffer)	=	2.158 ac.±

LOT 16 (AFTER LOT LINE ADJUSTMENT, ROAD DEDICATION AND GROWTH ALLOCATION)
CURRENT USE – INDUSTRIAL
PROPOSED USE – INDUSTRIAL/COMMERCIAL

GROSS AREA	=	14.066 ac.± (612,711 sq. ft.±)
CRITICAL AREA (IDA)	=	11.016 ac.± (479,836 sq. ft.±)
NON–CRITICAL AREA	=	3.050 ac.± (132,875 sq. ft.±)
ZONE A–1	=	7.501 ac.± (327,141 sq. ft.±)
ZONE BC	=	6.556 ac.± (285,570 sq. ft.±)
AREA WITHIN 100 Yr. FLOOD PLAIN	=	0.000 ac.±
AREA WITHIN RESOURCE PROTECTION	=	3.762 ac.±
NONTIDAL WETLANDS	=	0.226 ac.±
STREAM BUFFER	=	0.866 ac.±
WOODLANDS (excludes wetlands & stream buffer)	=	2.670 ac.±

ZONE A–1
MAXIMUM LOT COVERAGE (ALLOWED) (10%) = 0.742 ac.± (32,343 sq. ft.±)
LOT COVERAGE (EXISTING) (0.0%) = 0.000 ac.± (0,000 sq. ft.±)
LOT COVERAGE TO BE REMOVED (EXISTING) = 0.000 ac.± (0,000 sq. ft.±)
LOT COVERAGE (PROPOSED) = 0.372 ac.± (16,200 sq. ft.±)
LOT COVERAGE (TOTAL) (5.0%) = 0.372 ac.± (16,200 sq. ft.±)
ZONE BC
MAXIMUM LOT COVERAGE (ALLOWED) (50%) = 3.278 ac.± (142,785 sq. ft.±)
LOT COVERAGE (EXISTING) (9.2%) = 0.600 ac.± (26,136 sq. ft.±)
LOT COVERAGE TO BE REMOVED (EXISTING) = 0.000 ac.± (0,000 sq. ft.±)
LOT COVERAGE (PROPOSED) = 0.607 ac.± (26,439 sq. ft.±)
LOT COVERAGE (TOTAL) (18.4%) = 1.207 ac.± (52,575 sq. ft.±)

PARKING REQUIREMENTS

REQUIRED PARKING PER SECTION 28–1001.3(36)(46):
EXISTING – BUILDING "A"
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 12,000 sq. ft. = 48 SPACES
PARKING (REQUIRED) = 48 SPACES
EXISTING – BUILDING "B"
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 1,536 sq. ft. = 6 SPACES
1 space/300 sq. ft. of FLOOR AREA (REPAIR) X 3,000 sq. ft. = 10 SPACES
PARKING (REQUIRED) = 16 SPACES
EXISTING – BUILDING "C"
1 space/2000 sq. ft. of FLOOR AREA (STORAGE) X 9,600 sq. ft. = 4 SPACES
PARKING (REQUIRED) = 5 SPACES

TOTAL PARKING (REQUIRED) = 69 SPACES (3 HANDICAP ACCESSIBLE)
TOTAL PARKING (PROVIDED) = 60 SPACES (2 HANDICAP ACCESSIBLE)

PROPOSED – BUILDING "A" ADDITION
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 6,414 sq. ft. = 25.7 SPACES
PARKING (REQUIRED) = 25.7 SPACES
PROPOSED – BUILDING "D"
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 4,025 sq. ft. = 16.1 SPACES
PARKING (REQUIRED) = 16.1 SPACES
PROPOSED – BUILDING "E"
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 3,200 sq. ft. = 12.8 SPACES
1 space/2000 sq. ft. of FLOOR AREA (WAREHOUSE) X 12,800 sq. ft. = 6.4 SPACES
PARKING (REQUIRED) = 19.2 SPACES
PROPOSED – BUILDING "F"
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 8,100 sq. ft. = 32.4 SPACES
PARKING (REQUIRED) = 33.4 SPACES
PROPOSED – BUILDING "G"
1 space/250 sq. ft. of FLOOR AREA (OFFICE) X 8,100 sq. ft. = 32.4 SPACES
PARKING (REQUIRED) = 33.4 SPACES

TOTAL PARKING (REQUIRED) = 126 SPACES (5 HANDICAP ACCESSIBLE)
TOTAL PARKING (PROVIDED) = 109 SPACES (6 HANDICAP ACCESSIBLE)

OFF–STREET LOADING REQUIREMENTS

REQUIRED LOADING PER SECTION 28–1002.1 – PROPOSED BUILDING "E"
1 space/4000 sq. ft. + 1 additional space for each 10,000 sq. ft. of FLOOR AREA or major fraction thereof FLOOR AREA (WAREHOUSE) X 12,800 sq. ft. = 2 SPACES
PARKING (REQUIRED) = 2 SPACES
PARKING (PROVIDED) = 2 SPACES

REVIEWED FOR THE TALBOT SOIL AND WATER CONSERVATION DISTRICT AND MEET TECHNICAL REQUIREMENTS

APPROVED:

TALBOT SOIL AND WATER CONSERVATION DISTRICT _____ DATE _____

NOTE: TALBOT SOIL AND WATER CONSERVATION DISTRICT RESERVES THE RIGHT TO ADD, DELETE, MODIFY OR OTHERWISE ALTER THE EROSION CONTROL PROVISIONS OF THIS PLAN IN THE EVENT ADDITIONAL PROTECTION BECOMES NECESSARY.

DEVELOPERS CERTIFICATION

I (WE) CERTIFY THAT:

1. ANY CLEARING, GRADING, CONSTRUCTION OR DEVELOPMENT, OR ALL OF THESE, WILL BE DONE PURSUANT TO THIS PLAN. IT WILL BE THE RESPONSIBILITY OF THE CONTRACTOR OR SUBCONTRACTOR TO NOTIFY THE ENGINEER OF ANY DEVIATION FROM THIS PLAN. ANY CHANGES MADE ON THIS PLAN WITHOUT WRITTEN AUTHORIZATION FORM THE ENGINEER WILL PLACE RESPONSIBILITY FOR SAID CHANGE ON THE CONTRACTOR OR SUBCONTRACTOR.

2. ANY RESPONSIBLE PERSONNEL INVOLVED IN THE CONSTRUCTION PROJECT WILL HAVE A CERTIFICATION OF ATTENDANCE AT THE DEPARTMENT OF ENVIRONMENT APPROVED TRAINING PROGRAM FOR THE CONTROL OF EROSION AND SEDIMENT BEFORE BEGINNING THE PROJECT.

THOMAS R. COHEE
SIGNATURE _____ DATE _____

28580 MARYS COURT, EASTON, MARYLAND 21601
ADDRESS

1–410–822–
PHONE No.

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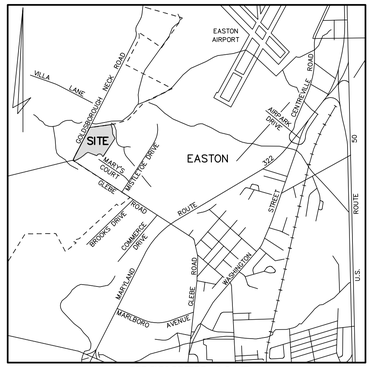
NOTES

1. PROPERTY SITE ADDRESS FOR BOTH LOTS:
   28580 MARYS COURT
   EASTON, MARYLAND 21601
2. PROPERTY LINE INFORMATION SHOWN HEREON FOR LOT 16 IS TAKEN FROM A PLAT ENTITLED "REVISION PLAT, LOT 20, OF THE LANDS OF THOMAS R. COHEE" PREPARED BY FINK, WHITTEN & ASSOCIATES, LLC IN JUNE, 2011 AND RECORDED IN PLAT CABINET 83/190. PROPERTY LINE INFORMATION SHOWN HEREON FOR LOT 20 IS TAKEN FROM A PLAT ENTITLED "FINAL PLAT FOR TALBOT COMMERCE PARK" PREPARED BY LANE ENGINEERING, INC. IN SEPTEMBER, 1997 AND PRECORDED IN PLAT CABINET 4/35G.
3. FOR DEED REFERENCE, SEE LIBER 1486, FOLIO 221 (LOT 16) AND LIBER 1384, FOLIO 218 (LOT 20).
4. CURRENT ZONING CLASSIFICATION FOR LOT 16 IS "BC" BUSINESS COMMERCIAL DISTRICT AND FOR LOT 20 "A–1" AGRICULTURAL DISTRICT.
5. THE CHESAPEAKE BAY CRITICAL AREA IS TAKEN FROM THE WEBSITE: http://www.esrgc.org. LOT 16 IS PARTIALLY LOCATED WITHIN THE CHESAPEAKE BAY CRITICAL AREA DESIGNATION – IDA. LOT 20 IS ENTIRELY LOCATED WITHIN THE CHESAPEAKE BAY CRITICAL AREA DESIGNATION – RCA. GROWTH ALLOCATION FOR LOT 20 IS BEING REQUESTED TO IDA. THE NORTHERN BOUNDARY OF LOT 20 IS LOCATED 700'± FROM THE TIDAL WATERS OF GLEBE CREEK.
6. SITE IS NOT LOCATED WITHIN 100 YEAR FLOOD PLAIN AS SCALED FROM FLOOD INSURANCE RATE MAP COMMUNITY No. 24041C0187D. (ZONE "X") (UNSHADED) EFFECTIVE, JULY 20, 2016.
7. SOILS SHOWN ON SITE ARE SCALED FROM MAPS LOCATED AT THE FOLLOWING WEBSITE, http://websoilsurvey.nrcs.usda.gov FOR TALBOT COUNTY SOILS ONSITE CONSIST OF: "CsA" CROSIADORE LOAM, "MtcA & MtcB" MATTAPEX SILT LOAM, "WocA & WocB" WOODSTOWN SANDY LOAM AND "Zk" ZEKIAH SILT LOAM. "Zk" IS A HYDRIC SOIL.
8. EXISTING IMPROVEMENTS SHOWN HEREON ARE THE RESULT OF A FIELD FUN SURVEY BY FINK, WHITTEN & ASSOCIATES, LLC IN NOVEMBER, 2019. HORIZONTAL DATUM IS BASED ON NAVD 83/91.
9. PUBLIC SEWER WILL BE UTILIZED FOR SEWAGE DISPOSAL AND PUBLIC WATER WILL BE UTILIZED FOR POTABLE WATER SUPPLY. THE SITE IS SERVED BY THE TOWN OF EASTON SANITARY DISTRICT SUBDISTRICT "_" LOCATED IN THE TOWN OF EASTON. ALL EXISTING WELLS MUST BE PROPERLY ABANDONED AND SEALED BY A LICENSED WELL DRILLER PRIOR TO ANY GRADING OR DEMOLITION ACTIVITIES.
10. NONTIDAL WETLANDS, PERENNIAL STREAM AND WOODLANDS SHOWN HEREON ARE TAKEN FROM THE BEST AVAILABLE INFORMATION. NO OTHER NATURAL RESOURCE (ie...STEEP SLOPES, EROSION HAZARD AREAS, ENDANGERED SPECIES OR HABITAT, etc..) EXIST ON THE SITE.
11. NO HISTORIC STRUCTURES EXISTING ON THE PROPERTIES.
12. THE EXISTING CONTOURS SHOWN HEREON ARE TAKEN FROM AERIAL TOPOGRAPHY FLOWN IN THE FALL OF 201_. VERTICAL DAUM IS NAVD 1988.
13. NO NONCONFORMITIES ARE BEING CREATED AS PART OF THIS CONCEPT PLAN.
14. THE SITE'S WATER QUALITY IS PROPOSED TO BE ADDRESS BY APPLYING ENVIRONMENTAL SITE DESIGN (ESD) CREDITS TO THE MAXIMUM EXTENT POSSIBLE (MEP). SEE ACCOMPANYING CONCEPTUAL STORMWATER MANAGEMENT REPORT.
15. SITE PROPOSED SETBACKS:

A–1 ZONE DEVELOPMENT STANDARDS [SECTION 28–101.2(D)(E)]:
FRONT = 50' MAXIMUM BUILDING HEIGHT:
REAR = 8' PRINCIPAL = 35' (ALLOWED)
SIDE = 8' PRINCIPAL = >35' (PROPOSED)

BC ZONE DEVELOPMENT STANDARDS [SECTION 28–408.2(D)(E)]:
FRONT = 40' MAXIMUM BUILDING HEIGHT:
REAR = 30' PRINCIPAL = 35' (ALLOWED)
SIDE = 10' PRINCIPAL = >35' (PROPOSED)



VICINITY MAP
SCALE 1" = 2000'

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SHEET C–2 – EXISTING CONDITIONS AND ENVIRONMENTAL FEATURES PLAN
SHEET C–3 – EXISTING CONDITIONS AND DEMOLITION PLAN
SHEET C–4 – GROWTH ALLOCATION PLAN
SHEET C–5 – CONCEPTUAL SITE DEVELOPMENT PLAN
SHEET C–6 – CONCEPTUAL STORMWATER MANAGEMENT PLAN
SHEET C–7 – CONCEPTUAL LANDSCAPE PLAN

LEGEND

PROPERTY LINE
ZONING LINE (A–1 / BC)
EXISTING CONTOUR (14)
SOILS LINE AND TYPE (MtcB / WocB)
EXISTING EDGE OF WOODLANDS
EXISTING TREE
EXISTING TREE TO BE REMOVED
EXISTING FENCE (X)
EXISTING UTILITY POLE WITH OVERHEAD UTILITY LINE (OHP)
EXISTING LIGHT POLE
EXISTING WELL (W)
EXISTING GAS LINE (G)
EXISTING HANDICAP ACCESSIBLE PARKING SPACE
PROPOSED HANDICAP ACCESSIBLE PARKING SPACE

GENERAL NOTES

1. THE EXISTING UTILITIES SHOWN WERE TAKEN FROM THE BEST AVAILABLE RECORDS. THE CONTRACTOR SHALL VERIFY THEIR EXACT LOCATION PRIOR TO THE START OF CONSTRUCTION. ANY DAMAGE INCURRED TO SUCH UTILITIES SHALL BE REPAIRED IMMEDIATELY AT THE CONTRACTOR'S EXPENSE.
2. THE CONTRACTOR SHALL NOTIFY THE FOLLOWING TWO (2) WEEKS PRIOR TO THE START OF CONSTRUCTION AND SHALL COORDINATE CONSTRUCTION WITH THE UTILITY COMPANIES INVOLVED:

CHOPTANK ELECTRIC	1–877–892–0001
MISS UTILITY	1–800–441–8355
DMS & ASSOCIATES, LLC	1–443–262–9130
DEPARTMENT OF ENVIRONMENT	1–410–901–4020
TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS	1–410–770–8172
TOWN OF EASTON	1–410–822–

3. THE CONTRACTOR SHALL PROVIDE ALL EQUIPMENT, LABOR, AND MATERIALS FOR ANY MISCELLANEOUS OR TEST PIT EXCAVATIONS REQUIRED BY THE ENGINEER.
4. ALL CONSTRUCTION SHALL BE MARKED FOR TRAFFIC AND PEDESTRIAN SAFETY.
5. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE TOWN OF EASTON STANDARDS AND SPECIFICATIONS.
6. THE CONTRACTOR ASSUMES ALL RESPONSIBILITIES FOR ANY DEVIATIONS FROM THESE PLANS, UNLESS SAID DEVIATION IS APPROVED BY THE ENGINEER. THE CONTRACTOR SHALL RECEIVE WRITTEN PERMISSION FORM THE ENGINEER IF A DEVIATION OF THE PLAN IS NECESSARY.
7. ALL DISTURBED AREAS SHALL BE SMOOTHLY GRADED TO PROVIDE POSITIVE DRAINAGE IN THE DIRECTION OF FLOW ARROWS SHOWN HEREIN AND STABILIZED WITH TOPSOIL, SEED, AND MULCH. IF SETTLEMENT OCCURS, TOPSOIL, SEEDING AND MULCHING SHALL BE REPEATED UNTIL SETTLEMENT SUBSIDES (SEE EROSION AND SEDIMENT CONTROL SPECIFICATIONS).
8. ANY EXCESS EXCAVATED MATERIAL PLACED OUTSIDE OF THOSE AREAS DESIGNATED ON THIS PLAN SHALL MEET APPROVAL OF TALBOT SOIL CONSERVATION AND ENGINEER.
9. ANY EXISTING SURVEY MONUMENTATION THAT IS DISTURBED DURING CONSTRUCTION SHALL BE REPLACED BY A REGISTERED SURVEYOR AT THE CONTRACTOR'S EXPENSE.
10. ALL FILL AREAS WITHIN LIMITS OF ROADWAY CONSTRUCTION AND OTHER AREAS AS DESIGNATED ON THESE PLANS SHALL BE COMPACTED TO 95% MODIFIED PROCTOR DENSITY AND LAID AND COMPACTED IN 6" LIFTS MAXIMUM.
11. TRENCHES SHALL NOT REMAIN OPEN OVERNIGHT, IF IT IS NECESSARY FOR TRENCHES TO REMAIN OPEN STEEL PLATES, CAPABLE OF BEARING TRAFFIC, SHALL BE USED TO COMPLETELY COVER THE TRENCH.
12. ALL STREET SIGNAGE AND TRAFFIC CONTROL SIGNAGE REQUIRED TO BE INSTALLED BY THE DEVELOPER AS DIRECTED BY COUNTY ENGINEER AND PAID FOR BY THE DEVELOPER. ALL ROAD SIGNAGE SHALL COMPLY WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

STATEMENT OF PURPOSE AND INTENT

THIS SITE IS LOCATED AT THE END OF MARY'S COURT IN THE TALBOT COMMERCE PARK, IN THE TOWN OF EASTON. THE SITE CONSIST OF 2 EXISTING LOTS (16 AND 20) THAT WILL BE COMBINED INTO 1 NEW LOT. THE SITE IS ZONED – A1 (AGRICULTURAL DISTRICT) AND BC (BUSINESS COMMERCIAL). THE A1 ZONE IS LOCATED ENTIRELY WITHIN THE CHESAPEAKE BAY CRITICAL AREA DESIGNATED – RCA (RESOURCE CONSERVATION AREA). EXISTING LOT 20 IS VACANT AND HAS THE REGIONAL STORMWATER MANAGEMENT POND LOCATED ON SITE. LOT 16 IS THE CURRENT LOCATION OF 2 EXISTING OFFICE BUILDINGS AND THEIR ASSOCIATED PARKING AREAS. THE PURPOSE OF THIS CONCEPT PLAN IS TO OBTAIN APPROVAL FOR AN ADDITION TO ONE OF THE EXISTING OFFICE BUILDINGS AND THE CONSTRUCTION OF 4 NEW OFFICE BUILDINGS, 2 IN THE BC ZONING DISTRICT AND 2 IN THE A1 ZONING DISTRICT.

THE PURPOSE OF THIS CONCEPT PLAN IS TO OBTAIN APPROVAL FROM THE CRITICAL AREAS COMMISSION FOR GROWTH ALLOCATION OF THE CRITICAL AREA DESIGNATION FROM RCA TO IDA AND THE TOWN OF EASTON PLANNING COMMISSION FOR THE PROPOSED DEVELOPMENT OF THIS SITE.

OWNER (LOT 16)
LOT 16, LLC
c/o THOMAS R. COHEE
28580 MARYS COURT
EASTON, MARYLAND 21601
PHONE No. 1–443–496–0804

OWNER (LOT 20)
THOMAS R. COHEE
28580 MARYS COURT
EASTON, MARYLAND 21601
PHONE No. 1–443–496–0804

ENGINEER
DMS & ASSOCIATES, LLC
c/o WILLIAM THOMAS DAVIS, Jr.
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE No. 1–443–262–9130

SURVEYOR:
FINK, WHITTEN & ASSOCIATES, LLC
c/o STEVE WHITTEN
108 DORCHESTER AVENUE
CAMBRIDGE, MARYLAND 21613
PHONE No. 1–410–228–8885

TOWN OF EASTON ENGINEER
TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS
TOWN OF EASTON
TALBOT SOIL CONSERVATION DISTRICT

PROFESSIONAL CERTIFICATION:
I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE No. 17660 EXPIRATION DATE: 2024

STATE OF MARYLAND WILLIAM THOMAS DAVIS JR. 17660 REGISTERED PROFESSIONAL ENGINEER

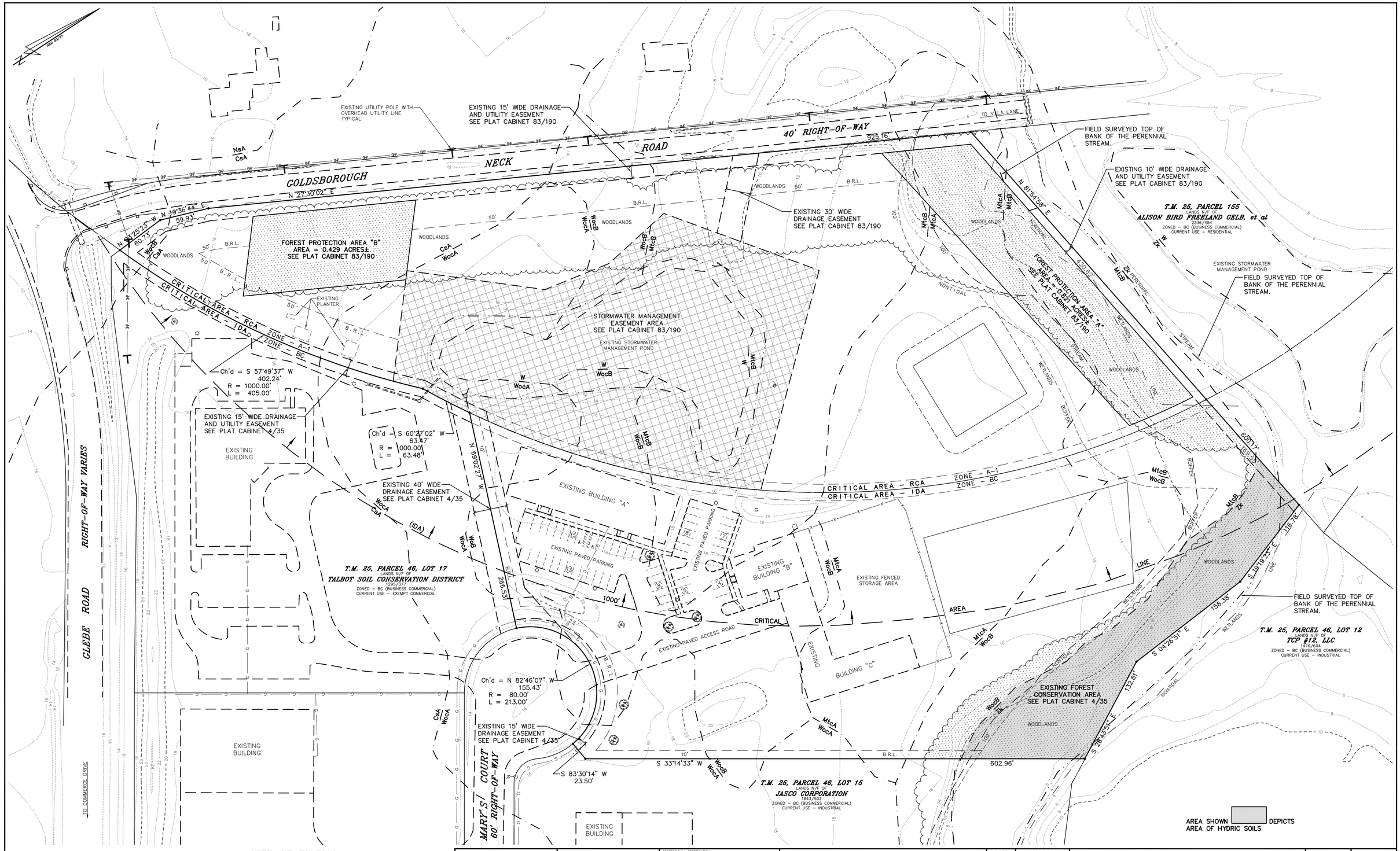
3–22–22
DATE SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
ENGINEERING, DRAFTING/DESIGN,
ENVIRONMENTAL SERVICES & SURVEYING
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE : 1–443–262–9130
FAX : 1–443–262–9148

DATE	REVISION
6–22–20	PER COMMENTS
3–22–22	REVISED DEDICATION AREA
10–6–22	REVISED STREAM BUFFER

TITLE SHEET
ON LOTS 16 AND 20 IN
TALBOT COMMERCE PARK
IN THE TOWN OF EASTON
TAX MAP – 25, GRID – 22, PARCEL – 46, LOTS – 16 & 20
FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND
PREPARED FOR : LOT 16 LLC

DATE: DECEMBER '19	SCALE: AS SHOWN
JOB No.: 2017052	DRAWN BY: WJM
FOLDER Ref.: 25–2017052	DESIGNED BY: WTD, Jr.
SHEET No. – C–1	
CADD FILE – 17052–G1	



SITE STATISTICS

GROSS AREA	= 14.904 ac.± (649,222 sq. ft.±)
CRITICAL AREA (IDA)	= 11.854 ac.± (516,347 sq. ft.±)
NON-CRITICAL AREA	= 3.050 ac.± (132,875 sq. ft.±)
ZONE A-1	= 8.348 ac.± (363,652 sq. ft.±)
ZONE BC	= 6.556 ac.± (285,570 sq. ft.±)
AREA WITHIN 100 Yr. FLOOD PLAIN	= 0.000 ac.±
AREA WITHIN RESOURCE PROTECTION	= 4.365 ac.±
NONTIDAL WETLANDS	= 0.228 ac.±
STREAM BUFFER	= 1.133 ac.±
WOODLANDS (excludes wetlands & stream buffer)	= 3.004 ac.±

GRAPHIC SCALE
50 0 25 50 100
1 inch = 50 ft.

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TOWN OF EASTON ENGINEER

TOWN OF EASTON

TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS

TALBOT SOIL CONSERVATION DISTRICT

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EXPIRATION DATE: 2024
STATE OF MARYLAND WILLIAM THOMAS MOORE JR. No. 17660 PROFESSIONAL ENGINEER
3-22-22
DATE
SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
ENGINEERING, DRAFTING/DESIGN, ENVIRONMENTAL SERVICES & SURVEYING
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE : 1-443-262-9130
FAX : 1-443-262-9148

DATE	REVISION
6-22-20	PER COMMENTS
3-22-22	REVISED DEDICATION ARA
10-6-22	REVISED STREAM BUFFER

EXISTING CONDITIONS AND ENVIRONMENTAL FEATURES PLAN
ON LOTS 16 AND 20 IN
TALBOT COMMERCE PARK
IN THE TOWN OF EASTON
TAX MAP - 25, GRID - 22, PARCEL - 46, LOTS - 16 & 20
FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND
PREPARED FOR : LOT 16 LLC

DATE	SCALE
DECEMBER '19	1" = 50'
JOB No. 2017052	DRAWN BY WJM
FOLDER Ref. 25-2017052	DESIGNED BY WTD, Jr.
SHEET No. - C-2	
CADD FILE - 17052-G2	

EXISTING UTILITY POLE WITH OVERHEAD UTILITY LINE TYPICAL

EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 83/190

COLDSBOROUGH NECK ROAD

40' RIGHT-OF-WAY

TO VILLA LANE

925.16'

N 27°30'02" E

N 19°36'44" E 59.93'

N 62°25'23" W 60.73'

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

EXISTING 10' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 83/190

N 81°54'58" E

T.M. 25, PARCEL 155
LANDS N/F OF
ALISON BIRD FREELAND CELB, et al
2336/454
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - RESIDENTIAL

EXISTING 30' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 83/190

FOREST PROTECTION AREA "B"
AREA = 0.429 ACRES±
SEE PLAT CABINET 83/190

FOREST PROTECTION AREA "A"
AREA = 0.820 ACRES±
SEE PLAT CABINET 83/190

EXISTING STORMWATER MANAGEMENT POND

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

STORMWATER MANAGEMENT EASEMENT AREA SEE PLAT CABINET 83/190

EXISTING STORMWATER MANAGEMENT POND

EXISTING PLANTER

CRITICAL AREA - RCA ZONE - A-1
CRITICAL AREA - IDA ZONE - BC

Ch'd = S 57°49'37" W
402.24'
R = 1000.00'
L = 405.00'

EXISTING SEWAGE DISPOSAL AREA TO BE REMOVED

EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 4/35

EXISTING BUILDING

Ch'd = S 60°27'02" W
63.47'
R = 1000.00'
L = 63.48'

N 69°02'27" W

EXISTING LIGHT POLE TO BE RELOCATED

EXISTING 40' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

EXISTING BUILDING "A"

EXISTING PAVED PARKING

EXISTING PROPERTY LINE TO BE REMOVED

EXISTING SEWAGE DISPOSAL AREA TO BE REMOVED

CLEBE ROAD
RIGHT-OF-WAY VARIES

T.M. 25, PARCEL 46, LOT 17
LANDS N/F OF
TALBOT SOIL CONSERVATION DISTRICT
1295/377
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - EXEMPT COMMERCIAL

266.53'

1000'

APPROXIMATE LOCATION OF EXISTING UNDERGROUND GAS LINE

EXISTING BUILDING "B"

EXISTING FENCED STORAGE AREA

EXISTING PAVED ACCESS ROAD

EXISTING BUILDING "C"

EXISTING WELL

Ch'd = N 82°46'07" W
155.43'
R = 80.00'
L = 213.00'

EXISTING 15' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

S 83°30'14" W
23.50'

EXISTING TREE TO BE REMOVED

MARY'S COURT
60' RIGHT-OF-WAY

EXISTING BUILDING

TO COMMERCE DRIVE

S 33°14'33" W 10'

602.96'

T.M. 25, PARCEL 46, LOT 15
LANDS N/F OF
JASCO CORPORATION
1843/502
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - INDUSTRIAL

EXISTING FOREST CONSERVATION AREA SEE PLAT CABINET 4/35

S 26°43'51" E 132.81'

S 04°26'51" E 158.38'

S 19°19'25" E 116.78'

600.17'

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

T.M. 25, PARCEL 46, LOT 12
LANDS N/F OF
TCP #12, LLC
1476/604
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - INDUSTRIAL

NOTE:
ALL EXISTING WELLS ARE TO BE LOCATED AND MUST BE PROPERLY ABANDONED AND SEALED BY A LICENSED WELL DRILLER BEFORE DEMOLITION OF THE EXISTING DWELLINGS

GRAPHIC SCALE
50 0 25 50 100
1 inch = 50 ft.

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TOWN OF EASTON ENGINEER

TOWN OF EASTON

TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS

TALBOT SOIL CONSERVATION DISTRICT

PROFESSIONAL CERTIFICATION:
I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE No. 17660 EXPIRATION DATE: 2024

STATE OF MARYLAND · WILLIAM THOMAS MOORE JR. · No. 17660 · REGISTERED PROFESSIONAL ENGINEER

3-22-22
DATE SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
ENGINEERING, DRAFTING/DESIGN,
ENVIRONMENTAL SERVICES & SURVEYING
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE : 1-443-262-9130
FAX : 1-443-262-9148

DATE	REVISION
6-22-20	PER COMMENTS
6-22-20	REVISED DEDICATION AREA
10-6-22	REVISED STREAM BUFFER

EXISTING CONDITIONS AND DEMOLITION PLAN
ON LOTS 16 AND 20 IN
TALBOT COMMERCE PARK
IN THE TOWN OF EASTON
TAX MAP - 25, GRID - 22, PARCEL - 46, LOTS - 16 & 20
FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND
PREPARED FOR : LOT 16 LLC

DATE	SCALE
DECEMBER '19	1" = 50'
JOB No. 2017052	DRAWN BY WJM
FOLDER Ref. 25-2017052	DESIGNED BY WTD, Jr.
SHEET No. - C-3	
CADD FILE - 17052-G3	

AREA TO BE DEDICATED TO TALBOT COUNTY ROAD DEPARTMENT AREA = 0.923 ac.±

EXISTING UTILITY POLE WITH OVERHEAD UTILITY LINE TYPICAL

EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT TO BE EXTINGUISHED SEE PLAT CABINET 83/190

COLDSBOROUGH NECK ROAD — 40' RIGHT-OF-WAY

TO VILLA LANE

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

EXISTING 10' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 83/190

EXISTING 30' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 83/190

T.M. 25, PARCEL 155
LANDS N/F OF
ALISON BIRD FREELAND CELB, et al
2336/454
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – RESIDENTIAL

EXISTING STORMWATER MANAGEMENT POND

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

RECONFIGURED FOREST PROTECTION AREA "B" AREA = 0.313 ACRES± SEE PLAT CABINET 83/190

NEW FOREST PROTECTION AREA AREA = 0.219 ACRES±

RECONFIGURED FOREST PROTECTION AREA "A" AREA = 0.718 ACRES± SEE PLAT CABINET 83/190

STORMWATER MANAGEMENT EASEMENT AREA SEE PLAT CABINET 83/190

EXISTING STORMWATER MANAGEMENT POND

CRITICAL AREA – RCA ZONE – A-1
CRITICAL AREA – IDA ZONE – BC

EXISTING PROPERTY LINE TO BE REMOVED

EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 4/35

EXISTING 40' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

EXISTING BUILDING

EXISTING BUILDING "A"

EXISTING PAVED PARKING

EXISTING BUILDING "B"

EXISTING FENCED STORAGE AREA

EXISTING PAVED ACCESS ROAD

EXISTING BUILDING "C"

EXISTING FOREST CONSERVATION AREA SEE PLAT CABINET 4/35

T.M. 25, PARCEL 46, LOT 17
LANDS N/F OF
TALBOT SOIL CONSERVATION DISTRICT
1295/377
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – EXEMPT COMMERCIAL

T.M. 25, PARCEL 46, LOT 12
LANDS N/F OF
TCP #12, LLC
476/604
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – INDUSTRIAL

T.M. 25, PARCEL 46, LOT 15
LANDS N/F OF
JASCO CORPORATION
1943/502
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – INDUSTRIAL

CLEBBE ROAD — RIGHT-OF-WAY VARIES

MARY'S COURT — 60' RIGHT-OF-WAY

TO COMMERCE DRIVE

AREA OF EXISTING CRITICAL AREA DESIGNATION (RCA) TO BE REDESIGNATED (IDA) (AREA = 8.348 AC.±)

GRAPHIC SCALE
50 0 25 50 100
1 inch = 50 ft.

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TOWN OF EASTON ENGINEER

TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS

TOWN OF EASTON

TALBOT SOIL CONSERVATION DISTRICT

PROFESSIONAL CERTIFICATION:
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STATE OF MARYLAND — WILLIAM THOMAS MOORE — No. 17660 — REGISTERED PROFESSIONAL ENGINEER

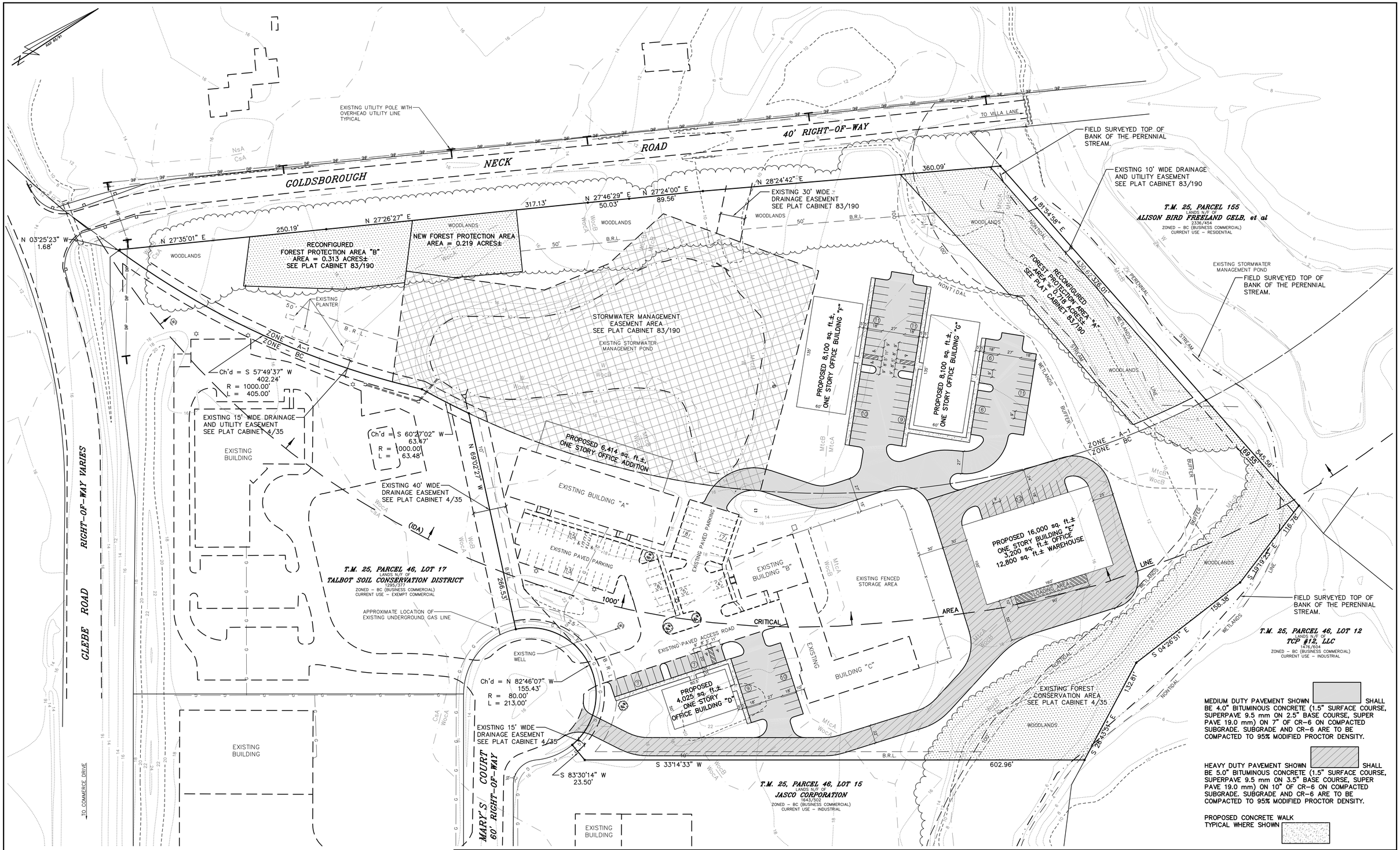
3-22-22
DATE SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
ENGINEERING, DRAFTING/DESIGN,
ENVIRONMENTAL SERVICES & SURVEYING
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE : 1-443-262-9130
FAX : 1-443-262-9148

DATE	REVISION
6-22-20	PER COMMENTS
3-22-22	REVISED DEDICATION AREA
4-26-22	REVISED GROWTH ALLOCATION
10-6-22	REVISED STREAM BUFFER

GROWTH ALLOCATION PLAN
ON LOTS 16 AND 20 IN
TALBOT COMMERCE PARK
IN THE TOWN OF EASTON
TAX MAP – 25, GRID – 22, PARCEL – 46, LOTS – 16 & 20
FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND
PREPARED FOR : LOT 16 LLC

DATE	SCALE
DECEMBER '19	1" = 50'
JOB No.	DRAWN BY
2017052	WJM
FOLDER Ref.	DESIGNED BY
25-2017052	WTD, Jr.
SHEET No. – C-4	
CADD FILE – 17052-G4	


COLDSBOROUGH NECK ROAD
40' RIGHT-OF-WAY
TO VILLA LANE
EXISTING UTILITY POLE WITH OVERHEAD UTILITY LINE TYPICAL
FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.
EXISTING 10' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 83/190
T.M. 25, PARCEL 155
LANDS N/F OF
ALISON BIRD FREELAND CELB, et al
2336/454
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - RESIDENTIAL
EXISTING STORMWATER MANAGEMENT POND
N 03°25'23" W 1.68'
N 27°35'01" E
250.19'
N 27°26'27" E
317.13'
N 27°46'29" E 50.03'
N 27°24'00" E 89.56'
N 28°24'42" E
360.09'
N 81°54'56" E
RECONFIGURED FOREST PROTECTION AREA "B" AREA = 0.313 ACRES± SEE PLAT CABINET 83/190
NEW FOREST PROTECTION AREA AREA = 0.219 ACRES±
EXISTING 30' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 83/190
RECONFIGURED FOREST PROTECTION AREA "A" AREA = 0.718 ACRES± SEE PLAT CABINET 83/190
4,150,623.76'
STORMWATER MANAGEMENT EASEMENT AREA SEE PLAT CABINET 83/190
EXISTING STORMWATER MANAGEMENT POND
EXISTING PLANTER
PROPOSED 8,100 sq. ft.± ONE STORY OFFICE BUILDING "F"
PROPOSED 8,100 sq. ft.± ONE STORY OFFICE BUILDING "G"
ZONE - A-1
ZONE - BC
Ch'd = S 57°49'37" W 402.24'
R = 1000.00'
L = 405.00'
EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 4/35
EXISTING BUILDING
Ch'd = S 60°27'02" W 63.47'
R = 1000.00'
L = 63.48'
PROPOSED 6,414 sq. ft.± ONE STORY OFFICE ADDITION
N 69°02'27" W
EXISTING 40' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35
EXISTING BUILDING "A"
EXISTING PAVED PARKING
EXISTING BUILDING "B"
EXISTING FENCED STORAGE AREA
PROPOSED 16,000 sq. ft.± ONE STORY BUILDING "E" 3,200 sq. ft.± OFFICE 12,800 sq. ft.± WAREHOUSE
LOADING AREA
545.56'
S 19°19'23" E
116.78'
158.38'
S 04°26'51" E
132.81'
S 26°43'51" E
602.96'
S 33°14'33" W
FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.
T.M. 25, PARCEL 46, LOT 12
LANDS N/F OF
TCP #12, LLC
1876/604
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - INDUSTRIAL
T.M. 25, PARCEL 46, LOT 17
LANDS N/F OF
TALBOT SOIL CONSERVATION DISTRICT
1295/377
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - EXEMPT COMMERCIAL
APPROXIMATE LOCATION OF EXISTING UNDERGROUND GAS LINE
EXISTING WELL
PROPOSED 4,025 sq. ft.± ONE STORY OFFICE BUILDING "D"
EXISTING PAVED ACCESS ROAD
EXISTING BUILDING "C"
CRITICAL AREA
Ch'd = N 82°46'07" W 155.43'
R = 80.00'
L = 213.00'
EXISTING 15' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35
S 83°30'14" W 23.50'
T.M. 25, PARCEL 46, LOT 15
LANDS N/F OF
JASCO CORPORATION
1643/502
ZONED - BC (BUSINESS COMMERCIAL)
CURRENT USE - INDUSTRIAL
EXISTING FOREST CONSERVATION AREA SEE PLAT CABINET 4/35
CLEBE ROAD RIGHT-OF-WAY VARIES
MARY'S COURT 60' RIGHT-OF-WAY
TO COMMERCE DRIVE
EXISTING BUILDING
EXISTING BUILDING
EXISTING BUILDING
WOODLANDS
NONTIDAL
WETLANDS
STREAM
BUFFER
LINE
B.R.L.
(1A)
(2A)
(3A)
(4A)
(5A)
(6A)
(7A)
(8A)
(9A)
(10A)
(11A)
(12A)
(13A)
(14A)
(15A)
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(24A)
(25A)
(26A)
(27A)
(28A)
(29A)
(30A)
(31A)
(32A)
(33A)
(34A)
(35A)
(36A)
(37A)
(38A)
(39A)
(40A)

EXISTING UTILITY POLE WITH OVERHEAD UTILITY LINE TYPICAL

COLDSBOROUGH NECK ROAD — 40' RIGHT-OF-WAY

TO VILLA LANE

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

EXISTING 10' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 83/190

T.M. 25, PARCEL 155
LANDS N/F OF
ALISON BIRD FREELAND CELB, et al
2336/454
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – RESIDENTIAL

EXISTING STORMWATER MANAGEMENT POND

FIELD SURVEYED TOP OF BANK OF THE PERENNIAL STREAM.

N 03°25'23" W 1.68'

N 27°35'01" E 250.19'

N 27°26'27" E 317.13'

N 27°46'29" E 50.03'

N 27°24'00" E 89.56'

N 28°24'42" E 360.09'

N 81°54'56" E 376.01'

RECONFIGURED FOREST PROTECTION AREA "B" AREA = 0.313 ACRES± SEE PLAT CABINET 83/190

NEW FOREST PROTECTION AREA AREA = 0.219 ACRES±

RECONFIGURED FOREST PROTECTION AREA "A" AREA = 0.718 ACRES± SEE PLAT CABINET 83/190

EXISTING 30' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 83/190

STORMWATER MANAGEMENT EASEMENT AREA SEE PLAT CABINET 83/190

EXISTING STORMWATER MANAGEMENT POND

EXISTING PLANTER

B.R.L.

ZONE – A-1
ZONE – BC

Ch'd = S 57°49'37" W 402.24'
R = 1000.00'
L = 405.00'

EXISTING 15' WIDE DRAINAGE AND UTILITY EASEMENT SEE PLAT CABINET 4/35

EXISTING BUILDING

Ch'd = S 60°27'02" W 63.47'
R = 1000.00'
L = 63.48'

N 69°02'27" W 266.53'

EXISTING 40' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

PROPOSED 8,100 sq. ft.± ONE STORY OFFICE BUILDING "F"

PROPOSED 8,100 sq. ft.± ONE STORY OFFICE BUILDING "G"

PROPOSED 6,414 sq. ft.± ONE STORY OFFICE ADDITION

EXISTING BUILDING "A"

EXISTING PAVED PARKING

EXISTING BUILDING "B"

EXISTING FENCED STORAGE AREA

PROPOSED 16,000 sq. ft.± ONE STORY BUILDING "E" 3,200 sq. ft.± OFFICE 12,800 sq. ft.± WAREHOUSE

LOADING AREA

CRITICAL AREA

EXISTING PAVED ACCESS ROAD

EXISTING BUILDING "C"

PROPOSED 4,025 sq. ft.± ONE STORY OFFICE BUILDING "D"

EXISTING WELL

Ch'd = N 82°46'07" W 155.43'
R = 80.00'
L = 213.00'

EXISTING 15' WIDE DRAINAGE EASEMENT SEE PLAT CABINET 4/35

S 33°14'33" W 602.96'

S 83°30'14" W 23.50'

EXISTING FOREST CONSERVATION AREA SEE PLAT CABINET 4/35

S 49°19'25" E 158.38'

S 04°26'51" E 132.81'

S 26°43'54" E 116.78'

S 45°56'39" E 69.35'

T.M. 25, PARCEL 46, LOT 17
LANDS N/F OF
TALBOT SOIL CONSERVATION DISTRICT
1295/377
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – EXEMPT COMMERCIAL

APPROXIMATE LOCATION OF EXISTING UNDERGROUND GAS LINE

T.M. 25, PARCEL 46, LOT 15
LANDS N/F OF
JASCO CORPORATION
1843/502
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – INDUSTRIAL

T.M. 25, PARCEL 46, LOT 12
LANDS N/F OF
TCP #12, LLC
1476/604
ZONED – BC (BUSINESS COMMERCIAL)
CURRENT USE – INDUSTRIAL

CLEBE ROAD — RIGHT-OF-WAY VARIES

MARY'S COURT — 60' RIGHT-OF-WAY

TO COMMERCE DRIVE

EXISTING BUILDING

EXISTING BUILDING

AREA SHOWN DEPICTS MICRO-BIORETENTION AREAS

GRAPHIC SCALE
50 0 25 50 100
1 inch = 50 ft.

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TOWN OF EASTON ENGINEER

TOWN OF EASTON

TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS

TALBOT SOIL CONSERVATION DISTRICT

PROFESSIONAL CERTIFICATION:
I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE No. 17660
EXPIRATION DATE: 2024

STATE OF MARYLAND — WILLIAM THOMAS DAVIS, JR. — No. 17660 — PROFESSIONAL ENGINEER

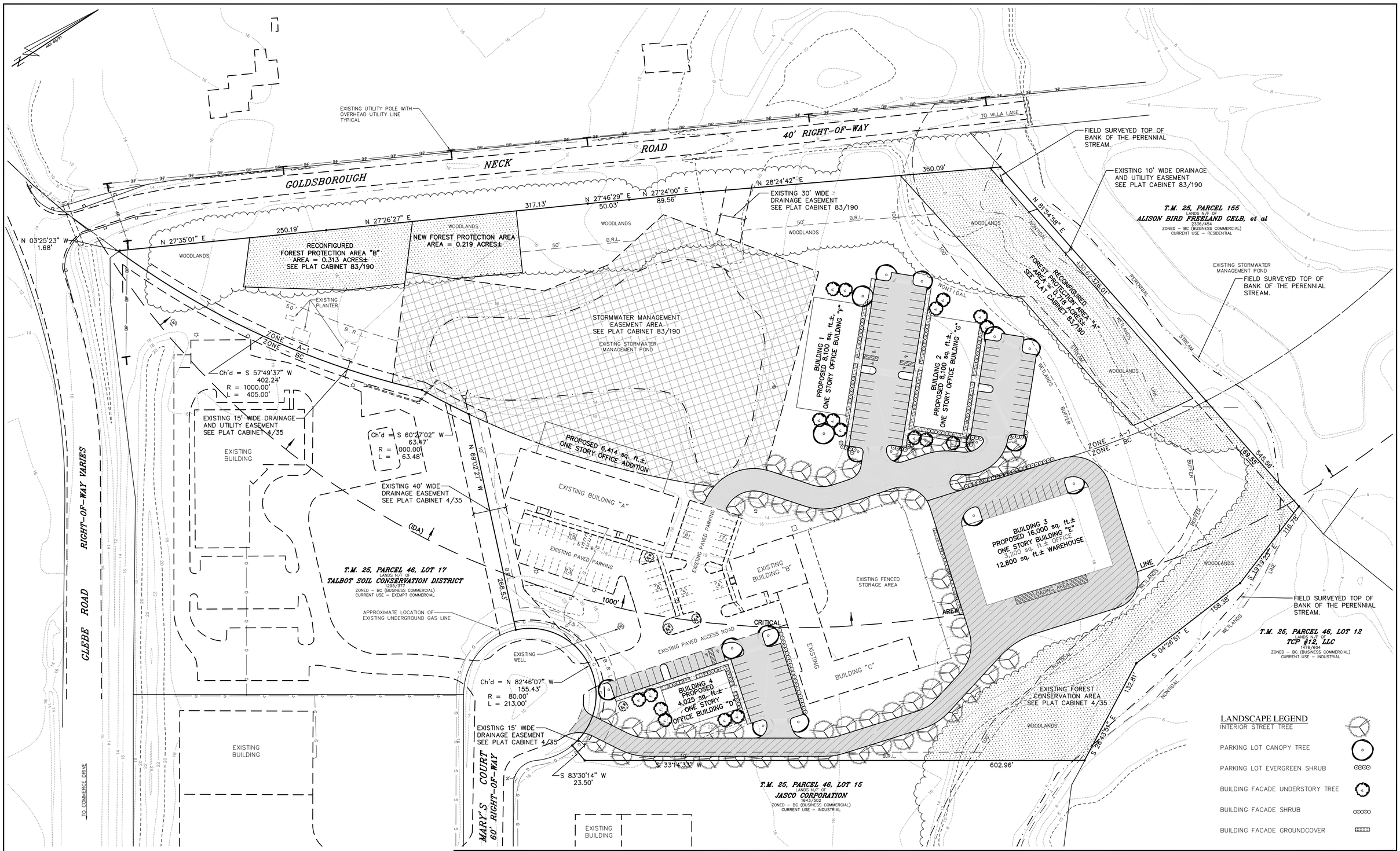
3-22-22
DATE SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
ENGINEERING, DRAFTING/DESIGN,
ENVIRONMENTAL SERVICES & SURVEYING
P.O. BOX 80
CENTREVILLE, MARYLAND 21617
PHONE : 1-443-262-9130
FAX : 1-443-262-9148

DATE	REVISION
6-22-20	PER COMMENTS
3-22-22	REVISED DEDICATION AREA
10-6-22	REVISED STREAM BUFFER

CONCEPTUAL STORMWATER MANAGEMENT PLAN
ON LOTS 16 AND 20 IN
TALBOT COMMERCE PARK
IN THE TOWN OF EASTON
TAX MAP – 25, GRID – 22, PARCEL – 46, LOTS – 16 & 20
FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND
PREPARED FOR : LOT 16 LLC

DATE	SCALE
DECEMBER '19	1" = 50'
JOB No. 2017052	DRAWN BY WJM
FOLDER Ref. 25-2017052	DESIGNED BY WTD, Jr.
SHEET No. – C-6	
CADD FILE – 17052-G6	



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TOWN OF EASTON ENGINEER

TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS

TOWN OF EASTON

TALBOT SOIL CONSERVATION DISTRICT

STATE OF MARYLAND — DAVID W. HUSTEAD — 200056 — LANDSCAPE ARCHITECT

3-22-22
DATE SEAL

DAVIS, MOORE, SHEARON & ASSOCIATES, LLC
P.O. BOX 80
CENTREVILLE, MARYLAND 21617

HUSTEAD Landscape Architecture, LLC
120 Bay Meadows Lane Stevensville, MD. 21666
Phone : 443.988.2294
E-mail: Vhustead@Husteadla.com Web: www.Husteadla.com

DATE	REVISION
6-22-20	PER COMMENTS
3-22-22	REVISED DEDICATION AREA
10-6-22	REVISED STREAM BUFFER

CONCEPTUAL LANDSCAPE PLAN

ON LOTS 16 AND 20 IN

TALBOT COMMERCE PARK

IN THE TOWN OF EASTON

TAX MAP - 25, GRID - 22, PARCEL - 46, LOTS - 16 & 20

FIRST ELECTION DISTRICT, TALBOT COUNTY, MARYLAND

PREPARED FOR : LOT 16 LLC

DATE	SCALE
DECEMBER '19	1" = 50'
JOB No. 2017052	DRAWN BY WJM
FOLDER Ref. 25-2017052	DESIGNED BY WTD, Jr.

SHEET No. - C-7

CADD FILE - 17052-G7

CRITICAL AREA
ENVIRONMENTAL IMPACT ASSESSMENT

Talbot Commerce Park
In the Town of Easton
Thomas R. Cohee
28580 Marys Court
Easton, Maryland 21601

TALBOT COUNTY

28580 Court
Tax Map 0025
Grid 22
Parcels: 0046 Lots 16 & 20

M. Stark McLaughlin
Environmental Planner – Forester
Fink, Whitten & Associates, LLC
113 East Dover Street -C
Easton, MD 21601
410-822-8484

March 12, 2020

Revised October 6, 2022

TABLE OF CONTENTS

Introduction

Natural Resources Inventory

Environmental Factors Management Plans

Summary, Conclusions and Recommendations

Attachments - None

Introduction

A. Statutory Requirements: The Talbot County Code and Town of Easton, Critical Area requires several factors be considered in the planning for land development or subdivision activities in the Chesapeake Bay Critical Area. The purpose of this Environmental Assessment is:

1.) ***To summarize an inventory of the Natural Resources that affect or may be impacted by this subdivision; and***

2.) ***To propose design and resource management techniques that avoid, protect, minimize, enhance, manage or otherwise mitigate impacts to these Natural Resources.***

This Assessment includes those portions of the site both within the Critical Area and non-Critical Areas lands. The parcels contain Critical Area acreage of 3.505 (IDA) Lot 16 and 8.348 acres (RCA) for a total of 11.853 acres. Out of the Critical Area remaining lands equal 3.050 acres. This assessment is designed for compliance with the protection and management of the Natural Resource and Land Use factors and issues found in the Easton and Talbot County Code.

B. Project Summary: This project represents a revision of the Critical Area Designation from RCA on Lot 20 to IDA as a growth allocation. The northern boundary of Lot 20 is located 700' +- from the tidal waters of Glebe Creek. The purpose of this project is to obtain approval for an addition to one of the existing office buildings and construction of 4 new office buildings, 2 in the BC zoning and 2 in the A1 zoning district.

C. Project Location: The project is located at 28580 Marys Court Easton, Maryland 201601 The site is designated as Tax Map 0025 Parcel 0046, Lots 16 and 20.

D. Project Site Description: The site is located at the end of Marys Court in the Talbot Commerce Park, in the Town of Easton. The site consists of 2 existing lots (16 and 20) that are to be combined into one new lot. The site is zoned -A1 (Agricultural District) and BC (Business Commercial) The A1 zone is located entirely within the Critical Area and designated as RCA (Resource Conservation). Existing Lot 20 is vacant and has the regional stormwater management pond located on site. Lot 16 is the current location of 2 existing office buildings and associated parking.

Natural Resources Inventory:

A. Soils: There are several soil types mapped on the project site. Those soils having a "K" factor greater than 0.35, indicating potential for erosion are marked with a (*) in the table below. Mapped hydric soils on the site are marked as (**). There is no evidence of "farmed wetland" indicators on the site. The soils inventory is summarized on the table below. *No highly erodible soils with slopes greater than 15% are located within the proposed lots.* ***Highly***

Erodible Soils are defined as soils with slopes greater than 15% or soils with a "K"value greater than 0.35 and slopes greater than 5%. *No slopes greater than 15% are located on soils listed or "K" values and slopes greater than 5% are located on the sites. Soils on open ground listed as highly erodible by the USDA Soils Conservation Service Talbot County are present within the remaining acres but the slopes do not exceed 5% therefore the criteria for highly erodible soils is not met for those soils.*
(*) "K" factor greater than 0.35

CsA Crosiadore silt loam, 0 to 2 percent slopes
MtcA Mattapex silt loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain
MtcB Mattapex silt loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain
WocA Woodstown loam, 0 to 2 percent slopes, Mid-Atlantic Coastal Plain
WocB Woodstown loam, 2 to 5 percent slopes, Mid-Atlantic Coastal Plain
**Zk Zekiah silt loam, frequently flooded 0.7 4.6%
Totals for Area of Interest 14.9 100.0%
(**) Hydric soils

B. Tidal Wetlands: No Tidal Wetlands exist on the site.

C. Non-tidal Wetlands: Non-tidal wetlands exist only near the edges of the stream course and are buffered by existing protected forest cover. No nontidal wetland impacts are resulting from the proposed development activities. (Lot 16 = 0.228 acres Lot 20 = 0.225 acres.)

D. Tributary Streams: The site has two mapped streams. An intermittent drainage area is located on the east side of the site located within the wooded area along the property line. The channel is comprised of a flat nontidal wetland and originates within the woodland drainage to the north. The second stream is a perennial flowing from the north to the channel and is well defined by several meandering and changing flats leading to the out fall into Glebe Creek. Woodland Stream Buffers comprise 1.133 acres of the site.

E. Forest: (4.25 acres) The forested portions of the site are comprised of a mix of mature hardwoods and planted loblolly pine, red bud and eastern red cedars. Mature red oaks, yellow poplar, sweet gums, red maples and holly comprise the interior of the forested areas and black locust, black cherry, black walnut, sassafras and persimmons dominate the outer edges.

F. Plant and Wildlife Habitat: A search of the DNR Heritage Data Base determined that no Threatened, Endangered or Species of State or Federal concern are known to occur near the site.

Environmental Factors Management Plans

In accordance with the Talbot County Code, Article VI, Sections §190-133 thru §190-145, the creation of the new lots avoid, protects, enhances, manages and/or otherwise mitigates impacts to environmental and land use factors as follows:

§190-133 Agricultural Uses- No agricultural lands exist on the site.

§190-134 Forest Activities- Forest and tree removal or harvest activities are currently limited to the salvage of downed trees which fall into the open acres of the site.. Tree removals are restricted in Critical Areas, individual trees may be removed with a Forest Preservation and Buffer Management Plan any removals will be mitigated for at prescribed ratios. Additional forest plantings have been established past for the requirements of the Forest Conservation Plan. No tree removals are proposed or required for this site development. The site is currently 28.5% forested.

§190-135 Stormwater- The proposed lots will be developed in accordance with the "2000 Maryland Stormwater Design Manual", Environmentally Sensitive Development Criteria (Chapter 5 – Stormwater Credits for Innovative Site Planning). Deviation from these criteria shall require approval from the Talbot County Department of Public works prior to any development activities.

§190-136 Lot Coverage- Total lot coverage Zone A-1 = 4.5% (0.372 acres) Zone BC = 18.4% (1.207 acres)

§190-137 Tributary Stream Management- Perennial tributary streams are located within the proposed lot is too remain protected by existing forest buffers.

§190-138 Habitat Protection Areas, Habitat Protection Plans-

A review of the available information regarding the presence of rare, threatened and endangered species, historic sites, and critical habitats (DNR Merlin). Indicate no official State or Federal records for listed plant or animal species within the delineated area. This site adjoins and area that may contain habitat for Forest Interior Nesting Birds (FIDS). Current design criteria do consider this habitat and the guidelines for protection. No forest clearing or disturbances are proposed.

§190-139 Shoreline Development Buffer- No shoreline exists on this site.

§190-140 Nontidal Wetlands- Nontidal wetlands are associated with the forest edge of the drainage outlets on the site. These wetlands are protected with a minimum 25' buffer. No nontidal wetlands are located within the existing development activities.

§190-141 Threatened and Endangered Species; Species in Need of Conservation- The Department of Natural Resources website identified no Threatened and Endangered Species on the Lots. The proposed development activities do not occur within the forested portions of the site.

§190-142 Plant and Wildlife Habitat Areas- Glebe Creek is mapped as historic waterfowl staging areas. There are no mapped or observed colonial water bird nesting sites on this property or adjoining the farms. There are not currently mapped or active bald eagle nests observed on or near the farm. Except for the forested Buffer fringe, there is no riparian forest and no forest areas used for breeding area by Forest Interior Dwelling Birds (FIDS). The size and composition of the forest on this site does not provide adequate habitat for FIDS. The site does adjoin though disconnected by roads larger blocks of forest lands. There are no mapped or

observed Natural Heritage Areas on the farm. Except for the non-tidal wetland protection proposals discussed previously, there is no other known plant or wildlife habitat area on the farm. There are no mapped Natural Heritage Areas.

§190-143 Anadromous Fish Propagation Waters- There are no Anadromous Fish Propagation Waters associated with the parcel. Glebe Creek is not mapped as an Anadromous Fish Propagation Water. Regardless, this project is limited to lots with ample buffering of development impacts to the waters of the State.

§190-144 Shoreline Stabilization Measures- No shoreline stabilization measures are proposed or needed.

§190-145 Erosion and Sediment Control- All development activities for individual lot improvements will require separate Erosion and Sediment Control plans approved by the Talbot County Soil Conservation District with related NPDES-NOI approvals as required. Talbot Public Works approval of Storm water Plans will be coordinated with these approvals for overall water quality. The disturbance of the site will be limited to the installation office space, parking and driveways. The final actual area of the limits of disturbance will be on the individual required Erosion and Sediment Control plans.

SUMMARY, CONCLUSIONS AND RECOMMENDATIONS

The revisions to this property, combining and revising lines of division, and changing the zoning designation will have no significant habitat protection issues. When the buffers and protective setback measures shown on the plat are adhered to, and if best management practices for sediment control and storm water management are utilized and enforced, development activities related to the future development of these lots with related driveways and potential buildings as proposed should not cause undue impact to sensitive areas.

ATTACHMENTS

none

TOWN OF
EASTON
ENGINEERING DEPARTMENT

DATE: **November 14, 2022**

TO: **Tom Davis - DMS**

cc: **Tom Cohee - Owner**
Brendan Mullaney - MDSW
Sierra Crist - Town of Easton Engineering Department
Miguel Salinas - Town of Easton Planning & Zoning Department
Joe Mayer - Town of Easton Planning & Zoning Department

FROM: **Rick Van Emburgh, P.E. – Town Engineer**

SUBJECT: **Talbot Commerce Park - Lot 16 - Growth Allocation**
Sketch Stormwater Management Plan Review

I reviewed the Application for the Subject project received on 10/17/2022.

Stormwater Management

Please revise the **Sketch Stormwater Management Plan** to address the following comments:

1. Provide Required and Provided calculations for each Drainage Area as well as the total project area. The calculations for the total project area are acceptable.
2. Provide an ESD Summary Chart (similar to TOE-SWM-7.01) on the plan.
3. Provide SWM Quantity calculations.
4. Provide a SWM Quantity Summary Chart (similar to TOE-SWM-7.02) on the plan.

While I would approve the Sketch Stormwater Management Plan related to **Quality** Management and Critical Area 10% calculations, I do not have any **Quantity** Management calculations to review or approve. Therefore Sketch Stormwater Management approval as a whole cannot yet be given.

Please address the comments above and submit a revised Sketch Stormwater Management Plan.

Please contact me if you have any questions. Thank you.

September 22, 2022

Stark McLaughlin
Fink, Whitten, & Associates
113 E Dover Street
Easton, MD 21601

RE: Talbot Commerce Park, Lots 16 and 20

Mr. McLaughlin,

A site visit was conducted at Lots 16 and 20 in the Talbot Commerce Park on Mary's Court in Easton on August 19, 2022. The purpose of the site visit was to confirm the extent of Waters of the State in an area proposed for development. I concur with delineation of wetland resources indicated on the Conceptual Site Plan prepared by Davis, Moore, Shearon, and Associates, dated December 2019. No authorization is required from the MDE Wetlands and Waterways Divisions to construct the project as proposed. Please contact me at (443) 717-0951 or mieko.camp@maryland.gov with any questions.

Sincerely,

Mieko Camp

Mieko Camp
Natural Resources Planner
Nontidal Wetlands Division

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor

Charles C. Deegan
Chairman
Katherine Charbonneau
Executive Director

STATE OF MARYLAND
CRITICAL AREA COMMISSION
CHESAPEAKE AND ATLANTIC COASTAL BAYS

August 25, 2022

Mr. Joseph Mayer
Town of Easton Planning and Zoning
14 South Harrison Street
Easton, MD 21601

Re: Mary's Court Site Plan
Growth Allocation (TM 25, P 46, Lots 16 &20)

Dear Mr. Mayer:

Thank you for providing information on the above-referenced project. The application is requesting 8.348 acres of growth allocation from the Town of Easton to change a portion of the Critical Area designation on the above-referenced property from Resource Conservation Area (RCA) to Intensely Developed Area (IDA). Lot 16 is 6.56 acres, with 3.51 acres located in the Critical Area and designated as IDA, while Lot 20 is 8.35 acres and is designated as RCA. If approved, the growth allocation will allow the property to be developed for commercial use as a part of Talbot Commerce Park.

Based on the information provided, we have the following comments regarding the proposed growth allocation request:

1. Prior to Critical Area Commission review and approval, the growth allocation proposal must go through the supplemental growth allocation process which includes local approval from both the Town of Easton and Talbot County.

2. The project must meet the standards and address the factors found in Natural Resources Article 8-1808.1 and COMAR 27.01.02.06. This information is required to be submitted by the Town of Easton as part of the application for growth allocation to the Critical Area Commission, per COMAR 27.01.02.06-1 and COMAR 27.01.02.06-2.

   Based on preliminary review of the submitted materials by Commission staff, it appears that the growth allocation request can meet adjacency and IDA size standards (1), (2), (5), and (6) found in the Town's Zoning Ordinance (§228-401.8.E). However, additional information is required to ensure that the location standards found in (3), (4) and (7) are met.

3. Please have the applicant provide information on how the growth allocation factors outlined in §228-401.8.F are addressed.

4. The project has a 100-foot Buffer on the site from a perennial stream. It appears that a portion of the 100-foot Buffer is not currently established in native vegetation. The applicant will be required to submit a Buffer Management Plan that provides full establishment of the 100-foot Buffer.

5. The site plan denotes the Buffer as a "100-foot nontidal wetland buffer." It appears that the Buffer has been drawn from the edge of nontidal wetlands and not from the edge of each bank of the tributary stream, as required per COMAR 27.01.09.01. Please have the applicant revise the Buffer delineation accordingly.

6. The applicant proposes to treat stormwater for the project using environmental site design (ESD) features. However, the 10% worksheets and stormwater plans were not provided to this office as part of the application. Please have the applicant forward these plans to this office for review and comment.

7. It is our understanding from previous conversations with the applicant's attorney that a portion of Lot 16 along Goldsborough Neck Road is to be transferred to Talbot County prior to the request for growth allocation. Please have the applicant provide information verifying whether this has been completed. If this has not been executed, then additional growth allocation acreage will be required for this portion of the lot.

8. Please have the applicant provide information explaining why Forest Protection Areas A and B are required to be modified. In addition, please have the applicant provide information to this office regarding the easements for both forest protection areas and the stormwater management areas for review.

9. We note that in several places within the application letter and environmental report that the growth allocation request is for conversion of Limited Development Area (LDA) to IDA instead of RCA to IDA. Please have the applicant correct these discrepancies.

Thank you for the opportunity to provide comments. Please have the applicant submit the above information to this office. If you have any questions, please contact me at nick.kelly@maryland.gov or (410) 260-3483.

Nick Kelly
Regional Program Chief

cc: Alex DeWeese, Critical Area Commission

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor

Charles C. Deegan
Chairman
Katherine Charbonneau
Executive Director

STATE OF MARYLAND
CRITICAL AREA COMMISSION
CHESAPEAKE AND ATLANTIC COASTAL BAYS

October 6, 2022

Mr. Joseph Mayer
Town of Easton Planning and Zoning
14 South Harrison Street
Easton, MD 21601

Re: Mary's Court Site Plan
Growth Allocation (TM 25, P 46, Lots 16 &20)

Dear Mr. Mayer:

Thank you for providing revised information regarding the Buffer and stormwater management for the above-referenced project. The application is requesting 8.348 acres of growth allocation from the Town of Easton to change a portion of the Critical Area designation on the above-referenced property from Resource Conservation Area (RCA) to Intensely Developed Area (IDA). Lot 16 is 6.56 acres, with 3.51 acres located in the Critical Area and designated as IDA, while Lot 20 is 8.35 acres and is designated as RCA. If approved, the growth allocation will allow the property to be developed for commercial use as a part of Talbot Commerce Park.

Based on the information provided, and based on a conversation with the applicant's consultant, we have the following comments regarding the proposed growth allocation request:

1. Prior to Critical Area Commission review and approval, the growth allocation proposal must go through the supplemental growth allocation process which includes local approval from both the Town of Easton and Talbot County.

2. The project must meet the standards and address the factors found in Natural Resources Article 8-1808.1 and COMAR 27.01.02.06. This information is required to be submitted by the Town of Easton as part of the application for growth allocation to the Critical Area Commission, per COMAR 27.01.02.06-1 and COMAR 27.01.02.06-2.

   Based on preliminary review of the submitted materials by Commission staff, it appears that the growth allocation request can meet adjacency and IDA size standards (1), (2), (5), and (6) found in the Town's Zoning Ordinance (§228-401.8.E). However, additional information is required to ensure that the location standards found in (3), (4) and (7) are met.

3. Please have the applicant provide information on how the growth allocation factors outlined in §228-401.8.F of the Town's Critical Area Code are addressed.

4. The project has a 100-foot Buffer on the site from a perennial stream. We have received a revised plan from the applicant's consultant that shows that the 100-foot Buffer on the growth allocation site is currently established in native vegetation. Based on these revised plans, establishment of the Buffer is not required as part of the growth allocation process.

   We do note that portions of the Buffer on sites not associated with the growth allocation request are not fully established. Future development on these lots will be subject to meeting Buffer establishment requirements found within the Town's Critical Area Code.

5. The applicant proposes to treat stormwater for the project using eight microbioretention areas. In reviewing the updated conceptual 10% spreadsheet, drainage area maps, and stormwater narrative, it appears that the project can meet Critical Area 10% phosphorus reductions as proposed. Provided that the Town Engineer concurs that the stormwater requirements onsite can be met as proposed, we have no further comments on the conceptual plans at this time. Final stormwater plans will require additional review by this office.

Thank you for the opportunity to provide comments. Please have the applicant submit the above information to this office. If you have any questions, please contact me at nick.kelly@maryland.gov or (410) 260-3483.

Nick Kelly
Regional Program Chief

cc: Annie Sekerak, Critical Area Commission

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor

Charles C. Deegan
Chairman
Katherine Charbonneau
Executive Director

STATE OF MARYLAND
CRITICAL AREA COMMISSION
CHESAPEAKE AND ATLANTIC COASTAL BAYS

October 24, 2022

Mr. Joseph Mayer
Town of Easton Planning and Zoning
14 South Harrison Street
Easton, MD 21601

Re: Mary's Court Site Plan
Growth Allocation (TM 25, P 46, Lots 16 &20)

Dear Mr. Mayer:

We have received revised information from the applicant regarding the above-referenced project. The application is requesting 8.348 acres of growth allocation from the Town of Easton to change a portion of the Critical Area designation on the above-referenced property from Resource Conservation Area (RCA) to Intensely Developed Area (IDA). Lot 16 is 6.56 acres, with 3.51 acres located in the Critical Area and designated as IDA, while Lot 20 is 8.35 acres and is designated as RCA. If approved, the growth allocation will allow the property to be developed for commercial use as a part of Talbot Commerce Park. This letter is a follow-up to our August 23, 2022, and October 6, 2022, letters (attached).

Based on the revised information provided, our previous comments have been largely addressed. We do still want to note the following:

1. The Town must determine that the information provided by the applicant meets the growth allocation requirements found in 28-401.8 of the Easton Zoning Ordinance, including the growth allocation location standards, IDA size standards, and growth allocation factors to be considered. This includes having the applicant submit all information outlined in COMAR 27.01.02.06-1 ("Growth Allocation Submittal Requirements") and COMAR 27.01.02.06-2 ("Environmental Report").

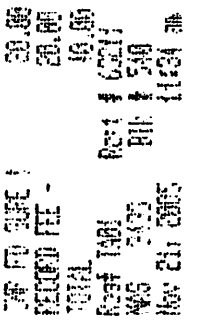
2. Since the Town does not have any growth acreage remaining, this proposal must go through the supplemental growth allocation process to receive acreage from Talbot County. The growth allocation request shall also require approval by the Easton Town Council prior to submission to the Critical Area Commission for review and approval.

If you have any questions, please contact me at nick.kelly@maryland.gov or (410) 260-3483. Thank you for the opportunity to provide comments.

Nick Kelly
Regional Program Chief

cc: Annie Sekerak, Critical Area Commission

File: EA 280-22



PREPARED WITHOUT TITLE EXAMINATION
BASED UPON INFORMATION PROVIDED
BY THE PARTIES HERETO.

THIS LIQUIDATING DEED ("Deed") made this 15th day of November, 2005, by and between PETRIE BARKER EASTON HD, LLC, a Maryland limited liability company, (the "Grantor") and THOMAS R. COHEE (the "Grantee").

WHEREAS, the Grantor has owned the property described herein and certain other parcels and the Grantor has elected to liquidate, pursuant to a Liquidation Agreement among all of the members of the Grantor and the Grantor, by conveying certain property to the Grantee and selling and/or conveying the remaining parcels to others and ultimately distributing the net proceeds of such liquidation to its members (the "Plan of Liquidation");

WHEREAS, the Grantee is an original member of the Grantor; and

WHEREAS, the recordation of this Deed is exempt from recordation and transfer taxes pursuant to Sections 12-108(q) and 13-207(a)(10) of the Tax Property Article of the Annotated Code of Maryland.

WITNESSETH, that, FOR NO CASH CONSIDERATION AND AS PART OF THE PLAN OF LIQUIDATION OF THE GRANTOR, the Grantor does hereby grant and convey to the Grantee, his personal representatives, heirs, successors and assigns, in fee simple, the parcel of property described in Exhibit A hereto.

BEING a portion of the property conveyed to the Grantor by a Deed dated July 31, 2003 and recorded among the Land Records of Talbot County, Maryland in Liber 1176, folio 110.

GRISWOLD & LEE, P.A.
100 NORTH WEST STREET
P.O. BOX 926
EASTON, MARYLAND 21601

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1395, p. 0362, MSA_CE91_1332. Date available 11/28/2005. Printed 07/20/2020.

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1395, p. 0363, MSA_CE91_1332. Date available 11/28/2005. Printed 07/20/2020.

TOGETHER with the buildings and improvements thereon erected, made or being; and all and every the rights, alleys, ways, waters, privileges, appurtenances and advantages, to the same belonging, or in anywise appertaining.

TO HAVE AND TO HOLD said tract or parcel of ground and premises above described and mentioned, and hereby intended to be conveyed; together with the rights, privileges, appurtenances and advantages thereto belonging or appertaining to and to the proper use and benefit of the Grantee, his personal representatives, heirs, successors and assigns, in fee simple, forever.

SUBJECT, HOWEVER, to all restrictions and easements and mortgage liens of record, if any.

AND the Grantor does hereby covenant that it has not done or suffered to be done any act, matter or thing whatsoever to encumber the property hereby conveyed, that it will warrant specially the property granted, and that it will execute such further assurances of the same as may be requisite. The foregoing warranty of title is subject to the limitations set forth in the Liquidation Agreement between the Grantor, the Grantee and others dated November 15, 2005.

IN WITNESS WHEREOF, the Grantor has caused this Deed to be properly executed and sealed the day and year first above written.

WITNESS:

Petrie Barker Easton HD, LLC

By: Petrie Talbot, LLC
a Maryland limited liability company
Authorized Member

By: _____ (SEAL)
Walter H. Petrie, Managing Member

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1395, p. 0364, MSA_CE91_1332. Date available 11/05/2003. Printed 07/20/2020.

STATE OF MARYLAND, COUNTY OF Queen Anne's, TO WIT:

I HEREBY CERTIFY, that on this 15th day of November, 2005, before me, the subscriber, a Notary Public of the aforesaid State, personally appeared Walter H. Petrie, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Deed and acknowledged (i) the aforegoing Deed to be his act as managing member of Petrie Talbot, LLC, the authorized member of Petrie Barker Easton HD, LLC (the "LLC"), (ii) that he is the authorized member of the LLC empowered to sign this Deed on behalf of the LLC, (iii) the Grantee is an original member of the LLC, and (iv) the Deed is made pursuant to the Liquidation Agreement between the parties dated November 15, 2005.

WITNESS my hand and Notarial Seal.

Cheryl Feiler
Notary Public

My Commission Expires:

CHERYL FEILER
Notary Public
Queen Anne's Co., MD
My Comm. Exps. Dec. 23, 2008

THE UNDERSIGNED, a member in good standing of the Bar of the Court of Appeals of Maryland, hereby certifies that this Deed was prepared by him or under his supervision.

James R. Griswold

THIS IS TO CERTIFY THAT THE PROPERTY DESCRIBED HEREIN HAS BEEN TRANSFERRED ON THE ASSESSMENT RECORDS OF TALBOT COUNTY.

DAVID H. EWING
SUPERVISOR OF ASSESSMENTS

R. ANDREW HOLLIS, FIN. OFFICER CD
11/21/05 CD

CERTIFICATION IS MADE THAT ALL TAXES DUE ON THE PROPERTY INDICATED IN THIS DEED HAVE BEEN PAID.
FINANCE OFFICER OF TALBOT COUNTY
R. ANDREW HOLLIS, FIN. OFFICER CD

DATE 11/21/05 CD

LIBER 1395 FOLIO 364

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1395, p. 0365, MSA_CE91_1332. Date available 11/28/2005. Printed 07/20/2020.

DESCRIPTION OF

LOT 16

EXHIBIT A

TALBOT COMMERCE PARK

IN THE FIRST ELECTION DISTRICT

TALBOT COUNTY, MARYLAND

Beginning for the same at a point, said point being the southerlymost corner of the herein described land, said point also being a westerly corner of Lot 15 of Talbot Commerce Park, said point also being on the northeasterly side of the cul-de-sac of Mary's Court; and from said Place of Beginning running by and with the northwesterly terminus of the cul-de-sac of Mary's Court (1) by and with the arc of a curve deflecting to the left which has a radius of 80.00 feet for a length of 212.99 feet, the chord of which bears North 81 degrees 54 minutes 01 seconds West 155.43 feet to Lot 17 of Talbot Commerce Park; thence by and with the said Lot 17 of Talbot Commerce Park (2) North 68 degrees 10 minutes 21 seconds West 266.53 feet to the Open Space of Talbot Commerce Park; thence by and with the said Open Space of Talbot Commerce Park (3) by and with the arc of a curve deflecting to the left which has a radius of 1000.00 feet for a length of 922.07 feet, the chord of which bears North 33 degrees 05 minutes 05 seconds East 889.75 feet to the land of Samuel Lyles Freeland (Liber 653, Folio 113); thence by and with the said Samuel Lyles Freeland land (4) North 82 degrees 47 minutes 04 seconds East 169.55 feet to Lot 12 of Talbot Commerce Park; thence by and with the said Lot 12 of Talbot Commerce Park the following three courses and distances (5) South 18 degrees 27 minutes 17 seconds East 116.78 feet; thence (6) South 03 degrees 34 minutes 45 seconds East 158.38 feet; thence (7) South 27 degrees 51 minutes 45 seconds East 132.81 feet to Lot 15 of Talbot Commerce Park; thence by and with the said Lot 15 of Talbot Commerce Park the following two courses and distances (8) South 34 degrees 06 minutes 39 seconds West 602.96 feet; thence (9) South 84 degrees 22 minutes 20 seconds West 23.50 feet to the Place of Beginning; containing 6.556 Acres of Land, more or less, and

Being subject to a twenty foot wide drainage easement; the southerly side of said drainage easement being more particularly described by course and distance as follows;

Beginning for the same at the end of the first course of the above described Lot 16 and running from thence North 68 degrees 10 minutes 21 seconds West 266.53 feet, and

Being a part of the land described in a deed from Samuel Lyles Freeland to Glebe Venture LLC by deed dated August 1997 and recorded in the land records of Talbot County, Maryland in Liber 865, Folio 177.

LIBER 1395 FOLIO 365

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1395, p. 0366, MSA_CE91_1332. Date available 04/25/2005. Printed 07/20/2020.

Certification of Exemption from Withholding Upon Disposition of Maryland Real Estate
Affidavit of Residence or Principal Residence

Based on the certification below, Transferor claims exemption from the tax withholding requirements of §10-912 of the Tax-General Article, Annotated Code of Maryland. Section 10-912 provides that certain tax payments must be withheld and paid when a deed or other instrument that effects a change in ownership of real property is presented for recordation. The requirements of §10-912 do not apply when a transferor provides a certification of Maryland residence or certification that the transferred property is the transferor's principal residence.

1. Transferor Information
Name of Transferor PETRIE BARKER EASTON HD, LLC

2. Reasons for Exemption	
Resident Status	☐ I, Transferor, am a resident of the State of Maryland. ☒ Transferor is a resident entity under § 10-912(A)(4) of the Tax-General Article of the Annotated Code of Maryland, I am an agent of Transferor, and I have authority to sign this document on Transferor's behalf.
Principal Residence	☐ Although I am no longer a resident of the State of Maryland, the Property is m principal residence as defined in IRC §121.

Under penalty of perjury, I certify that I have examined this declaration and that, to the best of my knowledge, it is true, correct, and complete.

3a. Individual Transferors

Witness _____ Name _____

Signature _____

3b. Entity Transferors

Witness/Attest _____

PETRIE BARKER EASTON HD, LLC
Name of Entity

By _____

Thomas R. Cohee
Name

Member
Title

LIBER 1395 FOLIO366

State of Maryland Land Instrument Intake Sheet

☐ Baltimore City ☑ County: TALBOT

Information provided is for the use of the Clerk's Office, State Department of Assessments and Taxation, and County Finance Office Only.

(Type or Print in Black Ink Only—All Copies Must Be Legible)

Space Reserved for Circuit Court Clerk Recording Validation

1 Type(s) of Instruments (Check Box if addendum Intake Form is Attached.)

X Deed / Deed of Trust	☐ Mortgage / Lease	☐ Other	☐ Other

2 Conveyance Type Check Box

☐ Improved Sale Arms-Length [1]	☐ Unimproved Sale Arms-Length [2]	☐ Multiple Accounts Arms-Length [3]	✓ Not an Arms-Length Sale [9]

3 Tax Exemptions (if applicable) Cite or Explain Authority

Recordation	
State Transfer	
County Transfer	

4 Consideration and Tax Calculations

Consideration Amount		Finance Office Use Only Transfer and Recordation Tax Consideration	
Purchase Price/Consideration	$ 0.00	Transfer Tax Consideration	$
Any New Mortgage	$ 0.00	X ( ) % =	$
Balance of Existing Mortgage	$	Less Exemption Amount =	$
Other:	$	Total Transfer Tax =	$
Other:	$	Recordation Tax Consideration	$
		X ( ) per $500 =	$
Full Cash Value:	$ 0.00	TOTAL DUE	$

5 Fees

Amount of Fees	Doc. 1	Doc. 2	
Recording Charge	$ 20.00	$	Agent:
Surcharge	$ 20.00	$	Tax Bill:
State Recordation Tax	$	$	
State Transfer Tax	$	$	C.B. Credit:
County Transfer Tax	$	$	
Other	$	$	Ag. Tax/Other:
Other	$	$	

6 Description of Property

SDAT requires submission of all applicable information. A maximum of 40 characters will be indexed in accordance with the priority cited in Real Property Article Section 3-104(g)(3)(i).

District	Property Tax ID No. (1)	Grantor Liber/Folio	Map	Parcel No.	Var. LOG
01	088424	1176/110	25	46	(5)

Subdivision Name	Lot (3a)	Block (3b)	Sect/AR (3c)	Plat Ref.	SqFt/Acreage (4)

Location/Address of Property Being Conveyed (2): 28580 MARYS CT, EASTON, MD

Other Property Identifiers (if applicable) | Water Meter Account No.

Residential or Non-Residential ✓ | Fee Simple ✓ or Ground Rent | Amount:

Partial Conveyance? Yes ✓ No | Description/Amt. of SqFt/Acreage Transferred:

If Partial Conveyance, List Improvements Conveyed:

7 Transferred From

Doc. 1 – Grantor(s) Name(s)	Doc. 2 – Grantor(s) Name(s)
PETRIE BARKER EASTON HD, LLC	
Doc. 1 – Owner(s) of Record, if Different from Grantor(s)	**Doc. 2 – Owner(s) of Record, if Different from Grantor(s)**

8 Transferred To

Doc. 1 – Grantee(s) Name(s)	Doc. 2 – Grantee(s) Name(s)
THOMAS R. COHEE	

New Owner's (Grantee) Mailing Address: 7140 Barker's Landing Road, Easton, MD 21601

9 Other Names to Be Indexed

Doc. 1 – Additional Names to be Indexed (Optional)	Doc. 2 – Additional Names to be Indexed (Optional)

10 Contact/Mail Information

Instrument Submitted By or Contact Person

Name: Patricia C. Ford

Firm: Griswold & Lee, P.A.

Address: 100 N. West Street, Easton, MD 21601

Phone: (410) 822-4777

☑ Return to Contact Person ☐ Hold for Pickup ☐ Return Address Provided

11 IMPORTANT: *BOTH* THE ORIGINAL DEED *AND* A PHOTCOPY MUST ACCOMPANY EACH TRANSFER

Assessment Information

☐ Yes ✓ No Will the property being conveyed be the grantee's principal residence?

☐ Yes ✓ No Does transfer include personal property? If yes, identify:

☐ Yes ✓ No Was property surveyed? If yes, attach copy of survey (if recorded, no copy required).

Space Reserved for County Validation

Assessment Use Only – Do Not Write Below This Line

Terminal Verification | Agricultural Verification | Whole | Part | Tran. Process Verification

Transfer Number | Date Received: | Deed Reference: | Assigned Property No.:

Year	20	20	Geo	Map	Sub	Block
Land			Zoning	Grid	Plat	Lot
Buildings			Use	Parcel	Section	Occ. Cd.
Total			Town Cd.	Ex. St.	Ex. Cd.	

REMARKS:

Distribution: White – Clerk's Office; Pink – Office of Finance; AOC-CC 300 (4/05); Canary – Settler; Goldenrod – Preparer

LIBER 1395 FOLIO 367

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1395, p. 0367, MSA_CE91_1332. Date available 11/28/2005. Printed 07/20/2020.

TALBOT COUNTY CIRCUIT COURT (Land Records) MSA available 10/24/2006. Printed 07/20/2020.

ARMISTEAD, GRISWOLD, LEE & RUST, PA
P.O. BOX 926
EASTON, MARYLAND 21601

TRANSFER TAX $ 20.00
RECORDATION TAX 20.00
RECORDATION FEE - 40.00
TOTAL
Rec# 16781
Rcpt# 16781 BK: 1486 PG: 219
Oct 17, 2006 12:49 PM

PREPARED WITHOUT TITLE EXAMINATION
BASED UPON INFORMATION PROVIDED
BY THE PARTIES HERETO.

THIS CONFIRMATORY DEED ("Deed") made this 13 day of October, 2006, by and between THOMAS R. COHEE (the "Grantor"); and LOT 16, LLC, a Maryland limited liability company (the "Grantee").

WHEREAS, the Grantor has owned the property described herein as an individual sole proprietorship and the Grantor has elected to convert to a Maryland limited liability company pursuant to the terms of Section 4A-211 of the Corporations and Associations Article of the Annotated Code of Maryland;

WHEREAS, the Grantee was organized as a Maryland limited liability company pursuant to Articles of Organization filed with the Maryland State Department of Assessments and Taxation on September 6, 2006;

WHEREAS, title to the herein described property was vested in Grantee by operation of law pursuant to Section 4A-213 of the Corporations and Associations Article of the Annotated Code of Maryland and Grantor and Grantee are entering into this Deed for purposes of confirming in the Land Records of Talbot County the title to the property described herein as a result of such conversion; and

WHEREAS, the recordation of this Deed is exempt from recordation and transfer taxes pursuant to Sections 12-108(y) and 13-207(a)(18) of the Tax Property Article of the Annotated Code of Maryland.

WITNESSETH, that FOR NO CASH CONSIDERATION, Grantor does hereby grant and convey to Grantee, its successors and assigns, in fee simple, the following described property:

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1486, p. 0222, MSA_CE91_1423. Date available 10/24/2006. Printed 07/20/2020.

ALL that lot or parcel of ground situate, lying and being in Talbot County, Maryland and more particularly described on Exhibit "A" attached hereto.

BEING the same property conveyed by Petrie Barker Easton HD, LLC, to the Grantor by a Deed dated November 15, 2005 and recorded among the Land Records of Talbot County, Maryland, in Liber 1395, folio 362.

TOGETHER with the buildings and improvements thereon erected, made or being; and all and every the rights, alleys, ways, waters, privileges, appurtenances and advantages, to the same belonging, or in anywise appertaining.

TO HAVE AND TO HOLD said tract or parcel of ground and premises above described and mentioned, and hereby intended to be conveyed; together with the rights, privileges, appurtenances and advantages thereto belonging or appertaining to and to the proper use and benefit of Grantee, its successors and assigns, in fee simple, forever;

SUBJECT, HOWEVER, to all restrictions and easements of record, if any.

AND the Grantor does hereby covenant that he has not done or suffered to be done any act, matter or thing whatsoever to encumber the property hereby conveyed, that he will warrant specially the property granted, and that he will execute such further assurances of the same as may be requisite.

IN WITNESS WHEREOF, the Grantor has executed and sealed this Deed the day and year first above written.

WITNESS:

_____ _____(SEAL)
Thomas R. Cohee

LIBER 1486 FOLIO 222

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1486, p. 0223, MSA_CE91_1423. Date available 10/24/2006. Printed 07/20/2020.

STATE OF MARYLAND, COUNTY OF ~~TALBOT~~ Dorchester, TO WIT:

I HEREBY CERTIFY, that on this 13th day of October, 2006, before me, the subscriber, a Notary Public of the aforesaid State, personally appeared THOMAS R. COHEE known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Deed and acknowledged the aforegoing Deed to be his act.

WITNESS my hand and Notarial Seal.

Shelly Wright
Notary Public

SHELLY WRIGHT NOTARY PUBLIC Dorchester Co. MD

My Commission Expires:
2/24/07

THE UNDERSIGNED, a member in good standing of the Bar of the Court of Appeals of Maryland, hereby certifies that this Deed was prepared by him or under his supervision.

James R. Griswold

THIS IS TO CERTIFY THAT THE PROPERTY DESCRIBED HEREIN HAS BEEN TRANSFERRED ON THE ASSESSMENT RECORDS OF TALBOT COUNTY.

DAVID H. EWING
SUPERVISOR OF ASSESSMENTS

R. ANDREW HOLLIS, FIN. OFFICER /WLC
PER
10/17/06

CERTIFICATION IS MADE THAT ALL TAXES DUE ON THE PROPERTY INDICATED IN THIS DEED HAVE BEEN PAID
FINANCE OFFICER OF TALBOT COUNTY

R. ANDREW HOLLIS, FIN. OFFICER /WLC
DATE 10/17/06

LIBER 1486 FOLIO 223

DESCRIPTION OF

LOT 16

EXHIBIT A

TALBOT COMMERCE PARK

IN THE FIRST ELECTION DISTRICT

TALBOT COUNTY, MARYLAND

Beginning for the same at a point, said point being the southerlymost corner of the herein described land, said point also being a westerly corner of Lot 15 of Talbot Commerce Park, said point also being on the northeasterly side of the cul-de-sac of Mary's Court; and from said Place of Beginning running by and with the northwesterly terminus of the cul-de-sac of Mary's Court (1) by and with the arc of a curve deflecting to the left which has a radius of 80.00 feet for a length of 212.99 feet, the chord of which bears North 81 degrees 54 minutes 01 seconds West 155.43 feet to Lot 17 of Talbot Commerce Park; thence by and with the said Lot 17 of Talbot Commerce Park (2) North 68 degrees 10 minutes 21 seconds West 266.53 feet to the Open Space of Talbot Commerce Park; thence by and with the said Open Space of Talbot Commerce Park (3) by and with the arc of a curve deflecting to the left which has a radius of 1000.00 feet for a length of 922.07 feet, the chord of which bears North 33 degrees 05 minutes 05 seconds East 889.75 feet to the land of Samuel Lyles Freeland (Liber 653, Folio 113); thence by and with the said Samuel Lyles Freeland land (4) North 82 degrees 47 minutes 04 seconds East 169.55 feet to Lot 12 of Talbot Commerce Park; thence by and with the said Lot 12 of Talbot Commerce Park the following three courses and distances (5) South 18 degrees 27 minutes 17 seconds East 116.78 feet; thence (6) South 03 degrees 34 minutes 45 seconds East 158.38 feet; thence (7) South 27 degrees 51 minutes 45 seconds East 132.81 feet to Lot 15 of Talbot Commerce Park; thence by and with the said Lot 15 of Talbot Commerce Park the following two courses and distances (8) South 34 degrees 06 minutes 39 seconds West 602.96 feet; thence (9) South 84 degrees 22 minutes 20 seconds West 23.50 feet to the Place of Beginning; containing 6.556 Acres of Land, more or less, and

Being subject to a twenty foot wide drainage easement; the southerly side of said drainage easement being more particularly described by course and distance as follows;

Beginning for the same at the end of the first course of the above described Lot 16 and running from thence North 68 degrees 10 minutes 21 seconds West 266.53 feet, and

Being a part of the land described in a deed from Samuel Lyles Freeland to Glebe Venture LLC by deed dated August 1997 and recorded in the land records of Talbot County, Maryland in Liber 865, Folio 177.

LIBER 1486 FOLIO 224

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1486, p. 0224, MSA_CE91_1423. Date available 10/24/2006. Printed 07/20/2020.

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1486, p. 0225, MSA_CE91_1423. Date available 10/24/2006. Printed 07/20/2020.

Certification of Exemption from Withholding Upon Disposition of Maryland Real Estate
Affidavit of Residence or Principal Residence

Based on the certification below, Transferor claims exemption from the tax withholding requirements of §10-912 of the Tax-General Article, Annotated Code of Maryland. Section 10-912 provides that certain tax payments must be withheld and paid when a deed or other instrument that effects a change in ownership of real property is presented for recordation. The requirements of §10-912 do not apply when a transferor provides a certification of Maryland residence or certification that the transferred property is the transferor's principal residence.

1. Transferor Information
Name of Transferor THOMAS R. COHEE

2. Reasons for Exemption	
Resident Status	☒ I, Transferor, am a resident of the State of Maryland. ☐ Transferor is a resident entity under § 10-912(A)(4) of the Tax-General Article of the Annotated Code of Maryland, I am an agent of Transferor, and I have authority to sign this document on Transferor's behalf.
Principal Residence	☐ Although I am no longer a resident of the State of Maryland, the Property is m principal residence as defined in IRC §121.

Under penalty of perjury, I certify that I have examined this declaration and that, to the best of my knowledge, it is true, correct, and complete.

3a. Individual Transferors	
Witness	THOMAS R. COHEE Name Signature

3b. Entity Transferors	
Witness/Attest	Name of Entity By Name Title

LIBER 1486 FOLIO 225

State of Maryland Land Instrument Intake Sheet

☐ Baltimore City ☑ County: Talbot

Information provided is for the use of the Clerk's Office, State Department of Assessments and Taxation, and County Finance Office Only.

(Type or Print in Black Ink Only—All Copies Must Be Legible)

Space Reserved for Circuit Court Clerk Recording Validation

1 Type(s) of Instruments (Check Box if addendum Intake Form is Attached.)

x Deed / Deed of Trust	☐ Mortgage / Lease	☐ Other	☐ Other

2 Conveyance Type Check Box

☐ Improved Sale Arms-Length [1]	☐ Unimproved Sale Arms-Length [2]	☐ Multiple Accounts Arms-Length [3]	☐ Not an Arms-Length Sale [9]

3 Tax Exemptions (if applicable) Cite or Explain Authority

Recordation	
State Transfer	
County Transfer	

4 Consideration and Tax Calculations

Consideration Amount		Finance Office Use Only — Transfer and Recordation Tax Consideration	
Purchase Price/Consideration	$ 0.00	Transfer Tax Consideration	$
Any New Mortgage	$ 0.00	X ( ) % =	$
Balance of Existing Mortgage	$	Less Exemption Amount -	$
Other:	$	Total Transfer Tax =	$
Other:	$	Recordation Tax Consideration	$
		X ( ) per $500 =	$
Full Cash Value	$	TOTAL DUE	$

5 Fees

Amount of Fees	Doc. 1	Doc. 2	
Recording Charge	$ 20.00	$	Agent:
Surcharge	$ 20.00	$	Tax Bill:
State Recordation Tax	$	$	
State Transfer Tax	$	$	C.B. Credit:
County Transfer Tax	$	$	
Other	$	$	Ag. Tax/Other:
Other	$	$	

6 Description of Property

SDAT requires submission of all applicable information. A maximum of 40 characters will be indexed in accordance with the priority cited in Real Property Article Section 3-104(g)(3)(i).

District	Property Tax ID No. (1)	Grantor Liber/Folio	Map	Parcel No.	Var. LOG
01	088424	1395/362	25	46	(5)

Subdivision Name	Lot (3a)	Block (3b)	Sect/AR (3c)	Plat Ref.	SqFt/Acreage (4)

Location/Address of Property Being Conveyed (2): 28580 Marys Court, Easton, MD 21601

Other Property Identifiers (if applicable): | Water Meter Account No.:

Residential ☐ or Non-Residential ☑ | Fee Simple ☑ or Ground Rent | Amount:

Partial Conveyance? Yes ☑ No | Description/Amt. of SqFt/Acreage Transferred: 6.55 ac

If Partial Conveyance, List Improvements Conveyed:

7 Transferred From

Doc. 1 – Grantor(s) Name(s)	Doc. 2 – Grantor(s) Name(s)
Thomas R. Cohee	
Doc. 1 – Owner(s) of Record, if Different from Grantor(s)	**Doc. 2 – Owner(s) of Record, if Different from Grantor(s)**

8 Transferred To

Doc. 1 – Grantee(s) Name(s)	Doc. 2 – Grantee(s) Name(s)
Lot 16, LLC	

New Owner's (Grantee) Mailing Address: 27458 Ferry Bridge Road, Easton, MD 21601-5024

9 Other Names to Be Indexed

Doc. 1 – Additional Names to be Indexed (Optional)	Doc. 2 – Additional Names to be Indexed (Optional)

10 Contact/Mail Information

Instrument Submitted By or Contact Person

Name: Patricia C. Ford

Firm: Armistead, Griswold, Lee & Rust, P.A.

Address: 100 N. West Street, Easton, MD 21601

Phone: (410) 822-4777

☑ Return to Contact Person

☐ Hold for Pickup

☐ Return Address Provided

11 IMPORTANT: *BOTH* THE ORIGINAL DEED *AND* A PHOTCOPY MUST ACCOMPANY EACH TRANSFER

Assessment Information

☐ Yes ☑ No Will the property being conveyed be the grantee's principal residence?

☐ Yes ☑ No Does transfer include personal property? If yes, identify:

☐ Yes ☑ No Was property surveyed? If yes, attach copy of survey (if recorded, no copy required)

Assessment Use Only – Do Not Write Below This Line

Terminal Verification | Agricultural Verification | Whole | Part | Tran. Process Verification

Transfer Number | Date Received: | Deed Reference: | Assigned Property No.:

Year	20	20	Geo.	Map	Sub	Block	
Land			Zoning	Grid	Plat	Lot	
Buildings			Use	Parcel	Section	Occ. Cd.	
Total			Town Cd.	Ex. St.	Ex. Cd.		

REMARKS:

Space Reserved for County Validation

Distribution: White – Clerk's Office; Pink – Office of Finance; Canary – SDAT; Goldenrod – Preparer. AOC-CC 300 (4/05)

LIBER 1486 FOLIO 226

TALBOT COUNTY CIRCUIT COURT (Land Records) MAS 1486, p. 0226, MSA_CE91_1423. Date available 10/24/2006. Printed 07/20/2020.

TOWN OF EASTON

Planning & Zoning Department
14 South Harrison Street
P.O. Box 520
Easton, Maryland 21601

January 9, 2023

Brennan Tarleton
Director
Department of Planning and Zoning
215 Bay Street, Suite 2
Easton, MD 21601

RE: Supplemental Growth Allocation for Thomas Cohee and Lot 16, LLC
28580 Marys Court
Easton, Maryland 21601
Tax Map 25, Grid 22, Parcel 46, Lots 16 & 20
Zoning: Agricultural District (A-1) and Business Commercial (BC)

Dear Mr. Tarleton:

A request from Thomas Cohee and Lot 16, LLC for the granting of supplemental growth allocation was submitted to the Town of Easton and Talbot County for the purpose of reclassifying approximately 8.348 acres of lands located in the Critical Area, currently designated as Resource Conservation Area (RCA), to Intensely Developed Area (IDA).

The supplemental growth allocation procedures require a joint Planning Commission hearing on the application with the commissions of both jurisdictions. The joint Planning Commission meeting was held on September 26, 2022. Following the joint hearing, each Planning Commission votes separately, makes its recommendations to its respective council, and provides a copy of its recommendations to the other jurisdiction *(§ 190-55.5.I.3, Talbot County Code)*.

This letter is to inform you that at the Town of Easton Planning Commission meeting held on November 17, 2022, the commission voted 4-0-1 to recommend to the Town Council support of CC-22-2, Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee subject to the following recommended conditions:

1. The applicant shall make an application to the Town of Easton for a rezoning of Lot 20 to a Town of Easton zoning district that permits the proposed uses. Approval of the supplemental growth allocation request is subject to approval of the rezoning.

2. The conceptual site plan submitted with the supplemental growth allocation application is conceptual in nature and was assessed by staff for conformance to § 28-401.8.E and § 28-401.8.F of the Town Code. Approval of the supplemental growth allocation shall not infer Town of Easton site plan approval. Prior to any lot consolidation or site plan approval of Lots 16 and 20, the proposed development will be evaluated by the applicable reviewing agencies for conformance to all applicable Zoning; Subdivision; Forest Conservation; Stormwater Management; Erosion and Sediment Control; and other applicable regulations. Such review may result in modifications to the conceptual site plan.

Sincerely,

Paul Weber
Chairperson
Town of Easton Planning Commission

Cc: Mayor & Council
County Council
Donald J. Richardson, Town Manager
Clay B. Stamp, County Manager
Miguel Salinas, Director of Planning and Zoning
Lynn Thomas, Town Planner
Sharon VanEmburgh, Town Attorney

TOWN OF EASTON
PLANNING & ZONING
PO Box 520
Easton, Maryland 21601
(410)-822-2526

Date of Meeting: November 17, 2022

4a

PLANNING COMMISSION
PUBLIC HEARING
STAFF REPORT

SUBJECT: **Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee**

ELECTION WARD: Ward 1

STAFF CONTACTS: Joseph Mayer, Plan Reviewer
Miguel Salinas, Director of Planning and Zoning

PURPOSE: The applicant is seeking a recommendation from the Planning Commission to the Town Council for the granting of supplemental growth allocation for the purpose of reclassifying approximately 8.348 acres of lands located in the Critical Area, currently designated as Resource Conservation Area (RCA), to be reclassified as Intensely Developed Area (IDA).

RECOMMENDATION:

Staff: Staff supports a Planning Commission recommendation of approval to the Town Council subject to conditions (see below).

UPDATE: COMAR 27.01.02.06-2 specifies the contents of the environmental report that is part of the submission requirements for growth allocation requests: 1) the method and description of proposed stormwater management (SWM), including all qualitative and quantitative management measures, and 2) the preliminary plan for compliance with the 10% pollutant reduction rule, including all worksheets and all supporting documentation.

Staff, Town Engineering Department and Critical Area Commission (CAC) staff received the Revised SWM report on Monday, October 17, 2022. The Critical Area Commission (CAC) staff (Attachment 3) provided a response letter on October 24, 2022. The Town Engineering Department will provide a response letter prior to the November 17, 2022 meeting.

In addition, the CAC provided comments on October 24, 2022 (Attachment 2). Staff's response to the comments are below:

- With the submission of the Revised SWM Narrative and Environmental Report, the applicant has complied with the submittal requirements of COMAR 27.01.02.06-1 and COMAR 27.01.02.06-2 (Comment #1).
- Growth allocation is contingent on the supplemental growth allocation process to receive acreage from Talbot County and approvals by the Easton Town Council and Talbot County Council prior to the Critical Area Commission for review and approval. (Comment #2).

In light of the above, staff supports a Planning Commission recommendation of approval with the following conditions:

1. The applicant shall make an application to the Town of Easton for a rezoning of Lot 20 to a Town of Easton zoning district that permits the proposed uses. Approval of the supplemental growth allocation request is subject to approval of the rezoning.

2. The conceptual site plan submitted with the supplemental growth allocation application is conceptual in nature and was assessed by staff for conformance to § 28-401.8.E and § 28-401.8.F of the Town Code. Approval of the supplemental growth allocation shall not infer Town of Easton site plan approval. Prior to any lot consolidation or site plan approval of Lots 16 and 20, the proposed development will be evaluated by the applicable reviewing agencies for conformance to all applicable Zoning; Subdivision; Forest Conservation; Stormwater Management; Erosion and Sediment Control; and other applicable regulations. Such review may result in modifications to the conceptual site plan.

DRAFT MOTIONS:

1. I move that the Planning Commission recommend to the Town Council support of CC-22-2, Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee subject to the conditions of approval.

OR

2. I move that the Planning Commission recommend to the Town Council denial of CC-22-2, Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee, based on the following findings…...

OR

3. I move an alternate motion.

ATTACHMENTS:

1. Town of Easton/Talbot County Planning Commissions Joint Public Hearing Staff Report, September 26, 2022.
2. Town of Easton/Talbot County Planning Commissions Joint Public Hearing Staff Report – Supplemental, September 26, 2022.
3. Review comments from Critical Area Commission, August 8, 2022, October 7, 2022 and October 24, 2022.
4. Revised Stormwater Management Narrative.
5. Growth Allocation Plan.
6. Revised Environmental Report.
7. Revised application cover letter.
8. MDE property concurrence.
9. Response letter to CAC.
10. 400’ Notices.

TOWN OF EASTON
PLANNING & ZONING
PO Box 520
Easton, Maryland 21601
(410)-822-2526

Date of Hearing: September 26, 2022

4a

TOWN OF EASTON/TALBOT COUNTY PLANNING COMMISSIONS
JOINT PUBLIC HEARING
STAFF REPORT

SUBJECT: **Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee**

ELECTION WARD: Ward 1.

STAFF CONTACT: Miguel Salinas, Director of Planning and Zoning

APPLICANT: Thomas Cohee and Lot 16, LLC

PURPOSE: The applicant is seeking a recommendation from the Planning Commission to the County Council for the granting of supplemental growth allocation for the purpose of reclassifying approximately 8.348 acres of lands located in the Critical Area, designated as Resource Conservation Area (RCA) to be reclassified as Intensely Developed Area (IDA).

RECOMMENDATION: Staff supports a Planning Commission recommendation of approval of the request to reclassify the land management designation of Lot 20 from Resource Conservation Area to Intensely Developed Area, subject to conditions.

APPLICATION INFORMATION:	
APPLICANT: Lot 16 LLC and Thomas R. Cohee Thomas R. Cohee	**REPRESENTATIVE:** MDSW Brendan Mullaney 410.820.0250 bmullaney@mdswlaw.com

PARCELS/ACREAGE:

Parcel Information	Acreage
Tax Map 25, Grid 22, Parcel 46, Lot 16	6.556 acres
Tax Map 25, Grid 22, Parcel 46, Lot 20	8.348 acres

ACCEPTANCE DATE: August 5, 2022	**LOCATION:** 28580 Marys Court, Easton, Maryland 21601
EXISTING ZONING: Agricultural District (A-1) Business Commercial (BC)	**EXISTING LAND USE:** Commercial (lot 20) Industrial (Lot 16)
HISTORIC DISTRICT: Not Applicable	**FUTURE LAND USE:** Industrial (Lot 20)

CONTEXT:
Location/Site Access – The subject properties are located off of Mistletoe Drive at the terminus of Marys Court, which is accessed further from Glebe Road. The lot subject to the supplemental growth allocation is located adjacent to Goldsborough Neck Road.

Existing Conditions – Lot 16 is improved with three existing one-story commercial buildings with off-street parking. Building A consists of 12,000 square feet (sq. ft.) of Gross Floor Area (GFA). Buildings B and C are connected and consist of 4,536 and 9,600 sq. ft. GFA respectively with a fenced storage area behind the two buildings. Lot 16 is bisected by the Critical Area boundary with a land management designation of Intensely Developed Area (IDA). Adjacent to the northern and eastern lot lines are a 100-foot nontidal wetlands buffer associated with a tributary of Glebe Creek and a forest conservation area. An existing Sewage Disposal Area (SDA) is also on the lot.

Lot 20 is an unimproved lot whose major feature is a Stormwater Management Pond and easement area. Lot 20 is entirely within the Critical Area and its Land Management Designation is Resource Conservation Area (RCA). The lot is also adjacent to Glebe Creek and includes nontidal wetlands and its associated buffer, a forest protection areas and forest cover adjacent to Glebe Creek and Goldsborough Neck Road; a 4-foot right-of-way (ROW) classified as a local road in Talbot County's 2016 Comprehensive Plan and a collector road in the Town of Easton's 2010 Comprehensive Plan.

Surrounding Properties –

	Land Use (per SDAT)	*Zoning District(s)*	*Future Land Use*
North	Residential and Agricultural	RC & LI (County)	Industrial (Priority 3 Growth Area)
South	Commercial	BC	Industrial
East	Industrial	BC	Industrial
West	Residential and Agricultural	RC (County)	Chesapeake Bay Critical Area

Figure 1: **Vicinity Map**

PROPOSAL: The application is for a supplemental growth allocation of 8.348 acres to transfer growth allocation from the County's allotment to be used for the reclassification of Lot 20's land management designation from RCA to IDA. The request by the applicant is to allow for an expansion of commercial development on Lot 20 consistent with the development in Talbot Commerce Park. Per the requirements of COMAR Sec, 27.01.02.01-1, the applicant submitted:

- A conceptual site development plan that includes an environmental features map
- A Critical Area Environmental Impact Assessment
- An exhibit titled "Criteria Offered in Support of Findings of Fact"
- Maryland Department of Natural Resources (DNR) letter indicating a determination by the Wildlife and Heritage Service that the Delmarva fox squirrel is known to occur on or in the immediate vicinity of the project site

The conceptual site development plan proposes two one-story office buildings at 8,100 sq. ft. each on Lot 20 and a 16,000 sq. ft. warehouse building and a one-story 4,025 sq. ft. office building on Lot 16 along with associated parking and loading areas, travel ways, and walkways.

Staff has verified that the amount of proposed growth allocation indicated on the conceptual site development plan are accurate and equal to the amount of growth allocation to be deducted from Talbot County's existing total allotment of growth allocation.

BACKGROUND: The Critical Area includes three types of land management designations: 1) Intensely Developed Areas (IDA), 2) Limited Development Areas (LDA); and 3) Resource Conservation Areas (RCA). In brief, intense development is directed within lands classified as IDA where residential, commercial, institutional, and/or industrial, developed land uses predominate. There is no Critical Area lot coverage limitation on development in the IDA (except when required by local zoning). However, new development must demonstrate a reduction in pollutant loadings by at least 10 percent from predevelopment levels to help improve the quality of stormwater runoff from developed areas that enters the Chesapeake and its tributary streams.

Development in low or moderate intensity uses that also contain areas of natural plant and animal habitats, and where the quality of runoff from these areas has not been substantially altered or impaired, is directed within lands designated as LDA. Development within the RCA is designated primarily for very low density residential, agriculture, forestry, fisheries activities, and for habitat protection. A main regulatory feature for development in the LDA and RCA is that lot coverage is generally limited to 15%.

Growth allocation is used when the designation of land in the Critical Area is changed from a less intense to a more intense land management designation (for example RCA to LDA or IDA). The Town was granted growth allocation equal to 5% of the RCA acreage located within the Town at the time of local Critical Area law adoption in 1985. As of this date, the Town has utilized all of its growth allocation.

Talbot County was granted a growth allocation of 2,554 acres, which also equaled 5% of the RCA acreage within the County at the time of the original Critical Area Program adoption[1].

In 1985, Talbot County provided a portion of their growth allocation to the Towns of Easton, Oxford, and St. Michaels. The County provided 155 acres of growth allocation to the Town of Easton to allow properties to be reclassified from RCA to LDA or IDA. The Town also received an additional 24 acres from the County to allow properties to be reclassified from LDA to IDA. To date, the Town has used the 155 acres granted by the County for reclassification from RCA and has 16.49 acres left for reclassification from LDA to IDA.

Chapter 190 of the County's Code (County Code) allows for a property owner, through the Town, to apply for a supplemental growth allocation if the Town has used all of its allocation. Applications are reviewed on a case-by-case basis following the procedures outlined in the County Code § 190-55.I, which includes a joint hearing by the Planning Commissions of both jurisdictions. Upon recommendations from both Commissions to their respective Councils, a joint hearing is held by the two Councils who will make their respective decisions separately. § 190-55.I of the County Code also specifies the submission and review procedures and standards for evaluation by the County. The standards for evaluation by the Town of Easton are specified in § 28-401.8.E and F of the Town Code.

OUTSTANDING ISSUES:

1. Zone Map Amendment – The Conceptual Site Plan was submitted with the application. The site plan proposes development on Lot 20 of two one-story office buildings with associated parking. Sheets C-1, C-5, C-6, and C-7 assume development on Lot 20 under the A-1 zoning district, which prohibits Office land uses. Therefore, the Conceptual Site Plan does not conform to the Town's zoning regulations; development of Lot 20 under IDA with Office uses will require a procedure for a rezoning.

2. Stormwater Management Report – A conceptual stormwater management plan was submitted by the applicant as part of the Conceptual Site Plan. However, the Town of Easton did not receive a stormwater management report with the method and description of proposed stormwater management, including all qualitative and quantitative management measures along with calculations that address the 10% pollution reduction requirements for the IDA.

[1] The County has since added 5.38 acres from reclassifying property from LDA to RCA, resulting in a total growth allocation totaling 2,559.38 acres.

ANALYSIS:

I. Criteria for Approval* - § 28-401.8 *of Town Code (Zoning Code) states that for the use of Growth Allocation, the Town of Easton shall consider the factors below, followed by staff's analysis.

A. Consistency with Town of Easton's adopted comprehensive plan and whether the Growth Allocation would implement the goals and objectives of the adopted plan.

Analysis – Lot 20 is within the Town of Easton's municipal limits and within its Growth Boundary (2010 Comprehensive Plan, Growth Areas Map). Lot 20 is also planned for industrial land uses (2010 Comprehensive Plan, Future Land Use Map). The lot is located within the Talbot Commerce Park, with the subdivision established in 1997 and subsequently developed with a mix of commercial and industrial uses. The business park was annexed into the Town of Easton in 2014. The Town encourages the diversification of Easton's industrial base to nurture a healthy and diverse local economy in Easton and to revise Easton's zoning map to ensure an adequate supply of land zoned for the types of businesses the Town is seeking to attract (2010 Comprehensive Plan, Economic Development Goals and Objectives, p. 240).

B. For a map amendment or refinement involving a new LDA, whether the development is:

(a) To be served by a public wastewater system or septic system that uses the best available nitrogen removal technology; (b) A completion of an existing subdivision; (c) An expansion of an existing business; or (d) To be clustered.

Analysis – This factor is not applicable.

C. For a map amendment or refinement involving a new IDA, whether the development is:

(a) To be served by a public wastewater system; (b) If greater than 20 acres, to be located in a designated Priority Funding Area; and (c) To have a demonstrable economic benefit

Analysis – The applicant proposes to consolidate the two lots in order to expand commercial and light industrial uses on the existing Lots 16 and 20. The two existing sewage disposal areas on Lots 16 and 20 will be removed. Public sewer will serve the new development. Lot 20 is less than 20 acres. Talbot Commerce Park is an established business park with a mix of industrial and commercial uses with such uses located adjacent to the lot. Lot 20 was originally created as an open space parcel for the business park. Prior to annexation of Talbot Commerce Park into the Town of Easton, the County approved a revision plat for Lot 20 in 2012 to upgrade the business park's open space to create a buildable lot. Expansion of industrial and commercial uses in Talbot Commerce Park will further business and employment diversification in the Town of Easton by attracting different types of businesses.

D. The use of existing public infrastructure, where practical:

Analysis – Lot 20 is located within the existing Talbot Commerce Park where public infrastructure exists.

E. Consistency with State and regional environmental protection policies concerning the protection of threatened and endangered species and species in need of conservation that may be located on- or off-site

Analysis – The DNR letter, dated June 11, 2021 includes a determination by the Wildlife and Heritage Service that the Delmarva fox squirrel is known to occur on or in the immediate vicinity of the project site. The Delmarva fox squirrel is a species In Need of Conservation status in Maryland. Delmarva fox squirrels live in mature forest stands along streams and bays, and in small woodlots next to agricultural fields[2]. The letter indicates that if proposed activities do not occur within the established forested areas of Lot 20, the Delmarva fox squirrel will not be impacted. Staff notes that Sheet C-5 of the Conceptual Site Plan does not include any clearing of forested area to accommodate the two proposed office buildings[3]. The applicant's Critical Area Environmental Impact Assessment (EIA) determined there were no Threatened or Endangered species known to occur on or near the site for plant and wildlife habitat.

F. Impacts on a priority preservation area

Analysis – This factor is not applicable.

G. Environmental impacts associated with wastewater and stormwater management practices and wastewater and stormwater discharges to tidal waters, tidal wetlands, and tributary streams

Analysis – COMAR 27.01.02.06-1 specifies the growth allocation submittal requirements to include an environmental report that demonstrates that the project has been designed and will be constructed in compliance with all requirements of the proposed Critical Area land classification. COMAR 27.01.02.06-2 specifies the contents of the report, including the method and description of proposed stormwater management, including all qualitative and quantitative management measures; and the preliminary plan for compliance with the 10 percent pollutant reduction rule, including all worksheets and all supporting documentation.

A conceptual stormwater management plan was submitted with the Conceptual Site Plan (Sheet C-6) that shows the location of several micro-bioretention areas on Lots 16 and 20. The EIA report submitted by the applicant states that the proposed lots will be developed in accordance with the 2000 Maryland Stormwater Design Manual's environmentally sensitive development criteria. The

[2] https://dnr.maryland.gov/wildlife/Pages/plants_wildlife/Delmarva_FoxSquirrel.aspx
[3] The proposed new office and light industrial buildings on Lot 16 also do not impact current forested areas on that property.

applicant's "REVISED LETTER RELATED TO GROWTH ALOCATION REQUEST FOR PROPOSED COMMERCIAL DEVELOPMENT ON THE LANDS OF LOT 16, LLC AND MR. THOMAS COHEE" submitted with the application states that a stormwater management report was submitted to the Critical Area Commission for the entire project and contains calculations that address the 10% pollution reduction requirements for the IDA. The letter also erroneously states that the report was submitted to the Queen Anne's Department of Public Works.

H. Environmental impacts associated with location in a coastal hazard area or an increased risk of severe flooding attributable to the proposed development

Analysis – Lots 16 and 20 are not located within a special flood hazard area.

II. Consistent with § 8-1808.1 of the Annotated Code of Maryland, § 28-401.8.E of the Town's Zoning Code lists the location requirements for new a new IDA.

A. A new IDA less than 20 acres is permitted if the IDA is contiguous to an existing IDA.

Analysis – The proposed new IDA on Lot 20 is less than 20 acres and is contiguous to the existing IDA on Lot 16.

B. The new IDA shall be located in a manner that minimizes impacts to Habitat Protection Areas and in an area and manner that optimizes benefits to water quality.

Analysis – As previously stated, the Conceptual Site Plan does not include any clearing of forested area to accommodate the two proposed office buildings that will potentially impact the Delmarva fox squirrel. Also, the applicant's Critical Area Environmental Impact Assessment (EIA) determined there were no Threatened or Endangered species known to occur on or near the site for plant and wildlife habitat. In addition, Lot 16 does not include a Critical Area Buffer; non-tidal wetlands exist only near the edges of the property; there are no mapped or observed colonial water bird nesting sites on the property; there are no currently mapped or active bald eagle nests observed; and there are no anadromous fish propagation waters associated with the parcel.

The proposed office buildings on Lot 20 are located outside of the existing forest cover which includes forest conservation areas and adequate buffer from the perennial streams and nontidal wetlands.

C. A new IDAs shall only be located where they minimize their impacts to the defined land uses of the RCA.

Analysis – The new IDA is at the intersection of two collector roads and impacts are minimized through a buffered forest protection area.

D. A new IDA shall be located at least 300 feet beyond the landward edge of tidal wetlands or tidal waters.

Analysis – Lot 20 is located outside of the 300-foot requirement.

E. The new IDA shall conform to all criteria of The Town of Easton for such areas, shall be so designated on The Town of Easton Critical Area Maps and shall constitute an amendment to this Chapter subject to review and approval by The Town of Easton Planning and Zoning Commission, the Mayor and Council and the Critical Area Commission as provided herein.

Analysis – The procedure for the change in the land use management designation for Lot 20 is following the procedures as specified in COMAR, the Town Zoning Ordinance, and the County Code. The analysis of conforming to the criteria for the location of a new IDA is outlined above.

RECOMMENDED CONDITIONS:

Staff supports the following conditions should the Planning Commission recommend to the Town Council approval of the supplemental growth allocation request:

1. The applicant shall make an application to the Town of Easton for a rezoning of Lot 20 to a zoning district that permits the proposed uses. Approval of the supplemental growth allocation request is subject to approval of the rezoning.

2. Prior to approval of the supplemental growth allocation request, the applicant shall revise their Conceptual Site Plan to accurately reflect proposed developments of Lots 16 and 20 under an alternative zoning district.

3. The applicant shall submit an updated Environmental Impact Assessment prior to supplemental growth allocation request approval: a) the method and description of proposed stormwater management, b) all qualitative and quantitative management measures, and 3) a preliminary plan for compliance with the 10 percent pollutant reduction rule, including all worksheets and all supporting documentation,

4. The Site Plan submitted with the supplemental growth allocation application is conceptual in nature and has not been verified for complete accuracy as it relates to dimensional requirements, development standards, and mitigation requirements. Development of Lots 16 and 20 shall be subject to all applicable Zoning; Subdivision; Forest Conservation; Stormwater Management; Erosion and Sediment Control; and other applicable regulations.

DRAFT MOTIONS:

1. I move that the Planning Commission recommend to the Town Council approval of CC-22-2, Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee, based on the Findings for Approval and subject to conditions of approval.

OR

2. I move that the Planning Commission recommend to the Town Council denial of CC-22-2, Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee, based on the following findings…..

OR

3. I move an alternate motion.

ATTACHMENTS:

1. Supplemental Growth Allocation Application
2. Revised Letter for Growth Allocation, June 21, 2022
3. Conceptual Site Plan for Lot 16 and Lot 20, December 2019
4. Critical Area Environmental Impact Assessment, March 12, 2020
5. DNR Letter, June 11, 2021
6. Criteria Offered in Support of Findings of Fact
7. Lot 16 Deed
8. Critica Area Maps
9. Aerial Map

TOWN OF EASTON
PLANNING & ZONING
PO Box 520
Easton, Maryland 21601
(410)-822-2526

Date of Hearing: April 3, 2023

TOWN OF EASTON/TALBOT COUNTY COUNCIL

JOINT PUBLIC HEARING
STAFF REPORT

SUBJECT: **Supplemental Growth Allocation Request for the Lands of Lot 16, LLC and Mr. Thomas Cohee**

ELECTION WARD: Ward 1

STAFF CONTACT: Miguel Salinas, Director of Planning and Zoning

APPLICANT: Thomas Cohee and Lot 16, LLC

PURPOSE: The applicant is seeking a recommendation from the Planning Commission to the County Council for the granting of supplemental growth allocation for the purpose of reclassifying approximately 8.348 acres of lands located in the Critical Area, designated as Resource Conservation Area (RCA), to be reclassified as Intensely Developed Area (IDA).

RECOMMENDATIONS:

Planning Commission: The Planning Commission voted (4-0-1) to recommend to the Town Council support of CC-22-2 subject to conditions (see below).

Staff: Staff supports a Planning Commission recommendation of approval of the request to reclassify the land management designation of Lot 20 from Resource Conservation Area to Intensely Developed Area, subject to conditions (see below).

APPLICATION INFORMATION:

APPLICANT: Lot 16 LLC and Thomas R. Cohee Thomas R. Cohee	**REPRESENTATIVE:** MDSW Brendan Mullaney 410.820.0250 bmullaney@mdswlaw.com

PARCELS/ACREAGE:

Parcel Information	Acreage
Tax Map 25, Grid 22, Parcel 46, Lot 16	6.556 acres
Tax Map 25, Grid 22, Parcel 46, Lot 20	8.348 acres

ACCEPTANCE DATE: August 5, 2022	**LOCATION:** 28580 Marys Court Easton, Maryland 21601
EXISTING ZONING Agricultural District (A-1) Business Commercial (BC)	**EXISTING LAND USE:** Commercial (lot 20) Industrial (Lot 16)
HISTORIC DISTRICT: Not Applicable	**FUTURE PLANNED LAND USE:** Industrial (Lot 20)

CONTEXT:
Location/Site Access – The subject properties are located off of Mistletoe Drive at the terminus of Marys Court, which is accessed further from Glebe Road. The lot subject to the supplemental growth allocation, Lot 20, is located adjacent to Goldsborough Neck Road.

Existing Conditions – Lot 16 is improved with three existing one-story commercial buildings with off-street parking. Building A consists of 12,000 square feet (sq. ft.) of Gross Floor Area (GFA). Buildings B and C are connected and consist of 4,536 and 9,600 sq. ft. GFA respectively with a fenced storage area behind the two buildings. Lot 16 is bisected by the Critical Area boundary with a land management designation of Intensely Developed Area (IDA). Adjacent to the northern and eastern lot lines are a 100-foot nontidal wetlands buffer associated with a tributary of Glebe Creek and a forest conservation area. An existing Sewage Disposal Area (SDA) is also on the lot.

Lot 20 is an unimproved lot whose major feature is a Stormwater Management Pond and easement area. Lot 20 is entirely within the Critical Area and its Land Management Designation is Resource Conservation Area (RCA). The lot is also adjacent to Glebe Creek and includes nontidal wetlands and its associated buffer, a forest protection areas and forest cover adjacent to Glebe Creek and

Goldsborough Neck Road; a 4-foot right-of-way (ROW) classified as a local road in Talbot County's 2016 Comprehensive Plan and a collector road in the Town of Easton's 2010 Comprehensive Plan.

Surrounding Properties –

	Land Use (per SDAT)	*Zoning District(s)*	*Future Land Use*
North	Residential and Agricultural	RC & LI (County)	Industrial (Priority 3 Growth Area)
South	Commercial	BC	Industrial
East	Industrial	BC	Industrial
West	Residential and Agricultural	RC (County)	Chesapeake Bay Critical Area

Figure 1: **Vicinity Map**

PROPOSAL: The application is for a supplemental growth allocation of 8.348 acres to transfer growth allocation from the County's allotment to be used for the reclassification of Lot 20's land management designation from RCA to IDA. The request by the applicant is to allow for an expansion of commercial development on Lot 20 consistent with the development in Talbot Commerce Park. Per the requirements of COMAR Sec, 27.01.02.06-1, the applicant submitted:

- Conceptual Site Plan (Plan)
- Environmental Features map (Sheet C-2 of the Plan)
- Map showing the area of the requested growth allocation (Sheet C-3 of the Plan)
- Verification that the amount of area requested for growth allocation is accurate and equal to the amount to be deducted (Sheet C-4 of the Plan)
- A Critical Area Environmental Impact Assessment
- An exhibit titled "Criteria Offered in Support of Findings of Fact"
- Maryland Department of Natural Resources (DNR) letter indicating a determination by the Wildlife and Heritage Service that the Delmarva fox squirrel is known to occur on or in the immediate vicinity of the project site
- Maryland Department of the Environment, Wetlands and Waterways Division letter that concurred with the delineation of wetland resources indicated on the Plan and that no authorization is required from the division to construct the project as proposed.

The conceptual site development plan proposes two one-story office buildings at 8,100 sq. ft. each on Lot 20 and a 16,000 sq. ft. warehouse building and a one-story 4,025 sq. ft. office building on Lot 16 along with associated parking and loading areas, travel ways, and walkways.

Staff has verified that the amount of proposed growth allocation indicated on the conceptual site development plan is accurate and equal to the amount of growth allocation to be deducted from Talbot County's existing total allotment of growth allocation.

BACKGROUND: The Critical Area includes three types of land management designations: 1) Intensely Developed Areas (IDA), 2) Limited Development Areas (LDA), and 3) Resource Conservation Areas (RCA). In brief, intense development is directed within lands classified as IDA where residential, commercial, institutional, and/or industrial, developed land uses predominate. There is no Critical Area lot coverage limitation on development in the IDA (except when required by local zoning). However, new development must demonstrate a reduction in pollutant loadings by at least ten percent (10%) from pre-development levels to help improve the quality of stormwater runoff from developed areas that enter the Chesapeake and its tributary streams.

Development in low or moderate intensity uses that also contain areas of natural plant and animal habitats, and where the quality of runoff from these areas has not been substantially altered or impaired, is directed within lands designated as LDA. Development within the RCA is designated primarily for very low density residential, agriculture, forestry, fisheries activities, and for habitat protection. A main regulatory feature for development in the LDA and RCA is that lot coverage is generally limited to fifteen percent (15%).

Growth allocation is used when the designation of land in the Critical Area is changed from a less intense to a more intense land management designation (for example RCA to LDA or IDA). The Town was granted growth allocation equal to five percent (5%) of the RCA acreage located within the Town at the time of local Critical Area law adoption in 1985. As of this date, the Town has utilized all of its growth allocation.

Talbot County was granted a growth allocation of 2,554 acres, which also equaled five percent (5%) of the RCA acreage within the County at the time of the original Critical Area Program adoption[1].

In 1985, Talbot County provided a portion of their growth allocation to the Towns of Easton, Oxford, and St. Michaels. The County provided 155 acres of growth allocation to the Town of Easton to allow properties to be reclassified from RCA to LDA or IDA. The Town also received an additional 24 acres from the County to allow properties to be reclassified from LDA to IDA. To date, the Town has used the 155 acres granted by the County for reclassification from RCA and has 16.49 acres left for reclassification from LDA to IDA.

Chapter 190 of the County's Code (County Code) allows for a property owner, through the Town, to apply for a supplemental growth allocation if the Town has used all of its allocation. Applications are reviewed on a case-by-case basis following the procedures outlined in the County Code § 190-55.I, which includes a joint hearing by the Planning Commissions of both jurisdictions. Upon recommendations from both Commissions to their respective Councils, a joint hearing is held by the two Councils who will make their respective decisions separately. § 190-55.I of the County Code also specifies the submission and review procedures and standards for evaluation by the County. The standards for evaluation by the Town of Easton are specified in § 28-401.8.E and F of the Town Code.

OUTSTANDING ISSUES:

1. Zone Map Amendment – The Conceptual Site Plan was submitted with the application. The site plan proposes development on Lot 20 of two one-story office buildings with associated parking. Sheets C-1, C-5, C-6, and C-7 assume development on Lot 20 under the A-1 zoning district, which prohibits Office land uses. Therefore, the Conceptual Site Plan does not conform to the Town's zoning regulations; development of Lot 20 under IDA with Office uses will require a procedure for a rezoning.

ANALYSIS:

I. Criteria for Approval - § 28-401.8.F of Town Code (Zoning Code) states that for the use of Growth Allocation, the Town of Easton shall consider the factors below, followed by staff's analysis.

[1] The County has since added 5.38 acres from reclassifying property from LDA to RCA, resulting in a total growth allocation totaling 2,559.38 acres.

A. Consistency with Town of Easton's adopted comprehensive plan and whether the Growth Allocation would implement the goals and objectives of the adopted plan.

Analysis – Lot 20 is within the Town of Easton's municipal limits and within its Growth Boundary (2010 Comprehensive Plan, Growth Areas Map). Lot 20 will require a rezoning to implement the features of the Plan; the lot is planned for industrial land uses (2010 Comprehensive Plan, Future Land Use Map). The lot is located within the Talbot Commerce Park, with the subdivision established in 1997 and subsequently developed with a mix of commercial and industrial uses. The business park was annexed into the Town of Easton in 2014. The Town encourages the diversification of Easton's industrial base to nurture a healthy and diverse local economy in Easton and to revise Easton's zoning map to ensure an adequate supply of land zoned for the types of businesses the Town is seeking to attract (2010 Comprehensive Plan, Economic Development Goals and Objectives, p. 240).

B. For a map amendment or refinement involving a new LDA, whether the development is: (a) to be served by a public wastewater system or septic system that uses the best available nitrogen removal technology; (b) a completion of an existing subdivision; (c) an expansion of an existing business; or (d) to be clustered.

Analysis – This factor is not applicable.

C. For a map amendment or refinement involving a new IDA, whether the development is: (a) to be served by a public wastewater system; (b) if greater than 20 acres, to be located in a designated Priority Funding Area; and (c) to have a demonstrable economic benefit.

Analysis – The applicant proposes to consolidate the two lots in order to expand commercial and light industrial uses on the existing Lots 16 and 20. The two existing sewage disposal areas on Lots 16 and 20 will be removed. Public sewer will serve the new development. Lot 20 is less than 20 acres. Talbot Commerce Park is an established business park with a mix of industrial and commercial uses with such uses located adjacent to the lot. Lot 20 was originally created as an open space parcel for the business park. Prior to annexation of Talbot Commerce Park into the Town of Easton, the County approved a revision plat for Lot 20 in 2012 to upgrade the business park's open space to create a buildable lot. Expansion of industrial and commercial uses in Talbot Commerce Park will further business and employment diversification in the Town of Easton by attracting different types of businesses.

D. The use of existing public infrastructure, where practical.

Analysis – Lot 20 is located within the existing Talbot Commerce Park where public infrastructure exists.

E. Consistency with State and regional environmental protection policies concerning the protection of threatened and endangered species and species in need of conservation that may be located on- or off-site.

Analysis – Lot 20 is greater than 300 feet from tidal wetland and tidal waters. The DNR letter, dated June 11, 2021 includes a determination by the Wildlife and Heritage Service that the Delmarva fox squirrel is known to occur on or in the immediate vicinity of the project site. The Delmarva fox squirrel is a species In Need of Conservation status in Maryland. Delmarva fox squirrels live in mature forest stands along streams and bays, and in small woodlots next to agricultural fields[2]. The letter indicates that if proposed activities do not occur within the established forested areas of Lot 20, the Delmarva fox squirrel will not be impacted. Staff notes that Sheet C-5 of the Conceptual Site Plan does not include any clearing of forested area to accommodate the two proposed office buildings[3]. The applicant's Critical Area Environmental Impact Assessment (EIA) determined there were no Threatened or Endangered species known to occur on or near the site for plant and wildlife habitat.

F. Impacts on a priority preservation area.

Analysis – This factor is not applicable.

G. Environmental impacts associated with wastewater and stormwater management practices and wastewater and stormwater discharges to tidal waters, tidal wetlands, and tributary streams.

Analysis – COMAR 27.01.02.06-1 specifies the growth allocation submittal requirements to include an environmental report that demonstrates that the project has been designed and will be constructed in compliance with all requirements of the proposed Critical Area land classification. COMAR 27.01.02.06-2 specifies the contents of the report, including the method and description of proposed stormwater management, including all qualitative and quantitative management measures; and the preliminary plan for compliance with the ten percent (10%) pollutant reduction rule, including all worksheets and all supporting documentation.

The 10% pollutant worksheets are contained in the Stormwater Management (SWM) Report along with the updated conceptual stormwater management plan as shown on Sheet C-6 of the Plan. There are several micro-bioretention areas on Lots 16 and 20. According to the report, SWM treatment must include the removal of 3.11 pounds of phosphorus per year for new development in the proposed IDA. The Plan proposes the use of micro-bioretention systems that collect surface runoff from buildings and impervious surfaces to address SWM and pollutant reduction requirements. These systems will provide storage and treatment prior to discharge to the existing SWM pond located on Lot 20. The retention areas are sized to provide the treatment volume estimated from development. According to the report, the SWM measures will provide 3.56 pounds of phosphorus reduction per year; fourteen percent (14%) above the ten percent (10%) requirement.

In a letter dated November 14, 2022, the Engineering Department approved the sketch SWM

[2] https://dnr.maryland.gov/wildlife/Pages/plants_wildlife/Delmarva_FoxSquirrel.aspx
[3] The proposed new office and light industrial buildings on Lot 16 also do not impact current forested areas on that property.

plan for the purpose of growth allocation and related to quality management and the Critical Area's ten percent (10%) requirement. The Department did state that they do not have quantity management calculations to review and approve and the overall sketch SWM approval cannot be approved.

H. Environmental impacts associated with location in a coastal hazard area or an increased risk of severe flooding attributable to the proposed development.

Analysis – Lots 16 and 20 are not located within a special flood hazard area.

II. Consistent with § 8-1808.1 of the Annotated Code of Maryland, § 28-401.8.E of the Town's Zoning Code lists the location requirements for a new IDA.

A. A new IDA shall only be located in an LDA or adjacent to an existing IDA

Analysis – The proposed new IDA on Lot 20 is contiguous to the existing IDA on Lot 16.

B. The new IDA shall be located in a manner that minimizes impacts to Habitat Protection Areas and in an area and manner that optimizes benefits to water quality.

Analysis – There are no Habitat Protection Areas where development is proposed. As previously stated, the Plan does not include any clearing of forested area to accommodate the two proposed office buildings that will potentially impact the Delmarva fox squirrel. The applicant's Critical Area Environmental Impact Assessment (EIA) determined there were no Threatened or Endangered species known to occur on or near the site for plant and wildlife habitat. In addition, Lot 16 does not include a Critical Area Buffer; non-tidal wetlands exist only near the edges of the property; there are no mapped or observed colonial waterbird nesting sites on the property; there are no currently mapped or active bald eagle nests observed; and there are no anadromous fish propagation waters associated with the parcel.

The proposed office buildings on Lot 20 are located outside of the existing forest cover which includes forest conservation areas and buffering from the perennial stream and nontidal wetlands. Staff notes that in the applicant's response letter to the Critical Area Commission's comments, dated October 17, 2022, Forest Protection Areas A & B are modified under their Plan in anticipation of the dedication of a strip of land, approximately .923 acres, adjacent to Goldsborough Neck Road to be dedicated to Talbot County for road widening. The modified Forest Protection Areas replaces the future dedicated forested areas.

In the case of water quality, SWM measures for development in an IDA require a reduction of pollutant loadings by at least ten percent (10%) of predevelopment levels. The 10% pollutant worksheets are contained in the Stormwater Management (SWM) Report along with the conceptual SMW plan drawings. According to the report, SWM treatment must include the removal of 3.11 pounds of phosphorus per year for new development in the proposed IDA. The Plan proposes the use of micro-bioretention systems that collect surface runoff from buildings and impervious surfaces to address SWM and pollutant reduction requirements.

These systems will provide storage and treatment prior to discharge to the existing SWM pond located on Lot 20. The retention areas are sized to provide the treatment volume estimated from development. According to the report, the SWM measures will provide 3.56 pounds of phosphorus reduction per year; fourteen percent (14%) above the ten percent (10%) requirement.

In a letter dated November 14, 2022, the Engineering Department approved the sketch SWM plan for the purpose of growth allocation and related to quality management and the Critical Area's ten percent (10%) requirement. The Department did state that they do not have quantity management calculations to review and approve and the overall sketch SWM approval cannot be approved.

C. A new IDAs shall only be located where they minimize their impacts to the defined land uses of the RCA.

Analysis – The new IDA is at the intersection of two collector roads and impacts are minimized through a buffered forest protection area.

D. New IDA's shall be at least 20 acres in size unless they are contiguous to an existing IDA or located in an LDA.

Analysis – The proposed new IDA on Lot 20 is less than 20 acres and is contiguous to the existing IDA on Lot 16.

E. A new IDA shall be located at least 300 feet beyond the landward edge of tidal wetlands or tidal waters.

Analysis – Lot 20 is located outside of the 300-foot requirement.

F. The new IDA shall conform to all criteria of The Town of Easton for such areas, shall be so designated on The Town of Easton Critical Area Maps and shall constitute an amendment to this Chapter subject to review and approval by The Town of Easton Planning and Zoning Commission, the Mayor and Council and the Critical Area Commission as provided herein.

Analysis – The procedure for the change in the land use management designation for Lot 20 is following the procedures as specified in COMAR, the Town Zoning Ordinance, and the County Code. The analysis of conforming to the criteria for the location of a new IDA is outlined above.

RECOMMENDED CONDITIONS:

Staff supports the following conditions should the Town Council approve the supplemental growth allocation request:

1. The applicant shall make an application to the Town of Easton for a rezoning of Lot 20 to a zoning district that permits the proposed uses. Approval of the supplemental growth allocation

request is subject to approval of the rezoning.

2. The Conceptual Site Plan submitted with the supplemental growth allocation application is conceptual in nature and was assessed by staff for conformance to § 28-401.8.E and § 28-401.8.F of the Town Code. Approval of the supplemental growth allocation shall not infer Town of Easton site plan approval. Prior to any lot consolidation or site plan approval of Lots 16 and 20, the proposed development will be evaluated by the applicable reviewing agencies for conformance to all applicable Zoning; Subdivision; Forest Conservation; Stormwater Management; Erosion and Sediment Control; and other applicable regulations. Such review may result in modifications to the conceptual site plan.

DRAFT MOTIONS:

1. I move that the Town Council approve CC-22- 2, Supplemental Growth Allocation Request for the Lot 20 and Mr. Thomas Cohee, based on the Findings for Approval and subject to conditions of approval.

OR

2. I move that the Town Council deny CC-22-2, Supplemental Growth Allocation Request for Lot 20 and Mr. Thomas Cohee, based on the following findings…...

OR

3. I move an alternate motion.

ATTACHMENTS:

1. Supplemental Growth Allocation Application
2. Revised Letter for Growth Allocation, October 6, 2022
3. Conceptual Site Plan for Lot 16 and Lot 20, December 2019
4. Critical Area Environmental Impact Assessment, Revised October 6, 2022
5. Stormwater Management Narrative
6. Town of Easton Engineering Department Comment Letter dated November 14, 2022
7. Critical Area Commission Comment Letters dated August 25, 2022; October 6, 2022; October 24, 2022
8. MDE Letter dated September 22, 2022
9. DNR Letter dated June 11, 2021
10. Criteria Offered in Support of Findings of Fact
11. Lot 16 Deed
12. Critical Area Maps
13. Aerial Map

Date of Hearing: April 3, 2023

TALBOT COUNTY/TOWN OF EASTON
JOINT COUNCIL PUBLIC HEARING
STAFF REPORT

SUBJECT: **Supplemental Growth Allocation Request for Thomas R. Cohee and Lot 16, LLC**

STAFF CONTACTS: Brennan Tarleton, Planning Director

APPLICANT: Thomas R. Cohee and Lot 16, LLC

PURPOSE: The applicant is seeking County Council approval to award supplemental Growth Allocation for the reclassification of 8.348 acres of land located within the Critical Area, designated Resource Conservation Area (RCA) to Intensely Developed Area (IDA).

RECOMMENDATIONS:

Staff: Staff supports approval of the supplemental growth allocation by County Council (Council) based on the Findings of Fact.

<table>
<tr><td colspan="2">APPLICATION INFORMATION:</td></tr>
<tr><td>APPLICANTS:
Thomas R. Cohee
28580 Mary’s Court
Easton, Maryland 21601

Lot 16, LLC
c/o Thomas R. Cohee
28580 Mary’s Court
Easton, Maryland 21601</td><td>AGENT:
Ryan Showalter & Brendan Mullaney
McAllister, DeTar, Showalter & Walker
100 N. West Street
Easton, Maryland 21601
rshowalter@mdswlaw.com</td></tr>
<tr><td colspan="2">PARCELS/ACREAGE:
<table>
<tr><th>Tax Map Number</th><th>Acreage</th></tr>
<tr><td>Tax Map 25, Grid 22, Parcel 46, Lots 16 & 20</td><td>6.556 acres (Lot 16)
8.348 acres (Lot 20)</td></tr>
</table></td></tr>
<tr><td>ACCEPTANCE DATE:
July 18, 2022</td><td>LOCATION:
28580 Mary’s Court, Easton, Maryland, 21601</td></tr>
<tr><td>EXISTING ZONING:
Agricultural District (A1)
Business Commercial District (BC)</td><td>PROPOSED LAND USE:
Industrial</td></tr>
</table>

CONTEXT:

Location/Site Access – The properties are located on the north end of Mary's Court which is further accessed from Mistletoe Drive, which continues further onto Glebe Road.

Existing Conditions – Lot 16 contains three (3) existing one-story buildings identified as building "A", "B", and "C" respectively on the applicant's concept plan. This lot is also improved with existing paved on-site parking and an access road, as well as a fenced in storage area. The lot is bisected by the Critical Area boundary line with a land management designation of IDA. This lot also contains an existing forest conservation area that is adjacent to nontidal wetlands and a perennial stream identified as Glebe Creek.

Lot 20 is currently an unimproved lot adjacent to Lot 16, which is encumbered largely by an existing stormwater management easement area and stormwater management pond. The lot is located entirely within the Critical Area with a land management designation of RCA. The northerly portion of the property contains a forest protection area, existing forested areas as well as nontidal wetlands adjacent to Glebe Creek.

Surrounding Properties –

North – Agricultural, residential and industrial lands zoned Resource Conservation (RC) and Limited Industrial (LI) under the jurisdiction of Talbot County.

South – Additional lots within what is known as the Talbot Commerce Park zoned BC under the Town of Easton jurisdiction.

East – Additional lots within what is known as the Talbot Commerce Park zoned BC under the Town of Easton jurisdiction.

West – The intersection of Goldsborough Neck Road and Glebe Road, as well as industrial lands zoned LI under the jurisdiction of Talbot County.

Figure 1: **Vicinity Map**

PROPOSAL: The applicant is seeking County Council approval to award supplemental Growth Allocation for the reclassification of 8.348 acres of land located within the Critical Area, designated Resource Conservation Area (RCA) to Intensely Developed Area (IDA).

The supplemental growth allocation, if approved, will reclassify lands of Lot 16 & 20 in Talbot Commerce Park in the Critical Area from RCA (Resource Conservation Area) to IDA (Intensely Developed Area). The proposed reclassification would allow for the applicant to develop Lot 20 in a similar fashion to the other lots located within the Talbot Commerce Park.

The concept plan submitted as part of this application includes a proposed 16,000 sq. ft. warehouse building and a 4,025 sq. ft. one-story office building as well as a 6,414 sq. ft. one-story office addition to building "A" on Lot 16; as well as a two (2) 8,100 sq. ft. one-story office buildings on Lot 20. The concept plan also depicts areas for proposed parking, drive isles, loading areas and landscaping features.

BACKGROUND: Talbot Commerce Park was subdivided in 1997 into 18 lots under Talbot County jurisdiction and zoned as Limited Industrial. The Critical Area portion of the parcel was left as open space and used for stormwater management. Once the park was approximately 80% developed under the County jurisdiction, the entire park was annexed into the Town of Easton in 2014. The park was the subject of a Comprehensive Water and Sewer Plan Amendment in 2014 to classify the park from un-programmed to W-1 and S-1. Resolution 217 waived the 5 year hold on the conversion from the County zoning to the Town zoning.

The procedures for the processing of a reclassification by Growth Allocation for Critical Area Land Management Designation in Talbot County is provided in § 190-55.5 of the *Talbot County Code* (the Code). When the Talbot County's Critical Area Program was originally adopted in 1985 it was limited to a total of 2,554 acres (5% of the existing RCA designated lands within the County) of land area to be reclassified to a more intensified land management designation. The County assigned a portion of this acreage to each of the incorporated towns (Easton, Oxford and St. Michaels), leaving the remainder of this acreage (1,872.38 acres) for future use in the unincorporated areas of the County.

Table VII-3 of the Code depicts the original growth allocation acreages assigned to each of the three Towns, as well as the remaining acreages as of January 1, 2018. Currently, the Town of Easton has 0 acres remaining for purposes of reclassifying lands designated as RCA to either LDA or IDA, and approximately 16.49 acres remaining for purposes of reclassifying lands designated as LDA to IDA. While the Town of Easton has utilized the entirety of its reserved acreage for growth allocation from RCA to LDA or IDA, the Code permits for Towns to request supplemental growth allocation under § 190-55.5.I. Supplemental growth allocation granted by the County would be subtracted directly from the County's remaining total growth allocation. Additionally, the Code stipulates that supplemental growth allocation shall not exceed a cumulative total of 618 acres.

Once a supplemental growth allocation application is submitted to the applicable jurisdiction, in this instance the Town of Easton, the application must follow the review process outlined in § 190-55.5.I.3. of the Code. This process includes a joint hearing between Planning Commissions of both the Town and County, in which each Commission must vote separately and make its recommendation to its respective Council. The County and Town Councils must then hold a joint hearing where they must make their respective decisions separately based on their evaluation of the application. The standards for this evaluation are specified within § 190-55.5.F. of the Code.

The Town of Easton and Talbot County Planning Commissions hosted a joint meeting on Monday, September 26, 2022, in the Town Council Chambers to hear and discuss this application. At this time both Planning Commissions chose to table their recommendations on the application. The County Planning Commissions reason for tabling their decision on the application was to allow staff adequate time to review the submitted stormwater management report, and to allow the applicant sufficient time to address the Critical Area Commissions preliminary comments on this application.

The Town of Easton Planning Commission voted 4-0-1 to recommend the Town Council support of the Supplemental Growth Allocation Request at their meeting on November 17, 2022, subject to conditions of approval as noted in transmittal letter dated January 9, 2023 (Attachment 11).

The Talbot County Planning Commission voted 5-0 to recommend the County Council Support of the Supplemental Growth Allocation Request at their meeting on December 7, 2022, with a recommendation that the County Council explore options for establishing future policy within the Comprehensive Plan specific to Growth Allocation and Supplemental Growth Allocation requests.

OUTSTANDING ISSUES:

No outstanding issues identified by staff.

POLICY AND ZONING ANALYSIS:

Criteria for location of new LDA and IDA areas that are less than 20 acres - § 190-15.3.I.3.b.and 5. of the Talbot County Code requires the following standards to be met when considering any new or expanded IDA. These standards are provided below, followed by staff's analysis.

b. A new IDA may be less than 20 acres only if:

i. The area is served by public sewer;

Analysis – The applicant is proposing to combine existing Lots 16 and 20. As part of that process, the two existing sewage disposal areas depicted on each lot will be removed and public sewer will serve the new development.

ii. The proposed IDA would be for the purpose of allowing land uses consistent with Comprehensive Plan goals;

Analysis – The existing lots are currently located within the Town boundary. One of the main policies within the 2016 Talbot County Comprehensive Plan (the Plan) is to ensure that concentrations of both commercial and industrial development are located in well-planned centers or parks within the towns, or directed to areas for penitential infill and redevelopment (2016 Comprehensive Plan, Development and Growth Planning Sector Policies, 2.13).

iii. The Comprehensive Plan land use policies for the particular location support development with density or intensity suitable for an IDA;

Analysis – As stated previously, the Lots exist within the Talbot Commerce Park, which for the majority's part, is classified under the Town's business center zoning designation. Consistent with land use policy 2.13 which supports the proposal for locating new or expanded commercial and industrial uses within well-planned centers or parks within the Town.

iv. The IDA would have overall economic benefit for the community; and

Analysis – Reclassifying the Critical Area designation of these lots would facilitate the expansion of the industrial and commercial uses in a well-established business park that already contains a wide array of light industrial and commercial uses within it. The ability to expand on the existing site would allow for the potential to generate new employment and business opportunities within the Town. Development should be directed to designated growth areas within towns that have commercially and industrially zoned lands (2016 Comprehensive Plan, Economic Development Policies, 7.4). Additionally, the proposed concept plan would facilitate the abandonment of the existing septic systems on Lots 16 and 20 for the purpose of connecting to public sewer.

v. The IDA designation will support the established character of a community and provide for suitable infill and redevelopment.

Analysis – The business park was developed in the late 90's and annexed into the Town of Easton in 2014. The land uses within the business park have largely existed as light industrial and commercial land uses since the original development. The IDA designation on these lots will allow for additional expansions within the Business Park where infrastructure already exists.

5. In addition, any new LDA or IDA shall be located in a manner that:

a. Minimizes impacts to habitat protection areas;

Analysis – The additions and expansions of the buildings shown on the concept plan are designed and located in a manner that will not require any forest clearing of wetland buffer disturbance.

b. Optimizes benefits to water quality; and

Analysis – As part of the proposed development project the applicant will be required to address stormwater management, as well as compliance with the 10 percent pollutant reduction rule. Preliminary plans were submitted by the applicant and reviewed by the Town of Easton Engineering Department and Critical Area staff and confirmed the concept of the design could work, noting additional review will be necessary to confirm compliance during the site plan review process.

c. Minimizes impacts to agricultural land and forests.

Analysis – There are no existing agricultural lands located on Lots 16 and 20 and the adjacent properties are improved properties within the business park, therefore, no impacts are expected with respect to agricultural lands. As stated previously, there is no forest clearing proposed within the concept plan, and an additional 0.29 acres is proposed to be placed within forest protection.

Criteria for deciding whether to approve or disapprove an application for amendment to the land management designation and/or growth allocation – §190-55.5.F. The Council shall evaluate the applicable components of the application: the Zoning Map amendment, the revision to the Critical Area land management designation, requested growth allocation, and the concept plan. All of the standards given below shall be used in evaluating the application.

1. **The standards and factors for amendments to the Official Zoning Map (§ 190-55.2.B and C) shall be used to evaluate any proposed rezoning.**

   Analysis – The standards and factors for zone map amendments are not applicable in this instance, as this application does not propose rezoning within the County.

2. **In addition, the Council shall consider the following factors as applicable:**

   a. **Whether applicable requirements of the County's Critical Area Program, Zoning Ordinance and Subdivision Regulations have been met, including the standards for establishment of RCA, LDA and IDA areas established in § 190-15.3.**

      Analysis – Staff analysis of these specific criteria are provided above.

   b. **In addition to meeting the minimum requirements of the Critical Area Regulations, the project design shall enhance the habitat value or improve water quality in the area. For example, afforestation may exceed the 15% requirement or best management practices for stormwater management may be installed on portions of the site to remain in agricultural use.**

      Analysis – Based upon staff evaluation of the concept plan, there does not appear any forest clearing proposed to accommodate the intended use of this property as part of the supplemental growth allocation request. The existing forest conservation areas established on these two lots will remain, with additional areas to be added to accommodate the proposed development. Based upon staff evaluation it appears that 3.672 acres (26.9%) of the lot, when combined would be located within resource protection areas with 2.67 acres (19.1%) of that area being existing woodlands to remain.

      The Critical Area Environmental Impact Assessment associated with this project confirms that there are no rare threatened or endangered species located on the site. Further, the existing forested areas onsite are not identified as areas for breeding for Forest Interior Dwelling Birds (FIDS). The Department of Natural Resources (DNR) did note that the Delmarva fox squirrel is known to occur on or in the vicinity of the sire and included a list of conservation guidelines for forested areas. Glebe Creek and the nontidal wetland areas located on these lots are not proposed to be impacted. These areas will remain buffered from the proposed development by the existing forested area and the required 25-foot buffer required for mapped nontidal wetlands.

   c. **For residential development, a community pier shall be provided ration than individual piers.**

Not applicable.

d. The location, nature, and timing of the proposed growth allocation in relation to the public interest in ordered, efficient, and productive development and land use.

Analysis – The proposed growth allocation would allow for the expansion of the commercial and industrial uses by combining Lots 16 and 20. This proposal would allow for additional growth within an already existing business park where concentrations of commercial and industrial uses already exist. Additionally, the proposal would facilitate the abandonment of two established sewage disposal areas for the purpose of connecting the existing and proposed buildings to public water and sewer. Existing utilities are already available to this site, therefore, offsite disturbance to tie into existing infrastructure would be minimal, if necessary at all.

e. Whether the proposed growth allocation, subject to the proposed concept site plan, will fulfill public purposes through the provision of public facilities, implementation of Comprehensive Plan strategies, or advancement of the land use policies and objectives of the Comprehensive Plan.

Analysis – Availability and affordability of community services are important indicators of the County's quality of life. Ensuring that proper analysis of existing and proposed facilities is taken into account when reviewing proposed development projects or any future planned development is imperative. Development projects should be contemplated and targeted to areas where these service improvements already exist to ensure that these facilities remain at an operating capacity that is sufficient to meet the both the County's and Town's needs. (2016 Comprehensive Plan, Countywide Community Service and Facility Policies, 4.6). These lots are within an area where existing infrastructure exists to allow and provide for adequate services to facilitate the proposed expansion.

A great deal of the 2016 Comprehensive Plan strategies, policies and objectives are centered around ensuring that the unique and rural landscape remain positive defining characteristics of what makes Talbot County so unique. In order to achieve this the County has developed various policies and strategies to facilitate future growth while retaining the rural character. Many of these strategies and policies are centered on ensuring that future growth and development is directed towards the incorporated Towns where it has been identified that that well-planned development can be accommodated. Based upon staff's analysis of the above cited factors, it appears that the proposed growth allocation application and concept plan accomplishes all of these.

3. The Council may approve the application only if it finds that the proposed concept site plan will:

a. Create lots or parcels that maximize opportunities for clustered development that protect habitat and agricultural resources;

Not applicable

b. Locate structures to minimize impact on habitat protection areas and agricultural areas;

Analysis – As previously stated, the proposed concept plan does not propose any forest clearing to accommodate the proposed improvements depicted. Additionally, there are no proposed impacts to the

existing nontidal wetlands and their respective buffers. The environmental report previously referenced confirmed that there were no identified rare, threatened or endangered species occurring on the site.

c. Avoid or provide a minimally disturbed Shoreline Development Buffer;

Not applicable, there is no areas of Shoreline Development Buffer on Lots 16 and 20.

d. Minimize soil erosion and runoff;

Analysis – None of the proposed improvements are proposed to impact the existing woodland areas or nontidal wetlands. Should the project mover forward, all construction plans will be reviewed and approved by the Talbot County Soil Conservation District to ensure minimization of soil erosion and runoff.

e. Maximize protection of eroding shorelines;

Not applicable

f. Have a minimal impact or cause an improvement to stormwater, floodplain and stream characteristics;

Analysis – The conceptual stormwater management plan that was submitted as part of this application proposes the use of several micro-bioretention areas on the site, along with the existing stormwater management pond currently located on Lot 20. The proposed stormwater management plan will be reviewed for compliance by the Town of Easton Department of Public Works as part of the development review process, should the project move forward. This plan would need to comply with the 10 percent nutrient reduction criteria in order to be approved.

There is not existing areas within the floodplain on either lot, and as previously stated, the plans depict that there will be no impacts to Glebe Creek or the nontidal wetlands and their respective buffers.

RECOMMENDED CONDITIONS:

Staff supports the County Council approval of the supplemental growth allocation, with the following conditions:

1. The applicant shall follow allow rules and procedures as outlined in *the Talbot County Code* Section 190-55.5.I. regarding supplemental growth allocation within towns.

DRAFT MOTIONS:

1. I move that the County Council approve of CC-22-2, Supplemental Growth Allocation Request for Thomas R. Cohee and Lot 16, LLC, based on the Findings for Approval and subject to the conditions of approval.

OR

2. I move that the County Council deny CC-22-2, Supplemental Growth Allocation Request for Thomas R. Cohee and Lot 16, LLC, based on the following findings….

OR

3. I move an alternate motion.

ATTACHMENTS:

1. Supplemental Growth Allocation Application (CC-22-2)
2. Conceptual Site Plan
3. Environmental Impact Assessment March 12, 2020
4. Department of Natural Resources Letter, June 11, 2022
5. Critical Area Map
6. Verification of Growth Allocation Acreage
7. Statement of Significance
8. Aerial Exhibits
9. Letter of Approval from Property Owner
10. Copy of Deed (Lot 16)
11. Revised Narrative and Stormwater Report September 22, 2022
12. Critical Area Comments October 24, 2022
13. Town Planning Commission Recommendation September 15, 2022

TOWN OF EASTON
14 S. Harrison Street, P.O. Box 520
Easton, Maryland 21601
Phone: 410-822-2525
www.eastonmd.gov

MEMORANDUM

TO: Ms. Megan JM Cook, President of the Council
Members of the Town Council

cc: Donald J. Richardson
Sharon VanEmburgh

FROM: Mayor Robert C. Willey

SUBJECT: Boards and Commissions

DATE: April 3, 2023

- As mentioned in the March 20 Council meeting, Ms. Rodanthe Hanrahan, Vice Chair on the Utilities' Commission is moving out of the area and needs to be replaced. Mr. Grunden has recommended Ms. C. Lee Gordon for the remainder of Ms. Hanrahan's term which will expire April 2027. Ms. Gordon's resume is as follows:

  Lee Gordon is originally from Baltimore, Maryland. She obtained her undergraduate degree in Politics from Washington & Lee University's Williams School of Commerce and graduated from the University of Baltimore School of Law with honors. She served as a law clerk to the Honorable W. Newton Jackson, III in the Circuit Court for Wicomico County from 2007-2008. Active volunteer for Mid-Shore Pro-Bono and was awarded the organization's "Young Attorney Award" in 2009. Additionally in 2015, named a Super Lawyers' Rising Star 2016 and 2017 and selected as a Super Lawyer in 2022 and has been named to What's Up Eastern Shore's list of Leading Lawyers for 2014, 2015, 2020 and 2021. Vice President of Talbot Hospice Foundation, Inc., is a member of the Talbot County Advisory Board for Mid-Shore Community Foundation and serves on the board of Talbot Lacrosse Association. Served as the President of the Board for Christ Church Day School, Treasurer for the Baker-King Fund, Secretary for Eastern Shore Title Company, Inc. and on the Board of Trustees for The Country School. Partner at Parker Counts Law since 2008.

- Mr. Dudley Greer has submitted a Volunteer Interest Form for the Historic District Commission. Mr. Greer's information and qualifications are attached for consideration.
- Three members of the Affordable Housing Board also need to be re-appointed for a three-year term which expires May 2023:
  Roy Cowdrey
  Otis Sampson
  Sindy Reyes

- The Board of Canvassers' two-year term expires April 18, 2023. They have agreed to serve for an additional term.
  Louis W. Dorsey, Jr.
  Jennifer Williams

Your consideration for the above appointments is appreciated.

Town of Easton
Board and Commission Volunteer Interest Form
Submit Completed Form to the Mayor of the Town of Easton, Maryland for consideration

(Please Print)
Last Name GREER First Name Dudley MI M
Residence Address *(Street)* 524 Goldsborough St.
(Town) Easton *(County)* Talbot *(State)* MD
(Zip Code) 21601
How Long at this Residence? 3 years
Home Telephone Number (443) 527-9964

Occupation Retired Social Worker
Employer Name
Employer Address
Work Telephone Number (____)

Please circle the board(s) or commission(s) you are interested in serving as a member of:

Board of Appeals	Planning and Zoning Commission	(Historic District Commission)
Housing Authority	Easton Utilities Commission	Park Board
Ethics Commission	Waterfowl Festival Commission	Board of Canvassers
Tree Board	Affordable Housing Board	

Other (list) _____

Please list why you would like to serve on this committee and what your qualifications are (Attach extra sheets if necessary) Please see attached

Please list any special interests which should be considered during the appointment process (Attach extra sheets if necessary)_____

Applicant Signature 3/17/2023 Date

M. Dudley Greer
Attachment

Please list why you would like to serve on the Historic District Commission and what your qualifications are:

My wife and I retired to Easton 3 years ago. We purchased the vacant house on the corner of Goldsborough and Park Streets and proceeded to do a complete restoration. We knew that the house was in the Easton Historic District (HDC) and, even though we anticipated that there would be added costs to retore our home, we saw the benefits of being in the historic district. Our experience with the HDC was very positive and we were very impressed with the dedication, professionalism and service of all the commission members. Over the years, I have restored 7 homes, doing most of the work myself. Our Easton house was my biggest project and the guidance that the HDC provided was invaluable.

I can think of no better way to give back to our community than to serve on the HDC. At our previous residence I was the President of the Board of Directors of our housing cooperative. As such I had to find common ground and build consensus among a wide range of personalities. As a licensed psychotherapist, I have received extensive training in conflict resolution. All of these skills can be readily applied to the work of the HDC.

As you can see by my attached resume, I have almost 50 years of experience in management and many of these skills are transferrable to the work of the HDC. When I was 45 I made a major career change and went back to school to become a social worker. Being of service to others was a primary motivation for me to make this change. Being of service to the Town and residents of Easton would be a very fulfilling role to have in retirement.

Your consideration of my application is greatly appreciated and I look forward to your decision.

M. Dudley Greer
524 Goldsborough St.
Easton, Maryland 21601

M. Dudley Greer, LCSW-C, LCADC
524 Goldsborough St
Easton, Maryland 21601
Home (443) 527-9964
dudleygreer@gmail.com

Director, Training & Leadership Development *August 2019 to July 2021(Retired)*
HealthCare Access Maryland, Baltimore, Maryland
Providing direct, evidence based management and behavioral health training to a staff of 250. Develop and implement a leadership development curriculum for the HCAM executive management staff.

Director, Behavioral Health Outreach Programs *April 2015 to August 2019*
HealthCare Access Maryland, Baltimore, Maryland
Provide oversight and guidance on behavioral health outreach services provided through the agency. Position reports to the Vice President of Population Health. Responsibility for multiple programs, including Homeless Outreach, Eviction Prevention & Rapid Re-housing, Behavioral Health Information and Referral Line and Recovery Care Services. . Work in collaboration with the Mayor's Office of Human Services, Behavioral Health Systems Baltimore and other community agencies. Develop innovative grant proposals that expands HCAM's footprint and our service to the community. Prepare and manage annual grants and budgets. Provide direct and indirect supervision to a staff of approximately 30.

Mental Health Psychotherapist *October 2004 to 2020*
Universal Counseling Services, Baltimore, Maryland
Provide direct mental health treatment to adolescents and adults addressing issues across the spectrum of mental health disorders, including co-occurring disorders, while employing, primarily, a cognitive behavioral approach.

Vice President, Behavioral Health Services *February 2013 to April 2015*
Evergreen Health Cooperative, Baltimore, Maryland
Provide oversight and guidance on all behavioral health services provided through the cooperative. Position reports to the Chief Medical Officer. Identify options for choice of behavioral health management organizations, direct and manage the bid process as needed. Oversee chosen behavioral health management organization; manage contract and deliverables. Develop quality benchmarks for behavioral health providers. Provide guidance on developing behavioral health care protocols for direct service providers. Clinical oversight of behavioral health providers in four integrated primary care centers. Oversee quality initiatives and training. Coordinate integrated care with Third Party Administrator and Pharmacy Benefit Manager.

Director, Behavioral Health Services *May 2009 to February 2013*
Howard County Health Department, Columbia, Maryland
Acted in the dual capacity of Director and Clinical Director. Responsible for designing and implementing, jurisdiction wide, the full continuum of integrated, evidence-based treatment and prevention services. Write RFP's and negotiate contracts, develop performance measures and manage provider contracts. Work in collaboration with private and public community agencies as well as the citizens of Howard County. Act as spokesperson & liaison for the Health Department on behavioral health issues. Prepare and manage annual budget. Provide direct and indirect clinical supervision to a staff of licensed and certified counselors.

Program Manager, Adult Treatment Services *October 2006 to May 2009*
Baltimore County Bureau of Substance Abuse, Towson, Maryland
Direct managerial responsibility for two outpatient substance treatment programs, the Inpatient Treatment Access Program and the DSS/TCA Addiction Specialist Program with a staff of 30, made up of Clinical Supervisors, Licensed

& Certified Counselors, Accounting Clerk Supervisors, and administrative staff. Developed trainings and instituted evidence based practices. Quality control oversight and technical assistance responsibility for contracted vendors providing adult treatment services in Baltimore County.

August 2001 to October 2006

Supervisor, DSS Addiction Specialist Program
Baltimore County Bureau of Substance Abuse, Towson, Maryland
Directed the establishment of and supervised the DSS Addictions Specialist Program. This program provides addiction services to the Baltimore County Department of Social Services for over 4,000 clients a year.

Human Services Associate-Homeless Project *October 1998 to August 2001*
Baltimore County Bureau of Substance, Towson, Maryland
Played a key role in establishing the HUD grant funded Homeless Project. including setting guidelines, policies and procedures and managing an annual treatment budget. Job duties include seeking out and identifying homeless substance users who would benefit from treatment and providing psychosocial assessments, referrals to appropriate level of treatment, ongoing intensive case management and networking with human service support systems to ensure maximum client benefit.

Addiction Counselor *December 1996 to October 1998*
Baltimore County Bureau of Substance Abuse, Towson, Maryland
Provide assessment, treatment planning, group and individual counseling to alcohol and drug abusing clients. Instructor for alcohol and drug education classes, working with both adult and adolescent populations.

Owner/Manager *September 1985 to March 1996*
Dudley Enterprises, Glen Rock, Pennsylvania
Managed all phases of a successful small business. Recruit, hire, train and motivate a staff of 15. Maintain all product inventories, sales records, profit and loss statements and all state and federal administrative requirements.

Northeast Regional Manager *April 1976 to August 1985*
Amerada Hess Corporation, Woodbridge, NJ
During 9 year career was designated Fast Track Employee (FTE), rising from assistant station manager to station manager to field supervisor to district manager and then Northeast Regional Manager covering 300 company and dealer operated gas and convenience stores with a work force of over 1,500 and an annual budget in excess of 15 million. As an FTE, received advanced intensive management training that covered all aspects of managing a diverse range of business responsibilities with a concentration in personnel management.

EDUCATION

Masters of Social Work *July 2000*
University of Maryland-Baltimore, School of Social Work, Baltimore, Maryland
Clinical concentration with a Mental Health specialization

B.S., Political Science, Minor: Sociology *December 1975*
Towson State College, Towson, Maryland
Marshall University, Huntington, West Virginia *1970 - 1971*

PROFESSIONAL LICENSES & CERTIFICATIONS

Licensed Certified Social Worker-Clinical (LCSW-C)
Licensed Certified Alcohol and Drug Counselor (LCADC)
Myers-Briggs Certified Practitioner
Mental Health First Aid Certified Instructor

TOWN OF EASTON

P.O. Box 520
Easton, Maryland 21601

March 29, 2023

Mayor Robert Willey
Easton Town Council
14 S. Harrison Street
Easton, MD 21601

Dear Mayor and Town Council Members:

Members of the Town of Easton Park Advisory Board would like to recommend approval to the Mayor and Town Council:

1) Master Bodey A. Richardson, a Life Scout from Troop 741, has requested to build a kayak launch at Easton Point Park near the Rail Trail bridge on West Glenwood Avenue as his Eagle Scout Service Project. The project will include:
   a) A natural launch surrounded with rocks.
   b) An ADA accessible launch.
   c) A trail leading to the two launches.
   d) A staging area with benches.
   e) Cleaning out the invasive plants and adding natural ones from our area.

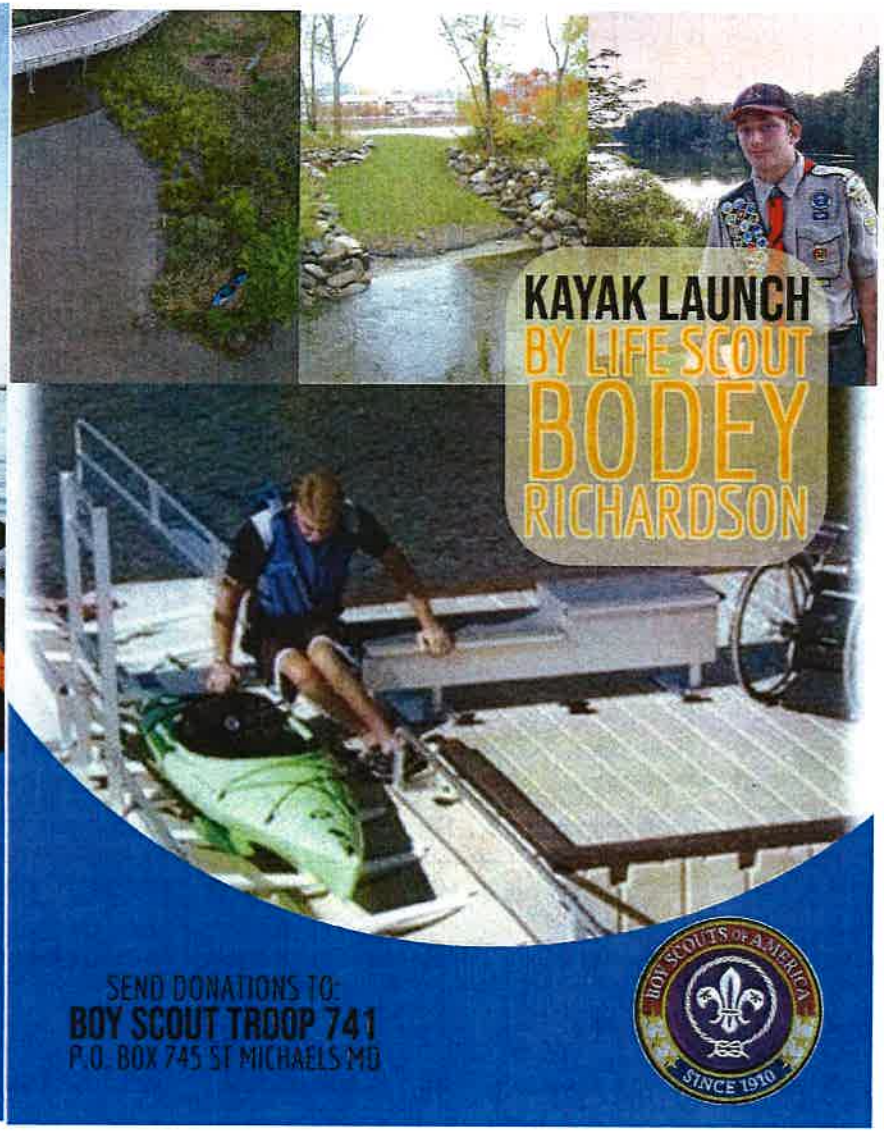
Please see the attached.

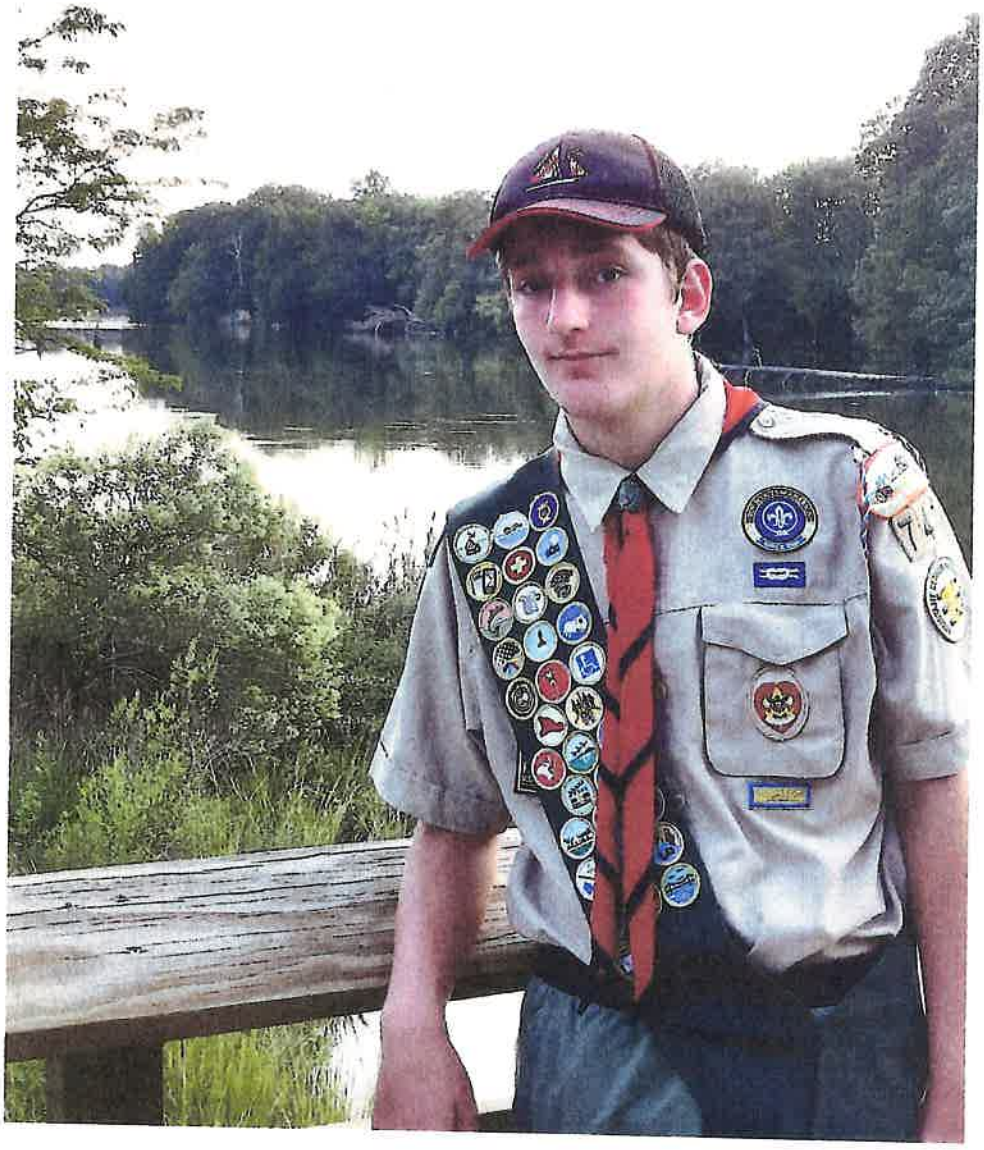
If you have questions or concerns, please feel free to contact me.

Regards,

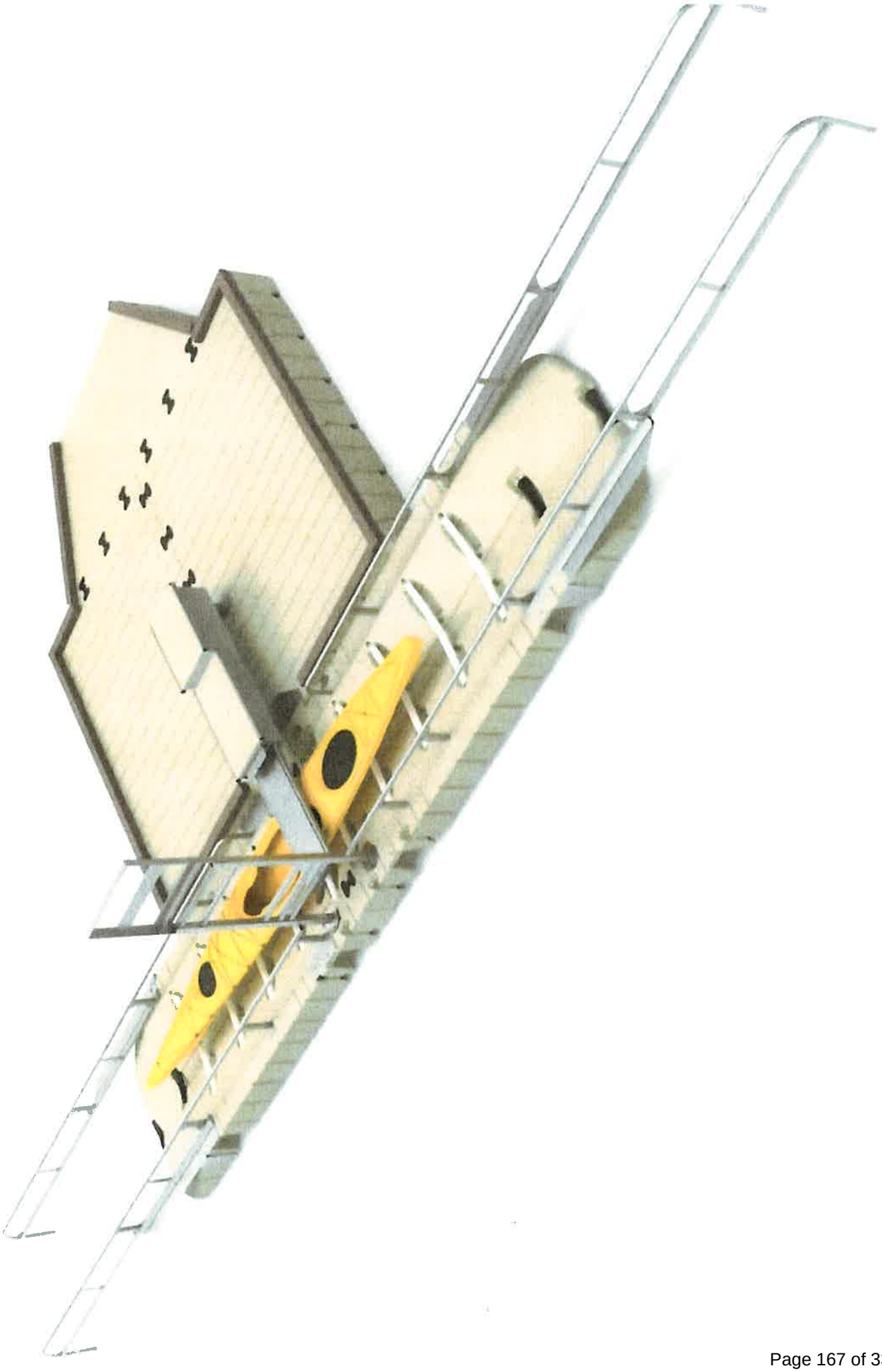
Mr. Michael Weise, Chairman
Town of Easton Park Advisory Board

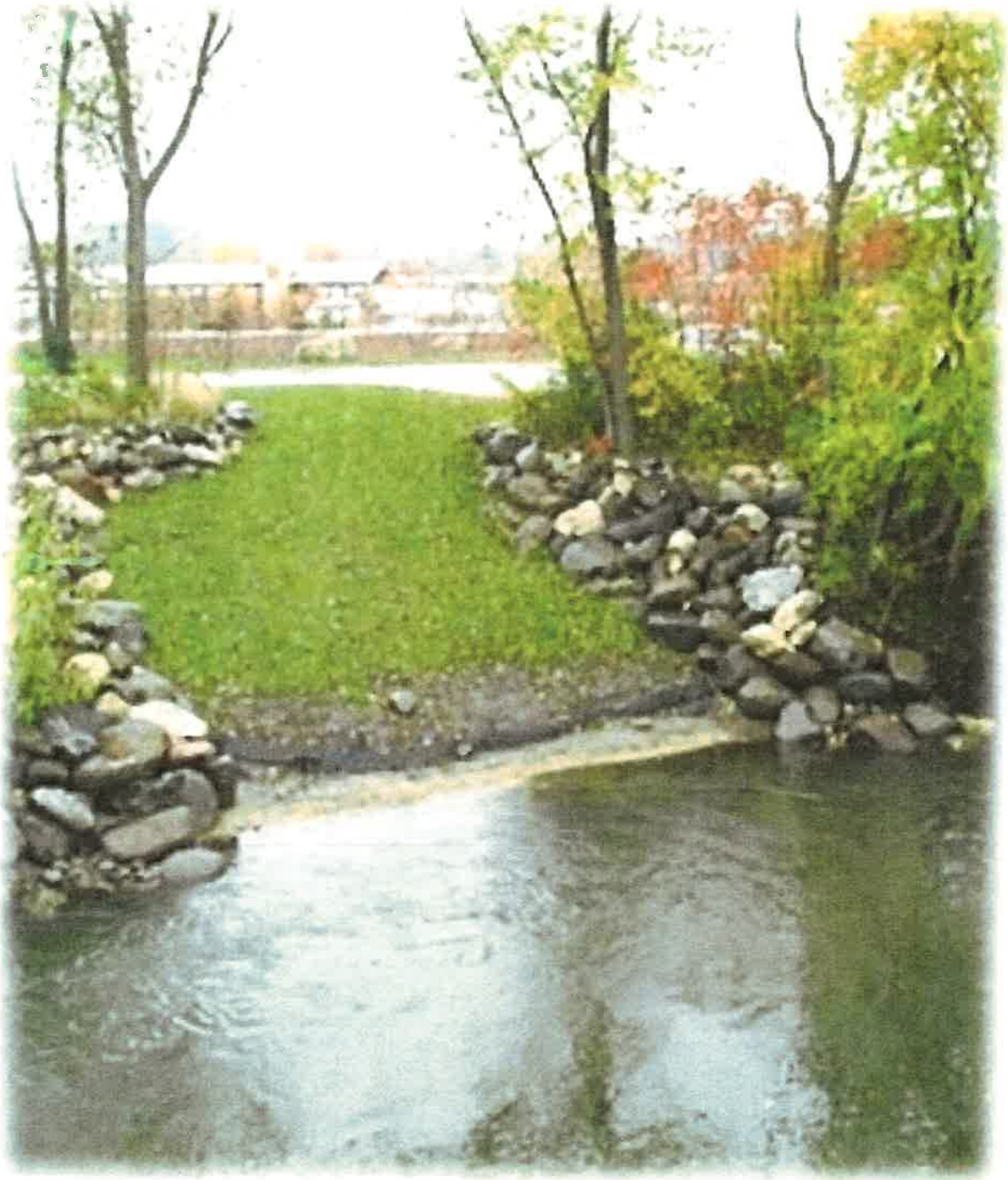
KAYAK LAUNCH
BY LIFE SCOUT
BODEY
RICHARDSON
My project, will be a kayak launch at the end of West Glenwood Avenue next to the rails to trail in Easton MD.
It will have path to both a natural and accessible floating launch and will benefit the community by being in an ideal area for kayaking. Be sure to invite family and friends to have a good time.
We will redo the area by clearing out any foreign-invasive plants and replace them with native species. A final touch will be adding a sitting area with benches
EAGLE SCOUT PROJECT
EAGLE SPONSOR $5,000
LIFE SPONSOR $1,000
STAR SPONSOR $1,500
CLASS SPONSOR $1,000
TENDERFOOT SPONSOR $500
SCOUT SPONSOR $250
SUPPORT AN EAGLE SCOUT SERVICE PROJECT!
BOY SCOUT TROOP 741
P.O. BOX 745 ST MICHAELS MD
BOY SCOUTS OF AMERICA
SINCE 1910

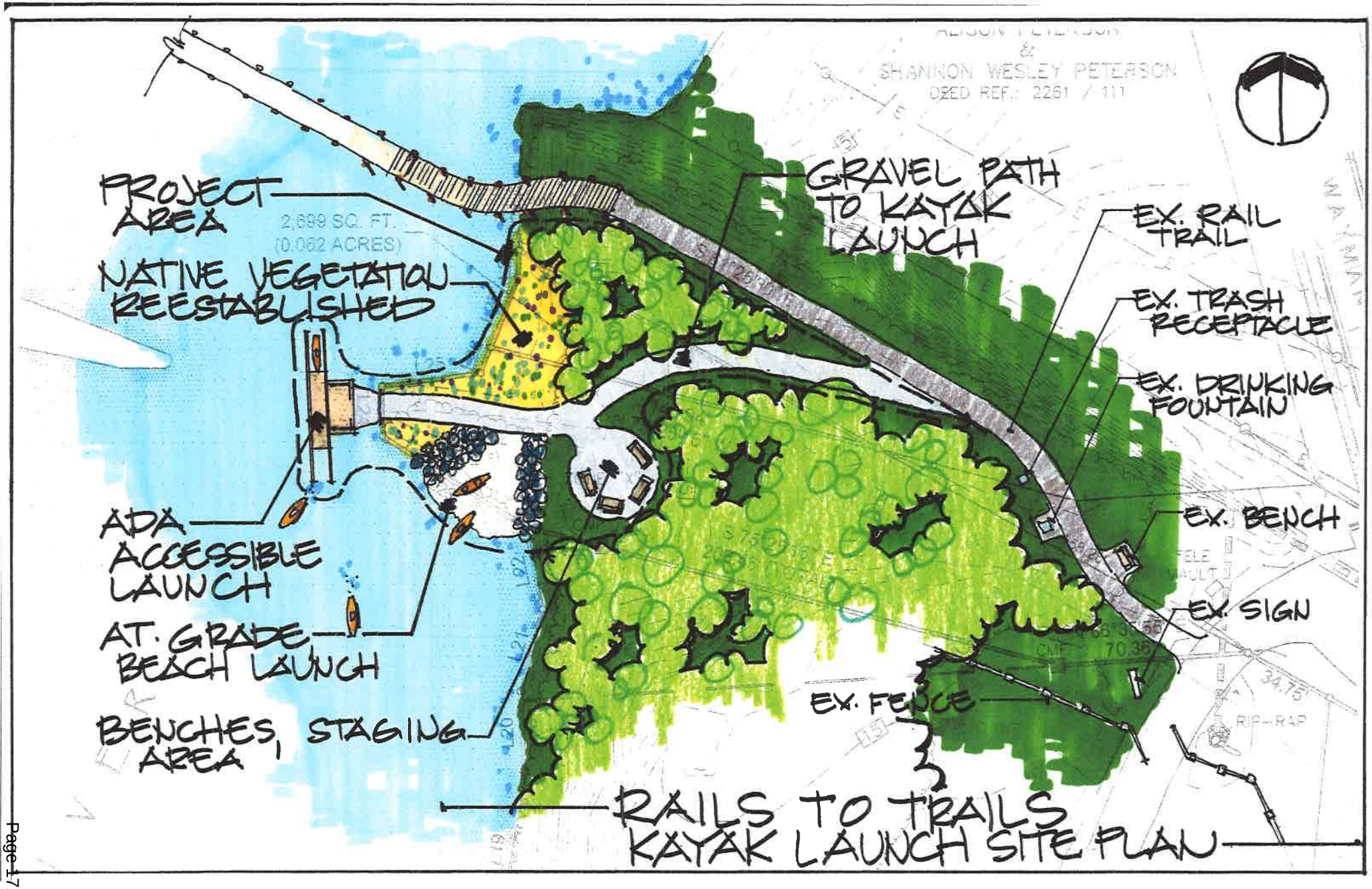

KAYAK LAUNCH
BY LIFE SCOUT
BODEY
RICHARDSON
SEND DONATIONS TO:
BOY SCOUT TROOP 741
P.O. BOX 745 ST MICHAELS MD
BOY SCOUTS OF AMERICA
SINCE 1910



NATIVE PLANTS
SHORELINE STABILIZATION
ROCKS or BULKHEAD
PILINGS - THREE
KAYAK LAUNCH






PROJECT AREA
2,639 SQ. FT.
(0.062 ACRES)
NATIVE VEGETATION REESTABLISHED
ADA ACCESSIBLE LAUNCH
AT-GRADE BEACH LAUNCH
BENCHES, STAGING AREA
GRAVEL PATH TO KAYAK LAUNCH
EX. RAIL TRAIL
EX. TRASH RECEPTACLE
EX. DRINKING FOUNTAIN
EX. BENCH
EX. SIGN
EX. FENCE
SHANNON WESLEY PETERSON
DEED REF.: 2261 / 111
RIP-RAP
RAILS TO TRAILS
KAYAK LAUNCH SITE PLAN

Econolite Systems Quote

Town of Easton, Maryland

Traffic Camera Project

February 9, 2023

Econolite Systems, Inc. is pleased to offer you the following quotes at the prices and terms set forth in this letter and subject to agreement on terms in any resultant contract/agreement.

ITEM #	Item Description	Unit	Qty	Unit Price	Total
1	**Centracs Mobility – Initial System Setup**	LS	1	$34,690	$34,690
	Included: Econolite Systems quote includes pricing to supply the following items. • Initial Centracs Mobility Standard and Edaptive set-up & configuration for up to 13 intersections. • Remote training – up to ½ day. **Assumptions:** • Controllers & firmware that work with Centracs Mobility. • Quote assumes Agency will supply internet access at Agency's Public Works/TOC facility. • Agency & Econolite execute the Centracs Mobility Services Agreement. • Any project specific testing and documentation is not included.				
2	**Centracs Mobility System Service**	Year	5	$9,250	$46,250
	Included: Econolite Systems quote includes pricing to supply the following items. • Provide Centracs Mobility Standard and Edaptive service for up to 13 intersections for 5 years. Service period to commence once communications is established at an initial 5 intersections. **Not Included:** Any of the following is not included within Econolite Systems' quote: controllers, firmware, database conversions; communications or any spare equipment. **Note**: a 5% service discount is available for a prepaid term of 3 or 4 year, with a 10% service discount on prepaid terms of 5 years or more. If prepaid, service price is guaranteed for the 5-year period. If paid annually, service price may escalate by 3% year over year.				
3	**Controllers**	EA	6	$3,880	$23,280
	Included: Econolite Systems quote includes pricing to supply the following items. • Cobalt ATC with EOS software preloaded (PN COB2120110000) **Note**: Controller programming and testing to be performed by Agency				
4	**MMU**	EA	7	$1,696	$11,872
	Included: Econolite Systems quote includes pricing to supply the following items. • MMU2 PN 1133-128, MMU2-16Leip				
5	**Cabinets**	EA	2	$13,992	$27,984
	Included: Econolite Systems quote includes pricing to supply the following items. • Econolite cabinet (PN CAB18036) **Note**: Cabinet testing to be performed by Agency.				
6	**Video Detection – Vision Cameras**	EA	33	$5,846	$192,918
	Included: Econolite Systems quote includes pricing to supply the following items. • Vision Camera.				
7	**Video Detection – Comm Manager**	EA	8	$3,393	$27,144
	Included: Econolite Systems quote includes pricing to supply the following items. • Comm Manager.				

ITEM #	Item Description	Unit	Qty	Unit Price	Total
8	**Video Detection – Camera Brackets**	EA	33	$249	$8,217
	Included: Econolite Systems quote includes pricing to supply the following items. • Camera Brackets "J" or 5' Long Bracket.				
9	**Video Detection – Cable for Cameras**	FT	17,000	$0.76	$12,920
	Included: Econolite Systems quote includes pricing to supply the following items. • Video detection cable.				
10	**Video Detection – SDLC Cable**	EA	8	$80	$640
	Included: Econolite Systems quote includes pricing to supply the following items. • SDLC cable from Comm Manager to Controller.				
11	**Supply Communications Equipment**	LS	1	$110,870	$110,870

	Included: Econolite Systems quote includes pricing to supply the following items.
	• Develop IP scheme and network switch port assignment document
	• At Agency's Public Works/TOC facility:
	  ○ Furnish, install, and configure Cisco Catalyst 9300 24-port (C9300-24T-E) with one 8x10GE Network Module (C9300-NM-8X). Includes:
	  ▪ Six fiber SFP's (GLC-XS-MMD) for comm to field
	  ▪ One copper SFP (GLC-TE)
	  ○ Furnish, install, and configure Palo Alto PA-850 firewall. Includes:
	  ▪ Four SFP's for connection to Cisco switch
	  ○ Furnish, install, and configure Server (HP DL360 or equivalent (meeting Mobility hardware requirements) to host Mobility OnPremise service, which functions as an interface between the field fiber network and the Mobility cloud.
	• Furnish and configure Moxa EDR-810-2GSFP-T Ethernet switch with two Moxa SFP-1GLXLC-T SFPs, power cord and power supply at 13 intersections.
	• Supply 5 CAT6 patch cables for 13 intersections.
	Assumptions:
	• Installation of field communications equipment is quoted separately under Item #17.
	• Quote assumes Agency will supply internet access and a four-post equipment rack at Agency's Public Works/TOC facility.
	• Equipment quantities may vary based on the Town's final fiber design. Econolite Systems reserves the right to adjust pricing for this line item in response to final fiber network details.
	• Pricing assumes the Town will supply/install fiber into the cabinet, up to and including a fiber patch panel, which will serve as the demarcation point between what the Town supplies and materials provided by Econolite.				

12	**Network Equipment 5-Year Subscription**	LS	1	$24,360	$24,360
	Included: Econolite Systems quote includes pricing to supply the following items. • 5-year Smartnet Subscription for Cisco Catalyst 9300 switch • 5-year C9300 Essentials License • 5-year GlobalProtect Subscription for PA-850 firewall • 5-year Premium Support Subscription for PA-850 firewall				

ITEM #	Item Description	Unit	Qty	Unit Price	Total
	Assumptions: • Cisco and Palo Alto equipment supply includes 5-year licenses/subscriptions. Agency will be responsible to pay for continuing licenses and subscriptions thereafter.				
13	**Installation - Controllers**	EA	6	$1,460	$8,760
	Included: Econolite Systems quote includes pricing to supply the following items. • Convert existing controller database to EOS. • Install Cobalt ATC controller at 6 intersections.				
14	**Installation – MMUs**	EA	7	$280	$1,960
	Included: Econolite Systems quote includes pricing to supply the following items. • Install MMUs at 7 intersections.				
15	**Installation - Cabinets**	EA	2	$3,500	$7,000
	Included: Econolite Systems quote includes pricing to supply the following items. • Install cabinet at 2 intersections. **Assumptions:** • Installation of communications equipment is quoted separately under Items 12A or 12B. • Installation will be on the existing foundation for base mount cabinets. No foundation work is included in our quote. • Traffic control is not included. • Permits for this project are not included.				
16	**Installation - Vision Video (Per Intersection)**	INT	8	$10,450	$83,600
	Included: Econolite Systems quote includes pricing to supply the following items. • Install video detection at 8 intersections • Configure video detection at 8 intersections • Costs assume that video detectors at any span wire intersections would be mounted on luminaires supplied and installed by the Agency • Any changes in scope of work may constitute a change order & possibly a quotation revision • Traffic control is not included • Permits for this project are not included • Assumes conduits are free of obstructions				
17	**Field Installation – Communications Equipment**	LS	1	$17,640	$17,640
	Included: Econolite Systems quote includes pricing to supply the following items. • Installation of fiber field communications equipment at 13 intersections.				
				TOTAL PRICE	$640,105

General Terms & Conditions

1. Quote does not include development of any project design documentation.
2. Payment shall be in accordance with the mutually agreed upon contract.
3. Price quotation is valid for 60-days.
4. Price is inclusive of shipping.

Special Conditions

1. Please examine explanation each bid item above carefully for inclusions and exclusions.
2. Refer to Appendix for a listing of equipment quantities per intersection.

Quote Date: February 9, 2023
Quoted by: Stephanie DeFazio
Regional Vice President
sdefazio@econolite.com

Contact: (703) 789-5125

Appendix

		Equipment Quantity per Intersection							
Int #	Intersection Name	Controller	MMU	Cabinet	Vision Camera	Com Manager	Camera Brackets	Camera Cable (FT)	SDLC Cable
1	Glebe and Washington	0	0	0	3	1	3	1,000	1
2	Glebe/Marlboro	1	1	0	0	0	0	0	0
3	Kohls Plaza	1	1	0	0	0	0	0	0
4	Bay and Washington/CSC	1	1	0	7	1	7	3,000	1
5	Washington and Goldsboro	1	1	1	2	1	2	1,000	1
6	Dover and Washington	0	1	0	2	1	2	1,000	1
7	Goldsboro and Harrison	0	0	0	0	0	0	5,000	0
8	Dover and Harrison	1	1	0	0	0	0	0	0
9	Aurora and Goldsboro	0	0	0	4	1	4	1,000	1
10	Aurora and Dover	0	0	0	4	1	4	1,000	1
11	Aurora and Brooklets	0	0	0	4	1	4	1,000	1
12	Aurora and Idlewild	0	0	0	2	0	2	1,000	0
13	5 Corners	1	1	1	5	1	5	2,000	1
	TOTAL	**6**	**7**	**2**	**33**	**8**	**33**	**17,000**	**8**

TOWN OF
EASTON
ENGINEERING DEPARTMENT

DATE: **March 30, 2023**

TO: **Don Richardson – Town Manager**

cc: **Mayor Willey**

FROM: **Rick Van Emburgh, P.E. – Town Engineer**

SUBJECT: **Traffic Signal Conversion & Upgrade Recommendation**

There are thirteen (13) existing traffic signals on Town of Easton streets (not including State Highway). Each intersection uses Econolite equipment to control the timing of the signals. The equipment at each intersection, some equipment as old as 1986, uses detector loops in the pavement, wireless pucks in the pavement, radar, cameras, and some do not have detection.

The Engineering Department and Easton Utilities have been working with Econolite over the past several years to upgrade each intersection as maintenance and upgrades are required. The Engineering Department and Easton Utilities have also been planning over the past several years to upgrade all traffic signals to an interconnected **camera** based system. This proposed camera based system would eliminate the need for loops, pucks, etc. and create a uniform standard.

Econolite provided a quote (attached) for a Traffic Management System for $640,105. This includes cameras, new controllers at 6 of the 13 intersections, and a 5 year software management subscription. The proposed Econolite Traffic Management System would improve public safety, reduce traffic congestion, and improve drive times.

The proposed Econolite Traffic Management System would require an expansion of the Easton Utilities fiber network to each intersection. Easton Utilities estimated the upgrade cost in March 2022 at $112,000. Given recent material cost increases, we propose a budget of $150,000 for this work.

The Town of Easton has $1,325,000 allocated for a Traffic Signal Conversion & Upgrade project using ARP (American Rescue Plan) funds (Easton Project #ARP-009).

The total project budget summary is:

Task	Cost
Easton Utilities Fiber Network Budget	$150,000
Econolite Traffic Management System Quote	$640,105
Total	**$790,105**

P.O. Box 520, Easton, Maryland 21601
410-820-8822
Engineering@EastonMD.gov - www.EastonMD.gov

After the first five (5) years, there will be an annual service subscription of approximately $7,000 (at today's cost).

With the remaining $534,895 ($1,325,000 Budget - $790,105 Cost), the Centrax Priority Module may be added to the Econolite Traffic Management System. This would replace the existing Opticom Emergency Vehicle Preemption system. The Centrax Priority Module is GPS based and would significantly improve emergency response time and decrease hardware maintenance cost. This cost is estimated at $400,000 and may be added on later.

We currently work with Econolite and have been very satisfied with their work.

In conclusion, I have reviewed the quote and recommend awarding the project to Econolite for a Lump Sum Price of $640,105.

END OF RECOMMENDATION

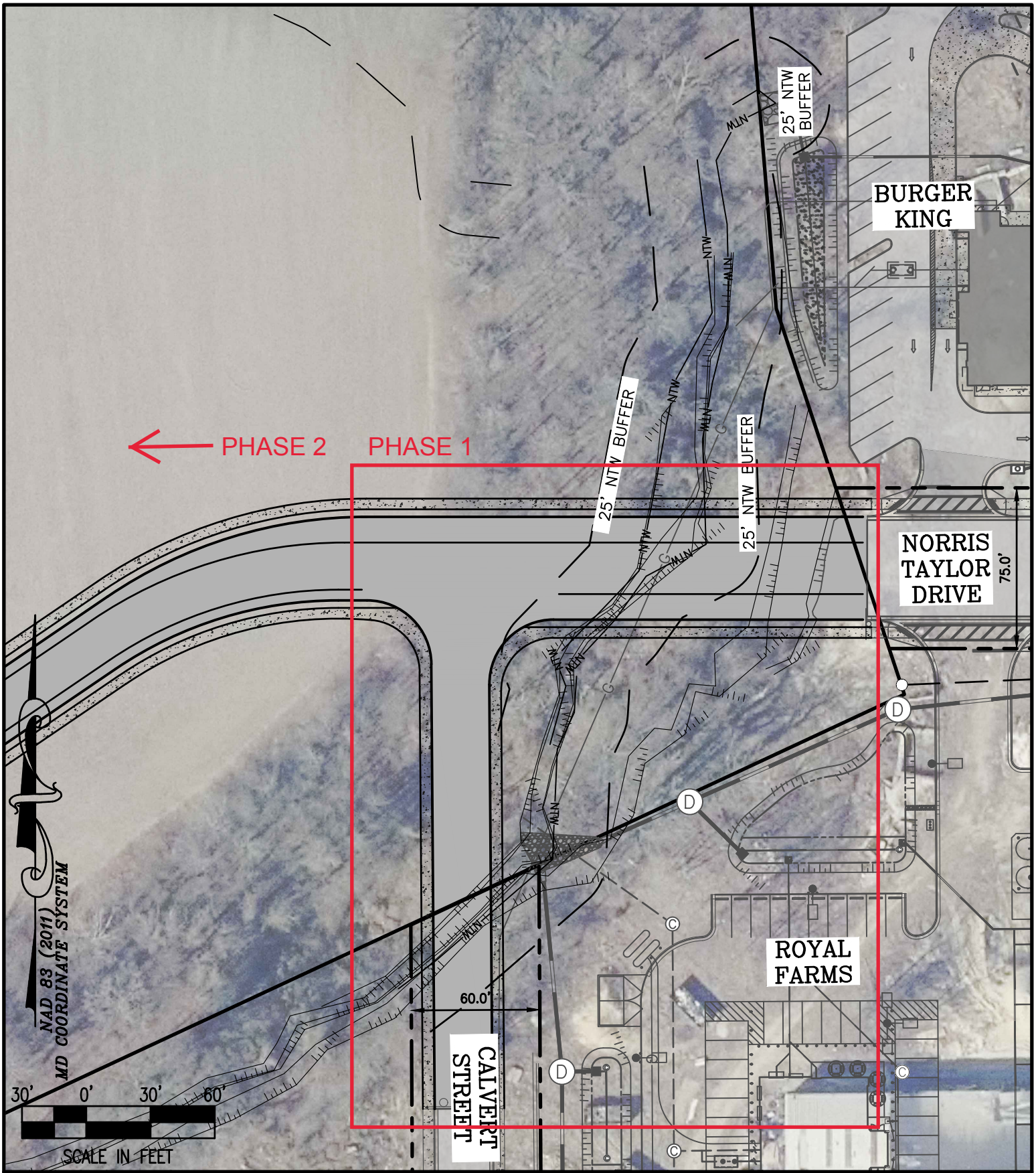
NORRIS TAYLOR DRIVE
ROAD DESIGN

Design Proposal to Include:

-Required permitting (MDE/Corps, SCD) for Phase 1 only
-Phase 1-30/60/90/100% Plan Sets
-Phase 2-30% Concept Plans only

Design Guidelines:

-Lane Engineering concept ok, open to other options (cul-de-sac, etc.)
-Closed section, 30’ curb face to curb face
-5’ Sidewalk
-6’ Green space between back of curb and sidewalk



FUTURE INTERSECTION EXHIBIT

ON THE LANDS OF THE ESTATE OF NORRIS TAYLOR

TALBOT COUNTY, MARYLAND
TAX MAP 2, PARCEL 2943

FILE No. C293 | JOB No. 200324 | SCALE: 1" = 60' | DATE: 4/7/22 | SHEET No. 1 OF 1

Lane Engineering, LLC
Established 1986
Civil Engineers • Land Planning • Land Surveyors
E-mail: general@leinc.com
117 Bay St. Easton, MD 21601 (410) 822-8003
15 Washington St. Cambridge, MD 21613 (410) 221-0818
354 Pennsylvania Ave. Centreville, MD 21617 (410) 758-2095

Date: 04/07/2022 – 2:13pm User: bwallace Project Manager: TWG Drawing Path: C:\swap\AcPublish_25668\210104 – FUTURE INTERSECTION EXHIBIT.dwg | 1 of 1
XREF File(s): RLD-BASE-200560/VLD-BASE-200560/CSP-BASE-210104-CALVERT/HATCH-BASE-210104-CALVERT/RAR-BASE-200560/HATCH-BASE-210104/VLD-BASE-130394/CSK-BASE-210104/VLD-BASE-

© LANE ENGINEERING, LLC

Easton MARYLAND

NORRIS TAYLOR DRIVE
PHASING

ROYAL FARMS

ROYAL FARMS

1. **Amend the MXW Use Table to indicate that Short Term Housing is possible via Special Exception in the Water View, Inland, and Port Street sub-districts, and prohibited in the Water's Edge sub-district, and that the use is subject to the existing supplemental standards for short term housing.**

TABLE 312 A						
		MXW Sub-Districts				Notes
		Water's Edge	Water View	Inland	Port Street	
Residential Uses						
Bed & Breakfast*		--	P	--	P	
Middle Housing Types						
	Duplex, side-by-side*	--	P	P	P	
	Duplex, stacked*	--	P	P	P	
	Cottage Court*	--	P	P	P	
	Fourplex, stacked*	--	P	P	P	
	Townhouse*	--	P	P	P	
	Triplex, stacked*	--	P	P	P	
	Mansion Apartment*	--	P	P	P	
	Courtyard Building*	--	P	P	P	
	Live-Work Units*	--	P	P	P	
	Home Occupation*	--	A	A	A	
Multi-family Apartment Complex*		P	P	P	P	
Short-term housing*		–	SE	SE	SE	
Single Family Detached*		--	P	P	--	Max. house size of 2,500 sq. ft. & Max. lot size of 7,200 sq. ft. (Max lot size may be averaged for projects of 10 or more lots)
	Day Care (Family)*	--	SE	SE	--	
	Home Occupation*	--	A	A	--	
	Swimming Pools	--	A	A	--	

2. **Amend the Table of Permissible Uses to indicate changes for how we regulate Manufactured Housing Subdivision or Parks, and some of the Middle Housing types, per the following revised section of the Table:**

TABLE 2.1
TABLE OF PERMISSIBLE USES

USE		A-1	R-7A	R-10A	R-10M	CB	CG	CL	BC	I	G/I	NOTES
1. RESIDENTIAL USES												
Household Living												
101	Accessory Dwelling Unit *	SE	SE	SE	--	SE	--	--	--	--	--	
102	Manufactured Housing Subdivision or Parks *	--	--	--	~~SE~~ P	--	--	--	--	--	--	Also possible via PUD in any zone.
103	Middle Housing											
103.1	Duplex, side-by-side *	~~P~~ –	P	P	~~SE~~ –	P	--	--	--	--	--	
103.2	Duplex, stacked*	~~P~~ –	P	P	~~SE~~ –	P	--	--	--	--	--	
103.3	Cottage court*	~~SE~~ –	P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.4	Fourplex, stacked*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.5	Townhouse *	--	~~SE~~ P	~~SE~~ P	~~SE~~ –	~~SE~~ P						

103.6	Triplex, stacked*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.7	Mansion Apartment*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.8	Courtyard Building*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.9	Live-work units*	P	P	P	P	P	SE	SE	--	--	--	
104	Mobile Home	--	--	--	SE	--	--	--	--	--	--	
105	Multifamily Apartment Complex*	--	SE	SE	SE	SE	--	--	--	--	--	
106	Single Family Detached*	P	P	P	P	P	--	--	--	--	--	
107	Tiny House*	SE	SE	SE	SE	--	--	--	--	--	--	
108	Any Household Living Use Not listed above	SE	SE	SE	SE	SE	--	--	--	--	--	

3. Delete the enhanced separation requirement of liquor stores from certain other uses as follows:
Section 28-1007.2 A 16

a. ~~No liquor store shall be permitted within one thousand (1,000) feet (measured from the closest portion of the affected properties) of any of the following uses: Schools, Colleges and Universities, Houses of Worship, Family Day Care, Day Care Group, Day Care Small Group, and Park.~~

4. Revise the description of proposed changes to architectural elements of approved PUDs that may be processed as a non-material amendment. Also, add lot line

adjustments between parcels when one of the parcels is non-buildable, as an example of nonmaterial PUD Amendments. These would be accomplished by revising and adding to Section 28-701 I, per the following:

Non-material changes may include the following:

• Proposed substitution of species provided for landscaping (provided the new species serves the same function the original species was intended to serve).

• Relocation of residential units provided there are no environmental, traffic, etc., impacts as a result of such action.

• Relocation of site infrastructure (e.g. utilities, stormwater management) provided said relocation creates no adverse impact.

• ~~Proposed~~ Minor change of architectural elements that do not affect the ~~in~~ architectural style or type from that which was indicated on approved PUD plans, subject to Planning Commission approval of said change (unless the PUD approval specifies a condition(s) concerning such architectural style or feature, in which case such a revision would constitute a material change).

• Addition of a park, open space or recreational amenity.

• Substitution of one project amenity with a comparable amenity.

- Lot line adjustment that does not increase the number of lots in the approved PUD.

• Other changes of a similar scope or magnitude.

4. Amend the Supplemental Standards applicable to the use "Multi-family Apartment Complex" (28-1007.1 14) as follows:

14. Multi-Family Apartment Complex

NOTE: Except where a standard is modified with regards to unique treatment in the CB Zoning District, only sub-items a, g, h, i, and j below shall apply to projects in the CB district.

a. Multi-family apartment complexes dwelling shall be constructed in accordance with an approved Site Plan prepared under the provisions of Section 28 – 901 of this Ordinance.

b. At least twenty-five (25%) percent of the gross development area shall be reserved as common open space, except for projects developed in the CBD Zoning District, in which case this standard shall not apply.

c. The setback requirements for multi-family apartment complexes shall be determined by the development standards for the zoning district in which the project is located except as hereby modified:

i. When more than one (1) apartment building is constructed, all buildings shall collectively adhere to the front setback requirements of the district in which they are located, plus five (5) feet per story over two (2) stories, or portion thereof.

ii. When more than one (1) apartment building is built, no building shall be closer than twenty-five (25) feet from any other apartment building that is part of the complex.

iii. No apartment structure shall be constructed at a distance of less than twenty (20) feet from any adjoining property lines;
.

d. When more than one apartment building is constructed, external walkways shall be paved and lighted.

e. In the event that swimming facilities are designed as a part of the project, these facilities shall be enclosed by a fence not less than six (6) feet high.

f. All areas not utilized for building or off-street parking shall be landscaped and maintained in accordance with Section 28 – 1014 of this Ordinance.

g. All buildings within the multi-family apartment complex shall be ~~of compatible architectural design~~ stylistically consistent, taking into account massing, scale, materials, colors, and detailing.

h. ~~Architecture shall be compatible among the units within the development and harmonious with the existing architecture of the Town of Easton~~. The overall architectural style of the complex shall be compatible and harmonious with the existing styles found in the Town of Easton.

i. Public water and sewerage systems must be available to serve the Project.

j. The maximum permitted density shall be as follows:
i. In R-7A - 8 dwelling units per acre.
ii. In R-10A and R-10M Districts - 5 dwelling units per acre.

iii. In the CBD Zoning District – 30 dwelling units per acre.
iv. In the MXW – See Article 3 (Table 312 B) for density provisions.

k. Side yard setback requirements for apartment buildings adjacent to a single family detached residence or vacant residential lot shall be fifty (50) feet. Parking setback is also fifty (50) feet.

l. Rear yard setback requirements for apartment buildings adjacent to a single family residence or vacant residential lot shall be seventy-five (75) feet. The setback for parking areas is also seventy-five (75) feet.

5. As an attempt to insure against infill projects that are incompatible with surrounding structures and the neighborhood, add the following provision to the beginning of the Supplemental Standards for all Missing Middle Housing Types (Section 28-1007.1 13:

13. Middle Housing Types

Except as provided herein, the maximum permitted height for any middle housing type shall be the lesser of the maximum height limit of the Zoning District in which the structure is located or twelve feet (12') more than the tallest building within 400 feet of the proposed structure. Exceptions may be allowed, in the CBD, for any middle housing type proposed adjacent to any street identified in this Code as a "Major Road" (See Section 28-1009) plus Dover, Washington, Goldsborough, Harrison, Hanson, or Aurora. Middle Housing Types adjacent to these roads may be proposed for up to the maximum height permitted in the applicable Zoning District(s) but shall require Planning Commission approval of the proposed structure(s).

6. Allow for fee-simple for sale attached units via a process other than the Planned Unit Development option, by allowing for 0' setbacks. This would be accomplished by adding the following language to the Supplemental Standards for Middle Housing Types, immediately following the proposed new language described in item 5 above, in Section 28-1007.1 13):

For Missing housing types that share a common wall, the side setback shall be zero (0) feet for the length of any such common walls. Detached garages built in association with such units may also be built with a zero foot setback. Areas of the lots outside of these two scenarios (common walls or detached garages), including from the primary structure of end units, shall adhere to the side setbacks applicable to the zoning district in which the structure is located.

7. Clarify the purpose of the illustrations of Missing Middle Housing Types by adding the following statement to the Definition section of the Code (28-114):

Middle Housing Units – Refers to a number of multi-unit or clustered housing types that bridge the gap of housing types between single-family detached and garden apartment building complexes. Such housing types are compatible in scale with single-family homes and help to meet the need for more housing choices at different price points. Definitions of specific types of middle housing units are as follows (NOTE: the graphics included in the definitions of each of the housing types are merely for illustrative purposes. They should not be relied upon to infer any dimensional or design requirements):

8. Create an additional use "Any Middle Housing Type or Variation not listed above" to allow for the possibility of a unique middle housing type not contemplated or accurately described by the existing list of such types. This would be simply accomplished by amending the Table of Permissible Uses and adding Supplemental Standards, as follows:

103	Middle Housing										
103.1	Duplex, side-by-side *	~~P~~ –	P	P	~~SE~~ –	P	--	--	--	--	--	
103.2	Duplex, stacked*	~~P~~ –	P	P	~~SE~~ –	P	--	--	--	--	--	
103.3	Cottage court*	~~SE~~ –	P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.4	Fourplex, stacked*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.5	Townhouse *	--	~~SE~~ P	~~SE~~ P	~~SE~~ –	~~SE~~ P						
103.6	Triplex, stacked*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.7	Mansion Apartment*	--	~~SE~~	~~SE~~	--	~~SE~~	--	--	--	--	--	

			P	P		P						
103.8	Courtyard Building*	--	~~SE~~ P	~~SE~~ P	--	~~SE~~ P	--	--	--	--	--	
103.9	Live-work units*	P	P	P	P	P	SE	SE	--	--	--	
103.10	Any Middle Housing Type Or Variation not Listed Above*	~~–~~	SE	SE	SE	SE	~~–~~	~~–~~	~~–~~	~~–~~	~~–~~	

13 Middle Housing Types

a. Duplex, side-by-side

1. One duplex shall be permitted on any legally recorded lot that complies with the development standards applicable to the zoning district, other than the density provisions. Multiple duplexes on a single lot may be considered, but must comply with density limits.

b. Duplex, stacked

1. One duplex shall be permitted on any legally recorded lot that complies with the development standards applicable to the zoning district, other than the density provisions. Multiple duplexes on a single lot may be considered, but must comply with density limits.

c. Cottage Court

1. The maximum height of a cottage court shall be one and one-half stories, except that if the rear building is parallel to the primary street, that building may be a maximum of two stories.

2. Any on-site parking shall be provided in a clustered parking area, detached from the homes. No units shall be designed such that a resident can drive into a garage and walk directly into their unit.

3. Side setbacks for single-story buildings may be reduced to no less than five feet from the side property line.

4. The rear setback may be reduced to zero (0') feet.

5. The minimum width and depth of the courtyard area shall be twenty-five feet (25').

6. The maximum density of a cottage court shall be the greater of the base zoning (or PR Zoning if applicable) or 30 du/ac.

d. Fourplex, stacked

1. One fourplex shall be permitted on any legally recorded lot that complies with the development standards applicable to the zoning district, other than the density provisions. Multiple fourplexes on a single lot may be considered, but must comply with density limits.

2. Minimum open space requirements shall not apply for this unit type.

e. Townhouse

1. In the R-7A, R-10A, and R-10M districts, no more than three (3) units may be constructed with the same front setback and no more than six (6) units may be constructed in one building at first floor level. In the CBD district, no more than nine (9) units may be constructed in one building at first floor level.

2. The maximum permitted density shall be as follows:

i. In R-7A - 8 dwelling units per acre.

ii.. In R-10A and R-10M Districts - 5 dwelling units per acre.

iii. In the CBD Zoning District – 12 dwelling units per acre.

iv. .In the MXW – the density shall be as specified in Article 3 (see Table 312 B).

f. Triplex, stacked

1.. One triplex shall be permitted on any legally recorded lot that complies with the development standards applicable to the zoning district, other than

the density provisions. Multiple triplexes on a single lot may be considered, but must comply with density limits.

g. Mansion Apartment

1.55Mansion apartments shall have a maximum building width of seventy-five feet (75') and a maximum building depth of sixty feet (60').

2.One mansion apartment shall be permitted on any legally recorded lot that complies with the development standards applicable to the zoning district, other than the density provisions. Multiple mansion apartments on a single lot may be considered, but must comply with density limits.

h. Courtyard Building

1. One courtyard building shall be permitted on any legally recorded lot that complies with the development standards applicable to the zoning district, other than the density provisions. Multiple courtyard buildings on a single lot may be considered, but must comply with density limits.

2. Courtyards may be an L-shaped, C-shaped, or O-shaped configuration.

3. Wings projecting out from the main building shall be no wider than thirty-five feet (35').

4. All ground floor units shall have direct access to a courtyard.

5. The minimum width and depth of the courtyard shall be thirty feet (30').

i.. Live-work Units

1. The ground floor space may be occupied by any retail space or food and beverage establishment provided that it complies with any supplemental standards for such uses.

2. The ground floor and upper floor spaces shall establish the greater of a two hour fire separation or the requirement of the Town of Easton Building Code.

3. Additional parking for the ground floor unit shall not be required.

4. The ground floor unit shall have a minimum floor-to-ceiling height of ten feet (10').

5. The ground floor unit may subsequently be converted to a second residential unit provided the standards applicable to the use, duplex, stacked

are achieved.

j. Any Middle Housing Type or Variation not otherwise listed

1. Any middle housing type not otherwise listed, or any variation of an identified building type that varies from the definition and/or supplemental standard for said type, shall require Planning Commission review and approval of a site plan and architectural renderings.

2. Any one structure may be built for single structure housing types without regard to density limitations of the zoning district. Housing types for multiple structures or multiple units of single structure housing types may be permitted, but shall adhere to the density requirements of the district.

3. The Planning Commission may require compliance with any of the supplemental standards for specific middle housing types listed above if they conclude that the proposed structure(s) is substantially similar to such housing type.

9. Revise the language governing the treatment of approved PUDs that do not start, or cease construction between phases in multi-phased projects, per the following:

(5) The owners or developers must indicate that they plan to begin construction of the development within two (2) years after final approval. If there is no action on the part of the applicant at any point in the process for a period of two (2) years, the zoning of the site shall revert to its previous classification unless a time extension is requested by the developer and granted by the Planning and Zoning Commission. For projects constructed in parts or phases, the PUD approval applicable to any portion not improved in accordance with said PUD approval, shall expire if no development activity occurs for a period of five (5) years. An extension of the PUD approval may be granted by the Planning and Zoning Commission provided such request is received by the Town Planner at least 60 days prior to the expiration date of the PUD. Expired PUDs may be considered for reinstatement by the Planning Commission upon request by the Applicant. Such a request shall include an analysis of the impacts to the layout of the site as depicted on the approved PUD site plan, based on any Regulations that have changed since the original PUD approval. If there are no such changes (or there are changes but they are of a nature that they do not significantly affect the layout of the previously approved PUD), the PUD approval may be reinstated by the Planning

Commission. If changes do exist that would substantially affect the layout of the previously approved PUD, then the Applicant shall only proceed by either filing a new PUD application or requesting a Zoning Map Amendment for the property. Such reinstated PUDs shall expire two years from the date of the Planning Commission's approval of the reinstatement.

10. **Correct the redundancy of the use "Live-Work Unit" by maintaining the first incidence of said use (Use 103.9) as is, and renaming the second occurrence of the use (Use 608) as "Residential Use in a Commercial Building". Also, revise the one of the Supplemental Standards associated with use 103.9 to allow for the possibility of service uses on the ground-floor of Live-Work Units, as follows:**

i.. Live-work Units

1. The ground floor space may be occupied by any retail space, business, personal or professional service use, or food and beverage establishment provided that it complies with any supplemental standards for such uses.

11. Relax the prohibition of negative use restrictions concerning grocery stores, as found in Section 28-201 C by adding a definition of "Grocery Store" and amending 28-201 C, as follows:

Revise Section 28-201 C:

1. Prohibitions. A private agreement that purports to impose negative use restrictions and/or restrictive covenants upon real property in the Town of Easton so as to prohibit or have the economic or practical effect of prohibiting the use of such real property for grocery store less than 15,000 square feet gross floor area ~~purposes~~ after a grocery store has terminated grocery store operations on such real property, when such use would otherwise be permitted (including as a special exception) under the Town's Zoning Code, shall be against public policy, void, and unenforceable. The foregoing prohibition shall apply whether the private agreement is incorporated in a deed restriction, restrictive covenant, a lease or memorandum of lease, or any other instrument. This prohibition applies to all such private agreements effective on or after September 18, 2017. This prohibition shall not apply to an owner or operator of a grocery store that terminates operations at a site for purposes of relocating the grocery store into a comparable or larger store located within the Town of Easton within a quarter mile of the site where the prior operation was terminated; provided that relocation and commencement of the operation of the new grocery store at the new site occurs within two (2) years of the sale, transfer, or lease of the prior site, and the negative use restriction or restrictive covenant does not have a term in excess of three (3) years. If the new grocery store is not relocated within the Town of Easton within a quarter mile of the prior site within two (2) years, then the negative use restriction or restrictive covenant shall not be enforceable. The fines that may be levied for violation of the Zoning Code pursuant to Section 28-1308 of the Zoning Code shall not apply to such private agreements entered into prior to the effective

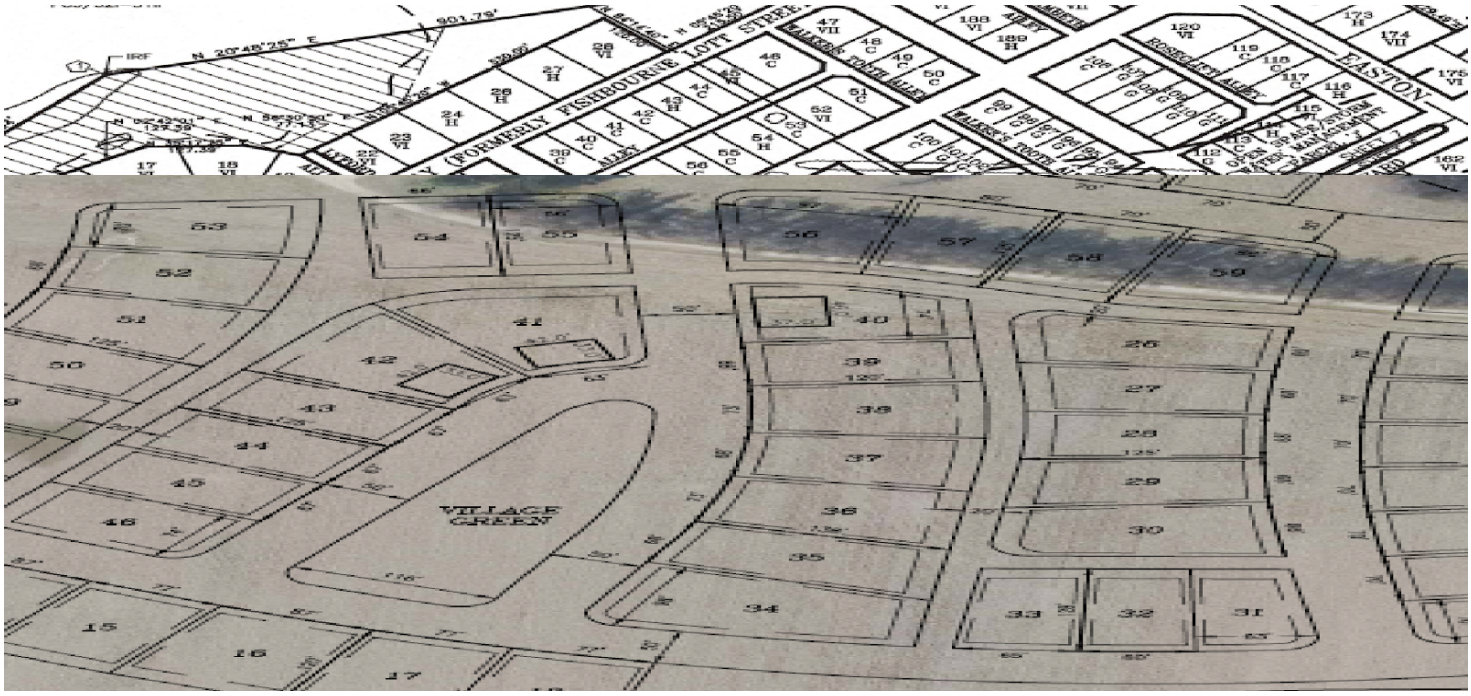
date of this section. However, all other available legal remedies, including but not limited to declaratory judgment and/or injunctive relief shall apply to all violations of this section including those entered into prior to the effective date of this section.

Add the following definition to Section 28-114:

Grocery Store - A commercial establishment for the sale of produce, dairy products, fresh meat and staples.

TOWN OF EASTON

SUBDIVISION REGULATIONS



January 19, 2023

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ARTICLE I – INTRODUCTION

SECTION 100 PURPOSE

The purpose of these Regulations is to regulate and control the division of land within the corporate limits of the Town of Easton, in order to promote the public health, safety, morals and general welfare of the citizens of the Town of Easton.

SECTION 101 INTENT

It is the general intent of these Regulations to regulate the division of a land as to:

(a) Assure sites suitable for building purposes and human habitation, and to provide for the harmonious development of the Town of Easton in accordance with the Comprehensive Development Plan and the Zoning Ordinance;

(b) Implement the development goals and objectives and design characteristics specified in the Town of Easton Comprehensive Plan;

(c) Coordinate streets within the subdivisions with other existing, planned, or recorded streets or with any street plan adopted or approved by the Town of Easton;

(d) Insure adequate open space for recreation, light and air;

(e) Further the orderly and appropriate development of land with a variety of design concepts;

(f) Regulate the flow of traffic;

(g) Facilitate adequate provisions for transportation, water, sewerage, schools, parks and other public facilities;

(h) Establish minimum standards, and to provide for the necessary administrative procedures to implement these regulations;

(i) Insure proper legal descriptions and monumenting of subdivided land and to aid Town and County officials in securing adequate records of land title.

SECTION 102 INTERPRETATION AND APPLICATION OF REGULATIONS

The provisions of these Regulations shall be held to be minimum requirements to meet the stated purpose and intent of these Regulations. Whenever the Regulations are at variance with the requirements of any other laws, rules, regulations, ordinances, deed restrictions, or covenants, the most restrictive or that imposing the higher standards, shall govern.

ARTICLE II – DEFINITIONS

SECTION 200 GENERAL

For the purpose of these Regulations, words and terms used herein shall be interpreted as follows:

(a) Words used in the present tense include the future;

(b) The singular includes the plural; the plural includes the singular;

(c) The word "person" includes a corporation, institution, partnership and association as well as the individual;

(d) The word "lot" includes the word "tract" or "parcel;"

(e) The word "Commission" and the words "Planning and Zoning Commission" mean the Town of Easton Planning and Zoning Commission;

(f) The word "Council" means the Town Council of Easton;

(g) The words "Town Engineer" mean the officially appointed Town Engineer of Easton or his/her designated representative;

(h) The words "Town Clerk" mean the officially appointed Town Clerk of Easton or his/her designated representative.

(i) The words "Town Planner" shall mean the designee of the Town Manager charged with the responsibility for administering the Town's Planning and Zoning programs, or his/her their designee.

(j) The word "shall" is mandatory; the word "may" is permissive;

SECTION 201 SPECIFIC

(a) ALLEY: A public right-of-way affording a secondary means of vehicular access to the rear or sides of the lot.

(b) APPLICANT: Any person who submits to the Planning and Zoning Commission subdivision plans for the purpose of obtaining approval thereof.

(c) APPLICATION FEE: Fee collected on a per lot basis, collected at the time of Preliminary Plat submittal; established by resolution of the Easton Town Council.

(d) AVERAGE DAILY TRAFFIC (ADT): Average Daily Traffic is the total volume during a given time period (in whole days greater than one day and less then one year) divided by the number of days in that time period. For new residential streets and driveways, the expected ADT is determined by using the Trip Generation Rate table found in Section 702 (d).

(e) BLOCK: An area of land containing one or more lots and bounded by streets providing access to such lot or lots. Block boundaries may also include a railroad right-of-way, unsubdivided acreage, river, live stream or any other barrier to the continuity of development.

(f) BUILDING: Any structure which is designed built or occupied as a shelter or enclosure of persons, animals, or chattels including any tent, cabin, trailer, or mobile home.

(g) BUILDING ENVELOPE: The area of a lot in which the principle building shall be located. The building envelope is formed by the setback requirements of the applicable zoning district for the subject property.

(h) CUL-DE-SAC (COURT): A street having one end open to traffic and having the other end permanently terminated by a vehicle turnaround space.

(i) CURB: A raised edge along the side of a street or roadway, the rear of which defines its lateral boundary, ending with the face of the curb.

(j) CURB CUT: An opening in the curb created to allow a driveway or a right of way to enter from the street.

(k) DEDICATION: The deliberate setting aside or appropriation of land by its owner for any general and public uses, reserving to himself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted.

(l) DEVELOPER: Any individual, partnership, public agency or corporation (or agent therefore) that undertakes the responsibility for any or all of the activities covered by these Regulations, particularly the preparation of the subdivision plat and improvement plans showing the layout of the land and the public improvements involved therein. Inasmuch as the subdivision plat is merely a necessary means to the end of assuring a satisfactory development, the term "developer" is intended to include the term "subdivider" even though the personnel involved in successive stages of the project may vary.

(m) DRIVEWAY: A driveway is a private minor vehicular access way between a street and a parking area within a lot or property.

(n) EASEMENT: A right granted for the purpose of limited private, public, or quasi-public use over, across, or, or under private land.

(o) IMPROVEMENTS: Those physical additions, installations and changes, such as streets, curbs, sidewalks, water mains, sewers, drainage facilities, public utilities, and other appropriate items required to render land suitable for the use proposed.

(p) IMPROVEMENT PLANS: Construction plans of the required improvements submitted upon approval of a Preliminary Plat.

(q) LOT: A piece or parcel of land occupied or intended to be occupied by a principal building or use or group of buildings and accessory buildings and uses, including all open spaces and yards required by the Zoning Ordinance and having access to a street, and legally recorded in the Land Records of Talbot County.

(r) LOT LINE REVISION: An adjustment or revision of a line, line of record, or lines on a recorded plat which does not require any improvements or create any new lots or parcels.

(s) PARKING: ON-LOT. The number of parking spaces required by the Town of Easton's Zoning Ordinance to be provided off-street. These spaces are intended to serve the normal daily parking needs of the dwelling unit occupants.

(t) PLAT REVIEW FEE: Review fee paid as prescribed in the Official Town of Easton Schedule of Fees established by resolution of the Easton Town Council.

(u) PUBLIC WORKS AGREEMENT: A contract, between the developer and the Town, to complete the necessary improvements in accordance with approved plans and specifications by a given date; such contract to be guaranteed by an approved surety bond or performance bond, a certified check, cash, irrevocable letter of credit or such other security as the Town deems appropriate.

(v) RESUBDIVISION: The revision of any plat of record for any purpose.

(w) RIGHT-OF-WAY: A strip of land taken or dedicated for use as a public way. In addition to the roadway, rights-of-way normally incorporate curbs, parkways, sidewalks, alleys, lighting, and drainage facilities.

(x) SETBACK: A line beyond which no building or structure is permitted to extend. All setbacks extend from property line to property line.

(y) STREET: A public way which provides a means of access to abutting property. The term shall include road, street, avenue, drive, circle, highway, or similar term.

(z) STREETS CLASSIFICATION MAP: A map, adopted by resolution of the Easton Town Council, classifying existing streets within the Town of Easton.

(aa) STREET LINE: The line dividing a street from a lot.

(bb) STRUCTURE: Anything constructed or erected with a fixed location on the ground, or anything attached to something having a fixed location on the ground. Structures may include, but are not limited to, buildings, mobile homes, walls, billboards, poster panel and fences in excess of forty-eight (48) inches in height.

(cc) SUBDIVISION: (1) The division of a single lot, tract, or parcel of land or part thereof into two (2) or more lots, tracts, or parcels of land for the purpose, whether immediate or future, of transfer of ownership or of building development; except, for purposes of these Regulations, the transfer or sale of land between owners of adjoining properties which does not involve the creation of any new buildable lots shall not constitute a subdivision. (2) The term "subdivision" includes "resubdivision" and when appropriate to the context shall relate to the process of subdividing or to the land subdivided.

(dd) SUBDIVISION, MINOR: The division of a single lot, tract or parcel of land into four (4) or fewer lots, tracts, or parcels of land for the purpose, whether immediate or future, of transfer of ownership or of building development. Provided the proposed lots, tracts, or parcels of land thereby created have frontage on an improved street or streets, and provided that there is not created by the subdivision any new street or streets.

ARTICLE III - CONTROL AND PENALTIES

SECTION 300 SUBDIVISION CONTROL

No land in a subdivision created after the adoption of these Regulations shall be transferred or sold until the Final Plat of such subdivision has been recorded in accordance with these Regulations and until the improvements required in connection with the subdivision have either been constructed or guaranteed as hereinafter provided. After approval of a Preliminary Plat shall have been obtained, an applicant may offer such land for sale provided that the contract of sale shall be conditioned upon the approval and recordation of the final plat and that this condition is stated upon the contract of sale.

SECTION 301 BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY

No building permit shall be issued for any lot within a subdivision until such time as the final plat of such subdivision has been recorded. No certificate of occupancy for any structure on a lot in a subdivision shall be issued until such time as the required improvements have been completed to an extent satisfactory to the Town Engineer.

SECTION 302 PLAT APPROVAL REQUIRED

No final plat of any subdivision shall be recorded until it has been approved by the Town Engineer and the Planning and Zoning Commission as provided herein. The plat shall not be approved unless it satisfies the requirements of these Regulations.

SECTION 303 PENALTIES FOR VIOLATION

Violations by a landowner or his agent of the provisions of Section 300 of these regulations or requirements and restrictions imposed by the Planning and Zoning Commission as conditions for approval of a subdivision plat shall constitute a misdemeanor. Upon conviction thereof, the offender shall be subject to a fine not to exceed $1,000.00 or to imprisonment for a period of thirty days, or both, at the discretion of any Court of competent jurisdiction.

Any conveyance of a lot or parcel of land in violation of the provisions of these regulations shall be violable at the option of the purchaser.

SECTION 304 TIMING OF PAYMENT OF REQUIRED FEES AND CHARGES

In order to ensure that new development pays for the impacts associated with said development, there are a number of fees which the Town assesses to recoup said costs. These fees and the point at which they are payable are specified in the following table:

Town of Easton Development-related Fees	
Fee	When Payable*
Plat Review Fees	With submission of the corresponding type of plat
Capital Charges (Easton Utilities)	Prior to Recordation of the Plat
Any approved Fees-in-Lieu Payments	Prior to Recordation of the Plat
Impact Fees	With Building Permit Submission

*- Unless otherwise provided through the Town Approved Schedule of Fees

ARTICLE IV - PROCEDURES AND REQUIREMENTS

SECTION 400 SKETCH PLAT PURPOSE

(a) The purpose of the sketch plat is to provide the applicant with an opportunity to resolve problems early in the proceedings and to make necessary modifications and revisions prior to incurring the expense of preparing a Development and final plat. The Sketch plat also allows an opportunity for other parties to comment on the subdivision. A sketch plan shall show those areas, which are best suited for development on the site. This includes delineation of areas not suitable for development such as floodways delineated on the FEMA Floodway maps; areas of high value forest cover; areas of non-tidal wetlands; areas located within the Chesapeake Bay Critical area buffer and any other areas not developable due to natural site conditions.

(b) The determination of street classification according to Section 702 shall be determined during the sketch plan review.

SECTION 401 SKETCH PLAT PROCEDURES

(a) Applicant prepares sketch plan and application and submits three (3) copies of the sketch plan, one digital file, the application and plat review fee (See Section 1002) to the Town Planner;

(b) The Town Planner shall check the submission and;

(1) if the submission is incomplete, return the submission to the applicant and/or indicate to the applicant the deficiencies therein.

(2) if the submission is complete, accept the sketch plan and application;

(3) schedule the application for review on the next available meeting of the Easton Development Staff Review Committee and distribute copies to ESDR staff; and

(4) deposit fees with the Town Finance Officer; and

(c) When the Town Planner has determined that the sketch plat is ready to proceed beyond the ESDR, they shall publish notice at least seven (7) days in advance for a public hearing to be held at the next scheduled Planning Commission's meeting and post notice of such hearing on the property. Notification of adjacent and nearby property owners shall be provided in accordance with the requirements of the Town of Easton Zoning Ordinance. Applicant shall provide five (5) copies of the plat as presented or revised as a result of ESDR review.

(d) The Town Planner shall, within a reasonable time:

(1) review the applicant's submission;
(2) review reports by the Town Engineer, and Easton Utilities;
(3) facilitate review of the submission via the Easton Staff Development Review process.
(4) prepare staff report and forward said report to the Planning Commission for their consideration,

(e) The Planning and Zoning Commission shall;

(1) hold a public hearing to receive public comment on the proposed subdivision.
(2) evaluate the applicant's submission, presentation, discussion with the applicant, and agency reports;
(3) determine whether the sketch plan meets the objectives and requirements of these Regulations and other regulations, ordinances and plans of the Town;
(4) inform the applicant of their decision, including required changes in the sketch plan.

(f) The Planning and Zoning Commission shall not approve a sketch subdivision plan unless they determine that the proposed subdivision satisfies each of the following requirements. Failure to satisfy any single requirement shall be just cause to deny a subdivision application, even if all others are satisfied. For each subdivision, the Planning Commission shall make findings that:

(1) The proposed subdivision provides against such scattered or premature subdivision of land as would involve danger or injury to health, safety, or prosperity by reason of the lack of water supply, drainage, transportation, schools, fire protection, or other public services, or necessitate the excessive expenditure of public funds for the supply of such services;

(2) The proposed subdivision provides for harmonious development of the municipality and its environs;

(3) The proposed subdivision requires the proper arrangement and coordination of streets within subdivisions in relation to other existing or planned streets;

(4) The proposed subdivision provides for open spaces of adequate proportions (or satisfies this requirement by other acceptable means, when and as specified herein);

(5) The proposed subdivision provides suitably located streets of sufficient width to accommodate existing and prospective traffic and afford adequate light, air, and access for fire fighting apparatus and equipment to buildings, and is coordinated so as to compose a convenient system;

(6) The proposed subdivision provides parks of reasonable size for neighborhood playgrounds or other recreational uses on land suitable for such uses (or satisfies this requirement by other acceptable means) in accordance with the standards of Section 708 of these Regulations;

(7) The land indicated on the plats submitted to the Planning Commission is of such character that it can be used for building purposes without danger to public health, safety, or general welfare;

(8) The proposed subdivision prescribes minimum areas of lots in conformance with the Town's Zoning Ordinance and such additional areas as may be needed for each lot for on-site sanitary facilities (if needed);

(10) The proposed subdivision promotes the orderly growth of the Town of Easton, providing for public and other open space and for proper development of land while preventing, through the Commission's discretion, such scattered, premature and undesirable subdivision and development of land as would involve danger, or injury to health, safety or property, by reason of lack of water supply, sewage, drainage, transportation, or other public services or would necessitate in the Commission's judgment an excessive expenditure of public funds for the supply of such services, or would be injurious to maintenance of the integrity of the adopted Town Comprehensive Plan;

(11) The proposed subdivision satisfies all technical requirements of these Regulations; and

(12) The proposed subdivision meets all design requirements of the Town of Easton, including those described in the Town's Comprehensive Plan, Zoning Code, and any Design Guidelines as may be adopted by the Town Council.

The Planning Commission may approve a sketch subdivision plat subject to conditions intended to insure compliance with these requirements.

SECTION 402 SKETCH PLAN REQUIREMENTS

Data furnished in the sketch plan shall include the following information:

(a) name of the subdivision;
(b) name and address of the owner;
(c) tract boundaries;
(d) north point and date;
(e) streets on and adjacent to the tract;
(f) significant topographical and physical features;
(g) proposed general street layout indicating street classification;
(h) proposed general lot layout;

(i) delineation of Chesapeake Bay Critical Area, nontidal wetlands and FEMA Floodplain;
(j) Stormwater Management sketch plan as specified in the Town of Easton Stormwater Management Ordinance (Chapter 6A of the Town Code);
(k) Forest Stand Delineation as per Town of Easton Forest Conservation Ordinance;
(l) where the subdivision plat covers only a portion of the owner's holdings, the sketch shall be submitted of the prospective street layout for the remainder of the tract;
(m) physical features within 500' of the subdivision boundary and any other features which may affect the layout and design of the subdivision;
(n) proposed phase lines, if applicable.
(o) “sketch or “concept” landscape plan as per the Zoning Regulations. Sketch Landscape Plan must be on a separate sheet.

SECTION 403 PRELIMINARY SUBDIVISION PLAT PURPOSE

(a) The purpose of the Preliminary Plat is to facilitate review and obtain conditional approval of the proposed subdivision in a detail such that the improvements can be designed and constructed.

(b) A Preliminary Plat and all information and procedures relating to shall in all respects be in compliance with the provisions of these Regulations.

(c) The approval of the Preliminary Plat shall constitute conditional approval of the subdivision but shall not constitute approval of the final plat.

SECTION 404 PRELIMINARY PLAT PROCEDURES

(a) After receiving approval of the sketch plan the applicant prepares Preliminary Plat and application; and submits five (5) blue or black line copies of the Preliminary Plat, an application and appropriate fees (See Section 1002) to the Town Planner;

(b) The Town Planner shall check the submission; and (1) if the submission is incomplete, return the submission to the applicant and/or indicate to the applicant the deficiencies therein; or (2) if the submission is complete, accept the Preliminary Plat, applicant form and fees.

(c) The Town Planner shall distribute copies of the Preliminary Plat and application to:

(1) Town Engineer
(2) Easton Utilities Commission
(3) Any other utility company serving the subdivision
(4) Maryland Department of Transportation (if appropriate)
(5) Talbot County Health Department

(d) The Town Planner shall, within a reasonable time:

(1) review the applicant's submission;
(2) review reports by the Town Engineer, Talbot County Health Department, Easton Utilities Commission Staff, and any other agency that may comment;
(3) determine whether the Preliminary Plat is in accordance with the approved sketch plat, meets objectives and requirements of these Regulations and other regulations, ordinances, and plans of the Town;
(4) inform the applicant in writing of required changes if necessary in the Preliminary Plat.

(e) As applicable, the submission will also be examined by the staff for conformity with the Town of Easton Critical Area Local Program, the requirements of the Zoning Ordinance and Subdivision Regulations of the Town and the recommendations of any authorized Federal, State and County agencies.

(f) After the applicant has received approval of the Preliminary Plat, the Town Planner shall review the plat to see that they are as approved and facilitate electronic signature by all required parties Submittal of improvement plans shall include a copy of the approved Preliminary Plat.

SECTION 405 PRELIMINARY PLAT REQUIREMENTS

The Preliminary Plat shall meet the following standards and show or be accompanied by the following information:

(a) Drafting Standards
(1) The plat shall be scaled to fit sheets no larger than twenty-four (24) by thirty-six (36) inches unless otherwise permitted.
(2) Dimensions shall be in feet and decimals to the nearest hundredth of a foot and the bearings in degrees, minutes, and seconds.
(3) Each sheet shall be numbered and shall show its relationship to the total number of sheets.
(4) Where any revision is made, or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned and solid lines to show the presently proposed features.
(5) The boundary line of the subdivision shall be shown as a solid heavy line.

(b) General Information
(1) Name of the subdivision.
(2) Name and address of the owner(s).
(3) Name, address, and seal of the surveyor responsible for the plat.
(4) Present zoning classification.
(5) Date, meridian, scale, and direction of all lines by bearings and distances.
(6) A location map for the purpose of locating the site to be subdivided showing the relation of the tract to adjoining property and streets.

(c) Existing Features

(1) Complete Boundary survey of the property to be subdivided, showing all bearings, distances, area, and tie-ins to all adjacent street lines and adjacent Town Boundary lines.

(2) The location, names, and widths of streets, the location of property lines and names of adjacent owners, the location of water courses and other natural features within two hundred (200) feet of any part of the land to be subdivided.

(3) Location of all existing markers and monuments.

(4) Location, size, purpose, and ownership of all underground utilities and rights-of-way and/or easements within the property.

(5) Topography with contours on one (1) foot intervals, the location of existing buildings, the outline of all wooded areas, marshy areas, and areas subject to flooding.

(6) Forest Conservation Plan with worksheets shall be submitted on a separate sheet drawn to the same scale as the subdivision plat.

(7) Landscaping Plan in accordance with the provisions of LANDSCAPING AND BUFFERING Section of the Zoning Ordinance. Landscaping plans must be on a separate sheet. Native plants shall be used. Applicants should refer to the Talbot County Buffer Management Plan Guidelines & Plant List.

(d) Proposed Layout

(1) Lot layout, including bearings, distances, and area and numbering of lots under such system as the Commission may designate.

(2) The names, classification,, and widths of all proposed streets and alleys, in accordance with these Regulations and the Street Naming and Addressing Manual.

(3) Sufficient data to readily determine the location, bearing and length of every street, lot, and boundary line. Data shall include total distances of all such street lines, tangent lengths and central angles for each total street curve and central angles for each lot corner around a cul-de-sac.

(4) The building setback lines.

(5) Accurate location of all monuments, markers and reference points.

(6) The location, width, and purpose of all easements or rights-of-way and the boundaries by bearings and distances.

(7) Land offered for dedication for parks, schools, and widening of streets, or other community uses.

(8) When the subdivision is to be developed in two or more phases, the lines delineating such phases shall be shown.

(e) The words "PRELIMINARY PLAT - NOT TO BE RECORDED," shall be shown on the plat.

(f) For proposed subdivision located in the Critical Area Overlay District, the following additional information will be shown on the Preliminary Plat as applicable:

(1) Critical Area and Buffer boundaries.
(2) Location and area of all soils exhibiting the following characteristics as determined by the Soil Survey:

a. Septic Limitations, if applicable.
b. Wet soils.
c. Hydric Soils and soils with hydric properties, and
e. Highly erodible soils (soils on slope greater then 15 percent or soils on slope greater than 5 percent with "K" values greater than 0.35)

(3) Location of all forested area located on the site;
(4) Location of tidal and non-tidal wetlands on the site;
(5) Known locations of the habitat of any threatened or endangered species or species in need of conservation on or adjacent to the site, or within 1/4 mile of the site in the case of bald eagle habitats;
(6) Locations of plant and wildlife habitat as described in the Towns Critical Area Program;
(7) Location of anadromous fish spawning streams(s) on or adjacent to the site and a delineation of the watershed area of the stream on the site;
(8) In conjunction with submission of the Preliminary Plat, the applicant shall submit an Environmental Assessment prepared by a qualified person. The Environmental Assessment shall provide a coherent statement of the manner in which the proposed development addresses the goals and objectives of the Town of Easton's Chesapeake Bay Critical Area Local Program. At a minimum, the Environmental Assessment shall include:

a. a statement of existing conditions found upon the property to be subdivided, including the amount and types of forest cover, the amount and type of wetlands, soil types, topography and, where applicable, a description of existing agricultural activities upon the parcel;

b. a description of the proposed development, including number and type of residential units, amount of impervious surfaces, proposed sewer treatment and water supply, acreage devoted to development, proposed open space and habitat protection areas;

c. a description of all of the proposed development impacts upon water quality, Habitat Protection Areas, and when applicable, wetlands; and

d. adequate documentation of all correspondence and findings.

The Town Planner shall not approve a Preliminary subdivision application until such time as it finds that the application complies with the requirements of the Town of Easton's Chesapeake Bay Critical Area Program and the provisions of the Easton Zoning Ordinance specifically relating to the Critical Area Overlay Zone.

SECTION 406 IMPROVEMENT PLANS

(a) If required, upon approval of a Preliminary Plat the applicant shall submit two (2) paper sets of the Improvement plans to the Town Planner. The improvement plans shall include a copy of the approved Preliminary Plat and shall address all those improvements required in SECTION 601 herein.

(b) The Town Planner shall review the submittal and if complete he shall forward the plans to the Town Engineer and Easton Utilities' Manager of Engineering for their review.

(c) The Town Engineer shall review the Improvement plans and submit written comments to the Town Planner who will forward the comments on to the applicant.

(d) Once the Improvement Plans have been approved by the Town Engineer and Easton Utilities, the applicant shall submit one complete digital set of the approved improvement plans to the Town Planner. The Town Planner will have the Town Engineer and Easton Utilities' Manager of Engineering electronically sign the plans

(e) Upon approval of the improvement plans the Final plat can be submitted.

(f) Approval of Improvement plans expires after three (3) years from the date signed by the Town Engineer unless work has begun and diligently pursued; or the Town Engineer elects to extend the approval.

SECTION 407 FINAL PLAT PURPOSE

(a) The purpose of the final plat is to establish a public record of the property as it will become a part of the land records of Talbot County after final approval by the Planning and Zoning Commission.

(b) A final plat shall be submitted conforming to the changes recommended during the Preliminary Plat procedure. The final plat and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these Regulations. Development and final plat procedures may be executed simultaneously.

SECTION 408 FINAL PLAT PROCEDURES

(a) Applicant shall submit to the Town Planner (not more than three years after receiving approval of the Preliminary Plat):

(1) subdivision application;
(2) three (3) black line copies;
(3) appropriate fee (See Section 1002).

(b) The Town Planner shall check the submission and:

(1) if the submission is incomplete, return the submission to the applicant and/or indicate to the applicant the deficiencies therein;
(2) if the submission is complete, accept the final plat, application form and additional fees, if any.

(c) The Town Planner shall distribute copies of the final plat and application to the following agencies for review & comments:

(1) Town Engineer
(2) Easton Utilities Commission (Survey Division)
(3) Talbot County Health Department Office of Environmental Health.

(d) Upon receipt of comments the Town Planner shall within a reasonable time:

(1) Evaluate plat to determine whether plat is in conformance with approved Preliminary Plat,

(2) Determine whether the final plat meets the objectives and requirements of these Regulations and other regulations, ordinances and plans of the Town,

(3) Once it is determined that the plat is ready for recordation the Town Planner shall request the applicant to submit four (4) reproducible film copies and five (5) black line paper copies with original signatures.

(4) Upon the receipt of the signed plats the Town Planner shall obtain the signature of the Chair of the Town of Easton Planning and Zoning Commission.

SECTION 409 FINAL PLAT REQUIREMENTS

The final plat shall meet the following standards and show the following information:

(a) Drafting Standards

(1) The size of the sheet and scale shall be in accordance with the requirements of the Clerk of the Circuit Court of Talbot County.

(2) The plat shall be drawn using black ink on transparent mylar (or linen) or black–line photo process comparable to original quality that will conform to archival standards.

(3) A space or recording block shall be provided of not less than three (3) inches by four (4) inches located three inches from the top right corner of all pages of a final plat to accommodate the County Clerk's recording information and seal.

(4) Dimensions shall be in feet and decimals to the nearest hundredth of a foot, and the bearings in degrees, minutes and seconds.

(5) Each sheet shall be numbered and shall show its relationship to the total number of sheets.

(6) Where any revision is made, or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned and solid lines to show the presently proposed features.

(7) The boundary line of the subdivision shall be shown as a solid heavy line.

(b) General Information

(1) Name of subdivision.

(2) Name and address of the owner(s).

(3) Name and address of the surveyor responsible for the plat.

(4) Present zoning classification.

(5) Date, meridian, scale, and direction of all lines by bearing and distances.

(6) A location map for the purpose of locating the site to be subdivided showing the relation of the tract to adjoining property and to streets.

(7) Tax Map, grid and parcel number of the parcel to be subdivided.

(c) Existing features

(1) Complete boundary survey of the property to be subdivided, showing all bearings, distances, area, and tie-ins to and all adjacent street lines and adjacent Town Boundary lines.

(2) The location, names, and widths of streets, the location of property lines and names of adjacent owners, the location of water courses, and other natural features where they constitute property boundaries.

(3) Location of all existing markers and monuments.

(4) Location, size, purpose and ownership of any rights-of-way and/or easements within the property.

(d) Proposed Layout

(1) A complete survey of the subdivision including street and lot layout, showing bearings, distances, area, and numbering of lots under such system as the Commission may designate.

(2) The names and widths of all proposed streets and alleys.

(3) Sufficient data to readily determine the location, bearing and length of every street, lot, and boundary line. Data shall include total distances of all such street lines, tangent lengths and central angles for each total street curve and central angles for each lot corner around a cul-de-sac.

(4) The building setback lines.

(5) Accurate location of all monuments, markers and reference points.

(6) The location, width, and purpose of all easements or rights-of-way and the boundaries by bearings and distances.

(7) Land offered for dedication for parks, schools, widening of streets, or other community uses.

(e) Acknowledgements and Formal Notations

(1) The following notations shall appear on all Final Plats and be certified by the subdivision owner(s):

a. ALL STREETS AND STREET WIDENINGS, PARKS AND OTHER LANDS INTENDED FOR PUBLIC USE ARE RESERVED BY THE OWNER FOR FUTURE CONVEYANCE TO THE TOWN OF EASTON.

b. ALL EASEMENTS SHOWN ARE HEREBY DEDICATED TO THE TOWN OF EASTON (UNLESS OTHERWISE NOTED) FOR PUBLIC USE.

c. THE PLANNING AND ZONING COMMISSION MAY WAIVE OR TERMINATE, UPON RESUBDIVISION, SUCH UTILITY EASEMENT WHICH HAS NOT BEEN
ACCEPTED BY USE THEREOF. UPON RECEIVING APPROVAL FROM THE TOWN ENGINEER.

d. PLANS FOR COMMUNITY WATER SUPPLY AND COMMUNITY SEWERAGE SYSTEMS OF THIS SUBDIVISION HAVE BEEN APPROVED BY MARYLAND DEPARTMENT OF ENVIRONMENT AND WILL BE AVAILABLE TO ALL LOTS OFFERED FOR SALE.

e. WE, THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON, HEREBY ADOPT THIS PLAN OF SUBDIVISION.

f. THE RECORDING OF THIS PLAT DOES NOT CONSTITUTE OR IMPLY ACCEPTANCE BY THE TOWN OF EASTON OF ANY STREET, EASEMENT, PARK, OPEN SPACE OR OTHER PUBLIC AREA SHOWN ON THIS PLAT.

g. THIS PLAT MAY EXPIRE IN ACCORDANCE WITH THE PROVISIONS OF THE TOWN OF EASTON SUBDIVISION REGULATIONS, SECTION 414.

h. THE RECORDING OF THIS PLAT DOES NOT GUARANTEE THE INSTALLATION OF STREETS OR UTILITIES BY THE TOWN OF EASTON.

i. ANY FOREST CONSERVATION EASEMENT OR BUFFER EASEMENT SHOWN HEREON IS SUBJECT TO PROTECTIVE COVENANTS WHICH MAY BE FOUND IN THE LAND RECORDS OF TALBOT COUNTY AND WHICH RESTRICT DISTURBANCE AND USE OF SUCH AREAS.

(2) The following notation shall appear on all final plats and be certified by the County Health Officer:

THIS SUBDIVISION IS APPROVED FOR COMMUNITY WATER SUPPLY AND COMMUNITY SEWAGE AND THEIR USE IS IN ACCORDANCE WITH TALBOT COUNTY COMPREHENSIVE WATER AND SEWERAGE PLAN AND MDE REGULATION 26.04.03.

(3) Other notations shall appear on all final plats:

BUILDING PERMITS SHALL BE ISSUED ONLY IF SUFFICIENT CAPACITY IS AVAILABLE IN THE COMMUNITY WATER SUPPLY SYSTEM, SEWERAGE SYSTEM, AND SOLID WASTE ACCEPTANCE FACILITY SERVING THE SUBDIVISION.

LAND SHOWN UPON THIS PLAT MAY CONTAIN NON-TIDAL WETLANDS REGULATED UNDER COMAR 08.0504; THE FEDERAL WATER POLLUTION ACT SECTION 404; OR THE RIVERS HARBOR ACT

SECTION 10. DEVELOPMENT AND CONSTRUCTION WITHIN WETLANDS ARE SUBJECT TO FEDERAL AND STATE REGULATIONS AND MAY BE PROHIBITED OR RESTRICTED BY SUCH REGULATIONS.

(f) Signatures

The following signatures shall be placed directly on the plat in black ink:

(1) The owner or owners of the land. If the owner of the land is a corporation, the signatures of the duly authorized officers of the corporation shall appear.

(2) Acknowledgement of owner's signature.

(3) The licensed surveyor who prepared the plat.

(4) Talbot County Health Officer.

(5) Chairman of Planning and Zoning Commission.

(6) The Town Planner.

(g) Seals

(1) The seal of the licensed surveyor responsible for the plat.

(2) The corporation seal, if the applicant is a corporation.

(3) Notary signature and seal.

(h) Additional requirements for final plats for subdivisions located in the Critical Area Overlay Zone.

In addition to the requirements set forth in this section, the following additional information must be provided upon any final plat involving land located within the Critical Area Overlay Zone of the Town:

(1) Location of Critical Area Overlay Zone and Buffer boundaries;

(2) Location of any non-tidal wetlands and location of buffer areas around each wetland;

(3) Location of any other Habitat Protection Area; and

(4) Designation of any area designed to remain in open space or under forest cover.

(i)Notes regarding Requirements for Forest Conservation, if required, must be included.

SECTION 410 FINAL PLAT - RECORDING PROCEDURES

(a) At such time as the Planning Commission has approved the final plat and the required improvements have been constructed or guaranteed in accordance with Articles V, VI, and VII of these Regulations and any outstanding fees and/or capital charges have been paid, the Town Planner shall record the plat, and distribute copies as follows:

(1) The Clerk of the Circuit Court - two (2) reproducible film copies for the purpose of recording among the Land Records of Talbot County.

(2) The applicant - one (1) reproducible film copy for the applicant's future use.

(3) Town Office - two (2) copies.

(4) Maryland Department of Assessment and Taxation - one (1) copy.

(5) Easton Utilities Commission - one (1) reproducible film copy.

(b) Failure on the part of the owner or subdivider to construct or guarantee the construction of the required improvements within three (3) years from the date of approval of the final plat may, at the discretion of the Commission, cancel and make void its previous approval.

SECTION 411 EFFECT OF RECORDING FINAL PLAT

(a) Easements, and other public improvements shown on the final plat to be recorded shall be offered for dedication to the Town by formal notation thereof on the plat, or the owner must note on the plat those improvements which have not been offered for dedication to the Town.

(b) Recording of the final plat shall not be deemed to constitute or effect an acceptance by the Town of the dedication.

SECTION 412 MINOR SUBDIVISIONS

Minor subdivisions, lot line revisions or boundary adjustments shall be submitted in final plat form as per the requirements of Section 408 hereof. Lot line revisions and/or boundary adjustments need only show the lots affected by the change and shall refer to

the subdivision being amended. A copy of a new deed must be recorded so that no remnant is created.

Applications shall be submitted to the Town Planner who will route the plat to the appropriate agencies for review and comments. Upon the finding of the staff that the plat is in compliance with these regulations and the payment of the appropriate fees the Town Planner shall present the plat to the Chairman of the Planning & Zoning Commission who shall be authorized to sign the plat. Should the Chairman AND Town Engineer feel it necessary for review of the entire Commission he may have it placed on the agenda of their next meeting.

SECTION 413 COMBINATION OF LOTS IN COMMON OWNERSHIP

Construction across lot lines of two (2) or more lots in common ownership shall be permitted pending the approval of the Town Planner and Town Engineer. If approved, said lots shall be considered one parcel until such time as the structures are removed/demolished.

SECTION 414 SUBDIVISION PLAT APPROVAL EXPIRATIONS

The various plats involved in the subdivision approval process shall be deemed to be valid upon their approval for the period of time specified below. Expired plats shall be of no effect and applicants must begin the review process over again for any property that had an approved plat which expired. Approvals may be extended no more than twice by the appropriate approving agency provided that a written request to do so is received prior to the expiration of the plat.

Type of Plat	Approval Expires after:
Sketch Plat	3 years
Development Plat	3 years
Improvement Plans	3 years
Final Plat	3 years (to construct or guarantee the construction of the required improvements)

** - NOTE: Within six (6) months prior to the expiration of an approved plat, an applicant may request an extension of up to one year of said approval.

ARTICLE V – DESIGN REQUIREMENTS

SECTION 500 COMPLIANCE REQUIRED

(a) All subdivisions submitted to the Easton Planning and Zoning Commission for approval shall comply with and will be reviewed against the design elements, policies, and standards as described in the Easton Comprehensive Plan, the following requirements of this Article, and any Design Guidelines that may be adopted by the Town of Easton.

(b) The Planning Commission shall not approve any subdivision found to be not in compliance with the design standards specified herein, unless the standards provide for some measure of relief and said relief is satisfied.

SECTION 501 SUBDIVISION DESIGN REQUIREMENTS

(a) BLOCK STANDARDS

(1) The maximum block length shall be 600 feet. The maximum block length may be increased by the Planning Commission upon a specific determination by the Commission that a longer block is desirable for a specific reason, such as topographic or physiographic characteristics of the land, to accommodate a specific design theme acceptable to the Commission but precluded by shorter blocks, etc.

(2) Lot sizes within blocks shall be mixed to accommodate a variety of house types and sizes.

(b) ALLEYS

(1) Alleys are encouraged as the primary means of access to garages and for services such as trash pick-up.

(2) Alley right-of-way and pavement width shall be as specified in Section 702.5 of these Regulations.

(c) LOTTING PROVISIONS

(1) No protected area or its associated buffer shall be located on any residential building lot. Such areas shall include, without limitation, nontidal wetlands and their associated buffer, Chesapeake Bay Critical Area Buffers, and Forest Conservation Protection Areas. The Planning Commission may modify this provision and allow such

protected areas to be located on individual lots on non-residential building lots.

(2) Landscaping Buffers adjacent to public streets shall be located outside building lots and shall be maintained by a Homeowner's Association or another means acceptable to the Town Engineer.

(3) Stormwater Management features shall be designed as a site amenity. Environmental Site Design (ESD) features are not encouraged on individual lots.

ARTICLE VI - REQUIRED IMPROVEMENTS

SECTION 600 PURPOSE

(a) The purpose of this article is to establish and define the community improvements which will be required to be guaranteed or constructed by the applicant prior to final plat approval.

(b) All construction shall be completed in accordance with specific conditions of the commitment and approved plans and specifications (the improvement plans), and in the manner acceptable to the Town Engineer and the Easton Utilities Commission.

(c) All proposed construction shall be coordinated in design and in construction scheduling with the existing improvements and the requirements or activities of other agencies.

(d) All on-site infrastructure construction such as roadway and utility work shall be performed by The Town of Easton or a contractor that has been pre-approved by the Town Engineer.

SECTION 601 IMPROVEMENTS

(a) The following improvements shall be designed and constructed by the developer in accordance with the standards and service tariffs of the Town of Easton and the Easton Utilities Commission and the approved plans and specifications:

(1) Streets and alleys
(2) Curb and gutter
(3) Sidewalks
(4) Storm water drainage and management systems
(5) Sanitary sewerage system
(6) Water supply system
(7) Landscaping/Screening (in accordance with Landscaping requirements found in of the Town of Easton Zoning Code)
(8) Parks

(b) The following improvements will be provided for by the developer in accordance with the regulations, standards and service tariffs of the Easton Utilities Commission, the Telephone Company, and any other utility companies serving the subdivision, and the approved plans and specifications:

(1) Gas service
(2) Electric service
(3) Telephone service
(4) Cable service

(5) Street lighting
(6) Internet service

(C) Plans for the required improvements shall be prepared, submitted, revised, and approved in accordance with procedures and requirements established by Easton Utilities and the Town Engineer.

(D) Final grades for entire development including building lots and park areas must be shown.

(E) Off-site utility design and construction process shall be as follows:

(1) Utilities shall be designed to the site in Accordance with The STANDARD DETAILS FOR PUBLIC WORKS AND UTILITIES CONSTRUCTION IN THE TOWN OF EASTON and Easton Utilities Service Tariffs.

(2) Upon design completion and approval, Easton Utilities shall publicly bid the construction drawings and with the developers consent, shall award the bid in accordance with the bid procedures of Easton Utilities and the Town of Easton. The contract shall be between Easton Utilities and the contractor. The engineering, inspection, management fees and construction costs shall be borne entirely by the developer.

SECTION 602 INSPECTIONS

All improvements shall be inspected by the Town Engineer or appropriate agencies for compliance with approved plans, prior to final acceptance.

SECTION 603 REPAIR OF DAMAGED IMPROVEMENTS

The developer shall be required to repair damage to roads or streets, storm drainage systems, curb and gutter, sidewalks, utilities, survey markers, and any other required improvements as a result of grading or construction activities by the developer in the subdivision.

ARTICLE VII – STANDARDS

SECTION 700 APPLICATION

(a) The standards outlined herein shall be considered minimum standards for the promotion of the public health, safety, morals and general welfare.

(b) Where literal compliance with the standards herein specified is clearly impractical, the Planning Commission and/or the Town Engineer may modify or adjust the standards to permit reasonable utilization of property while securing substantial conformance with the objectives of these Regulations. The Planning Commission and/or the Town Engineer shall not have the authority to modify any provision of any other ordinance of the Town of Easton.

SECTION 701 GENERAL PROVISIONS

(a) All portions of a tract being subdivided shall be taken up in lots, streets, public lands, or other proposed uses, so that remnants and/or landlocked areas shall not be created.

(b) Where trees, waterways, scenic points, historic spots, graveyards, or other assets and landmarks are located within a proposed subdivision, every possible means shall be provided to preserve and provide access to these features.

(c) Land subject to flooding or property and land deemed to be topographically unsuitable shall not be subdivided or developed for residential occupancy or for such other uses as may endanger health, life, or property, or aggravate erosion or flood hazards until all such hazards have been eliminated or unless adequate safeguards against such hazards are provided by the final plats. Such land within a subdivision shall be set aside on the plat for uses that will not be endangered by periodic or occasional inundation or will not produce unsatisfactory living conditions.

(d) The subdivision shall conform to the Comprehensive Plan and the Zoning Code of the Town of Easton.

(e) The subdivision name approved by the Planning and Zoning Commission and recorded, shall constitute the subdivision's official and only name. No other name may be used unless an approved and amended plat is recorded bearing the revised name.

SECTION 702 STREETS

(a) The purpose of this Section is to establish appropriate standards for the design of streets in subdivisions.

(b) These provisions shall be applicable to the design and construction of all new residential streets. The design of streets in commercial and industrial subdivisions shall

be in accordance with the specifications of the Town of Easton and Easton Utilities Commission Standard Details.

(c) Amendments or additions to subdivisions established prior to the adoption of the street classification system (established July 1993), shall comply with these provisions in so far as possible. The Commission is hereby authorized to modify the provisions of this section as necessary in order to accomplish the purpose established herein.

(d) STREET CLASSIFICATIONS

1) Residential Street: This classification of street should provide the optimum environment for a residential neighborhood and include curb and sidewalks. Homes will front on this class of street.
2) Collector Street: This classification of street may be necessary to carry traffic from one neighborhood to another or from the neighborhood to streets connecting to other streets in the community. This classification of road does not have curbs, does have roadside ditches, and may include sidewalks. This classification of street is unsuitable for providing direct access to homes and such access should be avoided.
3) Commercial Urban Street: This classification of street is typically in a commercial retail subdivision and includes curbs and sidewalks.
4) Commercial Industrial Street: This classification of street is typically in an industrial subdivision with roadside ditches and no curb or sidewalk.

702.1 RESIDENTIAL STREET (e.g., Fir Street, Standish Street)

(a) Street width shall be 36 feet as measured between flowlines of curb and shall accommodate two 10 foot wide travel lanes plus two 8 foot wide parking lanes.

(b) When on-street parking is provided on both sides of the street and the total width is 36 feet, traffic calming shall be provided at intersections. Traffic calming examples include, but are not limited to:
    1. Taper curbs at intersections to provide 28 feet width between flowlines of curbs to eliminate on-street parking near intersections,
    2. Provide medians at legs entering intersection to eliminate on-street parking,
    3. Roundabout

(c) If alleys are proposed, on-street parking may be eliminated and replaced with two 4 foot wide shoulders for a total width of 28 feet between flowlines of curb.

(d) The road width may be reduced to 28 feet with on street parking on one side only in unique situations (e.g., age restricted communities, when alleys are provided, etc.) on a case by case basis if approved by both the Planning Commission and Town Engineer.

702.2 COLLECTOR STREETS (e.g., Fisher Range Road, Seth Drive, Corbin Parkway from Dutchmans to Nancy)

(a) Street width shall be 30 feet and shall accommodate two 11 foot wide travel lanes plus two 4 foot wide gravel shoulders.

(b) Curbs should not be provided along Collector Streets unless required by the Town Engineer.

702.3 ALLEYS

(a) Alley width shall be 16 feet as measured between flowlines of curb.

(b) Mountable curb shall be provided on each side of alleys.

702.4 COMMERCIAL URBAN STREET (e.g. Waterside Village)

(a) Total street width shall be 30 feet as measured between flowlines of curb and shall accommodate two 11 foot wide asphalt travel lanes plus two 4 foot wide shoulders.

702.5 COMMERCIAL SUBURBAN STREET (e.g. Mistletoe Hall Farm, Easton Technology Center)

(a) Total street width shall be 30 feet and accommodate two 12 foot wide asphalt travel lanes plus two 3 foot wide gravel shoulders.

(b) Curbs should not be provided along Commercial Suburban Streets unless required by the Town Engineer.

702.6 CUL-DE-SACS

The Town of Easton finds and determines that the use of cul-de-sacs and dead-end streets is inconsistent with the public policy of preserving an interconnected street system. Cul-de-sacs and dead-end streets do not promote street connectivity, and create

inefficiencies in the distribution of traffic and water as well as inefficiencies and increased municipal expenses in the delivery of public services. In limited situations, cul-de-sacs can be used to avoid disturbing sensitive environmental features. Accordingly, this section restricts the use of cul-de-sacs to appropriate situations and establishes standards for development that utilize cul-de-sac streets.

(a) Applicability

A cul-de-sac is a street, or a system of streets, having only one end open to traffic and the other end being permanently terminated and a vehicular turn-around provided. However, in situations where cul-de-sacs are permitted, they shall comply with this section.

(b) Generally

An applicant seeking to propose cul-de-sacs in their subdivision shall demonstrate that not doing so will produce unnecessary hardship as the result of extreme topographic conditions. For purposes of this section, the following shall be considered "extreme topographic conditions":

(1) Slopes exceeding 20 percent;
(2) Marshes, wetlands, rivers, lakes, streams, or ponds; or
(3) Any environmentally protected area or its associated buffer.
(4) A parcel with confined space.

(c) Right-of-Way and Pavement Design

(1) Cul-de-sacs and dead-end streets shall terminate in circular rights-of-way having a minimum pavement width radius of 45 feet for residential uses and 60 feet for commercial/industrial uses.
(2) In no event shall the cul-de-sac exceed 150 feet in length.

(d) Access Restriction

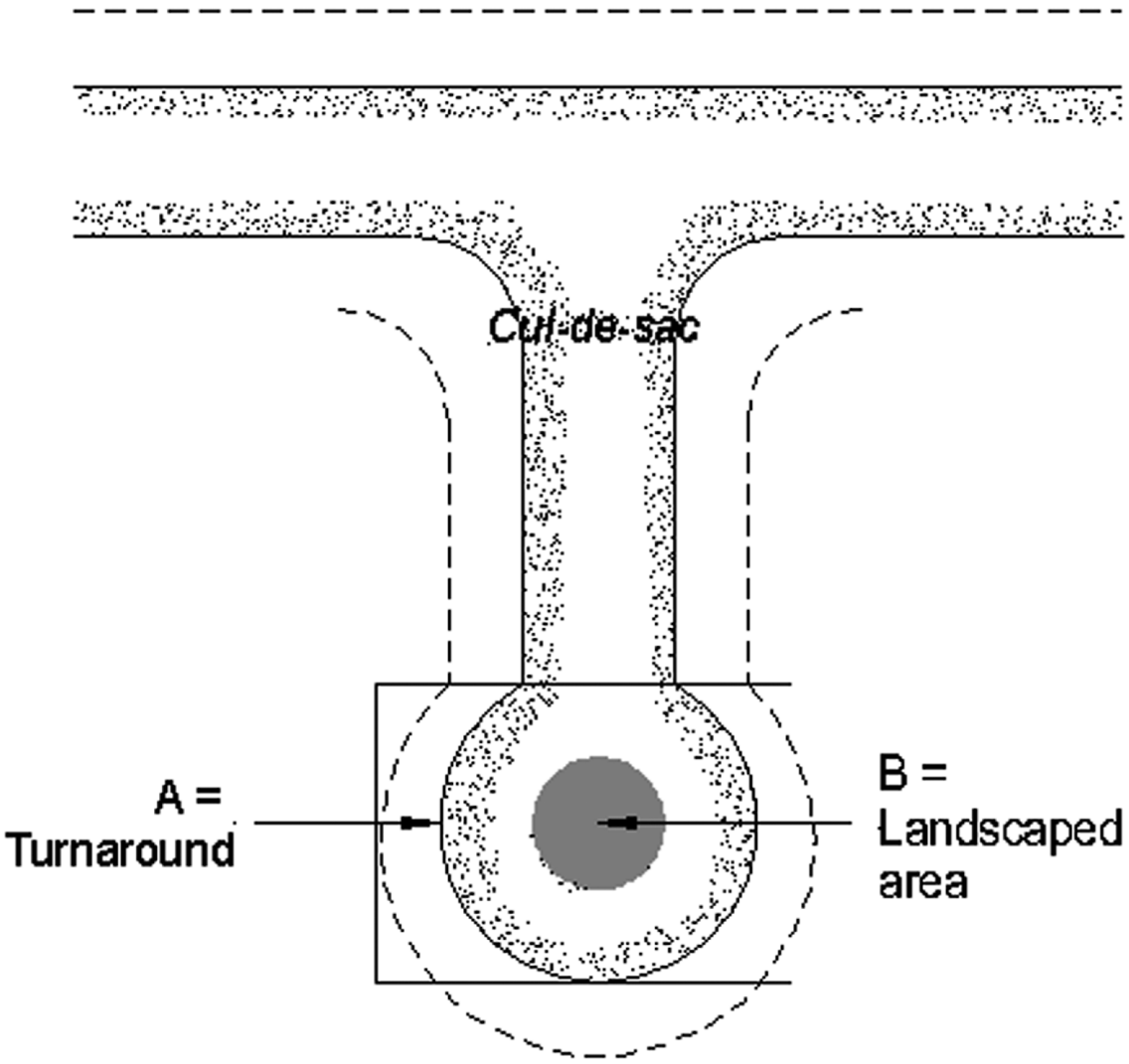
The site plan or subdivision plat shall show a stub connecting the cul-de-sac to adjoining areas or parcels where future roadways are delineated on the recorded subdivision or site plan. The stub shall be improved as a pedestrian walkway, trail, or bikeway.

(e) Landscaping

At least 40 percent of the bulb of the cul-de-sac shall be landscaped, utilizing native plants, in accordance with an approved landscaping plan. For cul-de-sacs with a radius exceeding 80 feet, at least 25 square feet of the area within the turnaround area shall be landscaped (see Figure 2).

(f) Water mains located on Dead End Streets such as cul-de-sacs shall not be dead end lines. Water mains can be looped and connected back into the main or connected to another water main. All water mains must be located entirely within a Town of Easton ROW or easement dedicated to the Town of Easton.

Figure 2 Cul-de-sac Landscaping



702.7 RIGHTS-OF WAY

(a) RIGHTS-OF-WAY. Minimum rights-of-way shall be provided as follows:

Residential Collector - 60 feet
Residential Subcollector - 60 feet
Residential Access - 50 feet
Special Purpose Streets:
Alley - 20 feet

(b) INCREASE IN RIGHT-OF-WAY WIDTH

(1) If proposed lots are large enough for further subdivision which may change the street classification in the future to a higher order street, the municipality may require that the right-of-way width for the higher order street be provided.

(2) In unusual circumstances, the minimum widths listed in Section 702.6 (a) may be insufficient to accommodate all necessary improvements and therefore rights-of-way widths in excess of the minimum established in Section 702.6 (a) may be required.

702.8 DRIVEWAYS

(a) DRIVEWAYS TO SINGLE-FAMILY LOTS

(1) Driveways shall be located not less than 40 feet from the tangent point of the curb radius of any intersection. Driveways to corner lots shall gain access from the street of lower classification when a corner lot is bounded by streets of two different classifications.

(2) The following standards shall apply to the driveway apron at the edge of the pavement:

a. Minimum curb cut or driveway width at the pavement edge: 12 feet
b. Maximum curb cut or driveway width at the pavement edge: 20 feet.

(3) A single common driveway serving no more than four single family dwelling units is permitted provided a joint access easement has been recorded.

(b) SHARED RESIDENTIAL DRIVEWAYS FOR MULTI-FAMILY DEVELOPMENT

(1) All entrance drives serving 4 or less dwelling units may be designed to single family driveway standards above.

(2) All entrance drives serving more than 4 dwelling units, but which may be expected to convey less than 200 ADT, shall be laid out to conform to the design, service, and access standards established in this Ordinance for residential access streets.

(3) All entrance drives which may be expected to convey greater than 200 ADT, but less than 1000 ADT, shall be laid out to conform to the minimum design, service, and access standards specified in this Ordinance for residential subcollector streets.

(4) All entrance drives which may be expected to convey greater than 1000 ADT shall be laid out to conform to the minimum design, service, and access standards specified in this Ordinance for residential collector streets.

SECTION 703 STREET DESIGN AND LAYOUT

(a) Streets shall be laid out to avoid areas such as floodplains, cliffs, steep slopes or large ravines. A secondary means of access to a higher order street which does not go back through the same hazard area shall be provided when one of the access streets into a subdivision of more than twenty dwelling units crosses through a hazard area.

(b) All streets and alleys shall be designed and constructed in accordance with standards and regulations promulgated and administered by the Town Engineer.

(c) The developer shall provide all necessary roadway signs and traffic signalization as may be required by the Town, based upon Town standards, state standards and a traffic impact study if required

(d) TRIP GENERATION RATES

The following chart shall be used to determine the anticipated daily traffic levels of proposed residential development:

HOUSING TYPES AVERAGE WEEKDAY TRIP GENERATION RATES

Single-family detached	10.0 trips/du
Duplex (twin), Multiplex, Townhouse, etc.	8.1 trips/du
Apartment	5.4 trips/du
Mobile Homes	5.38 trips/du
Retirement Community	3.3 trips/du

(e) TRAFFIC IMPACT STUDY

A traffic impact study shall be prepared by a Maryland Licensed professional engineer and shall be submitted for any non-residential subdivision or for any residential subdivision proposing fifteen (15) or more dwelling units, or if for good cause the Planning Commission requests such a study to be completed regardless of the number of units proposed. Should the Planning Commission deem it appropriate, they may require that the developer fund a traffic impact study to be prepared by an engineer selected by the Town. At a minimum, the following information shall be included in the study:

(1) Project Description – Provide a brief description of the proposed project and the limits of the traffic study. The limits of the study area shall be subject to revision by the Planning Commission. The total build-out of the project anticipated by the proponent should be clearly stated.

(2) Existing Conditions – Provide physical characteristics of each roadway within the study area. Traffic volumes shall be examined for the study area. Average weekday volumes shall be shown for twenty-four (24) hours and the AM and PM peak hours in all cases. Accident diagrams summarizing local police reports may be needed for problem locations. An existing conditions capacity and level of service analysis shall be provided in accordance with the Transportation Research Board's Highway Capacity Manual Report 209 (latest edition). The analysis shall include delay and queue length information. Weave, merge, diverge, and road segment analyses should be included where applicable.

(3) Project Site Traffic Projection – Provide estimated peak hour and daily traffic generated by the project on roadways within the study area. Include an analysis of the distribution of off-site generated traffic as it relates to the existing street system. All traffic impact studies should include traffic generated by other developments within the study area that have received preliminary subdivision or development site plan approval. Saturday peak hour conditions should be included for retail projects. Any adjustment factors or growth rates used should be cited.

(4) Future Conditions – Future conditions capacity analysis (five-year horizon) shall be computed for the no-build and build alternatives, with and without mitigation measures. This analysis shall include projected delays at all intersections, projected queues, and projected levels of service. All new intersections shall be reviewed relative to AASHTO standards, including sight distances for entering and merging traffic within the project area. A list should be provided of all other study area projects which could be completed within five years of the submittal date of the proponent's project and which could have impacts that would be relevant to the proponent's traffic impact study. Public as well as private projects should be included; projects awaiting approval should be included, as well as those which are already approved or do not require approval. Signal warrant analysis should be performed using the Manual on Uniform Traffic Control Devices (FHWA, latest edition), if applicable.

(5) Roadway Mitigation Measures – Describe all proposed mitigation measures for the adverse impacts identified in the traffic impact study. Identify specific and expected benefits to be derived by these proposed mitigation measures. The individual costs of the proposed mitigation measures should be given, and the party responsible for the

implementation of each measure clearly identified. A schedule of when, in relation to any project phasing, particular measures need to be implemented should be outlined. In addition to a schedule of construction, a description should be provided of any capacity constraints on the existing network that will occur, and of measures that will be taken to mitigate noise and dust pollution.

(6) Summary - Traffic Impact Studies shall include a brief summary of the major or significant findings. This should be prepared and presented in a manner which anticipates it being reviewed by the general public. Such summary shall include a discussion of existing roadway/intersection Levels of Service (LOS), any measures proposed to insure that said LOS does not degrade as a result of the proposed subdivision, and a tabulation of the percentage change in traffic volumes at the studied intersections.

If a connection of two or more existing roads is being proposed, the traffic report shall contain a detailed assessment of the traffic impacts on roadways in adjacent neighborhoods. Traffic impacts including projected splits in traffic, changes in levels of service, increases in daily and peak hour traffic conflicts with pedestrians and bicycles.

When the scope of a traffic study includes County, State, and/or Federal roads, the applicant shall be responsible for contacting the appropriate agencies before undertaking the study in order to obtain any input such agencies may have. The applicant shall also be responsible for forwarding a copy of the completed study to these same agencies at the time it is submitted to the Town.

(f) All streets and alleys shall be continuous in alignment and grade with existing, recorded, and planned streets.

(g) Streets shall be extended to the boundary lines of the proposed subdivision so that a connection can be made to all adjacent properties unless such extension is not feasible because of topography or other physical conditions, or unless, in the opinion of the Commission, such extension is not necessary or desirable for the coordination with existing streets or the most advantageous development of adjacent tracts. In any event, no subdivision shall be designed so as to create or perpetuate the landlocking of adjacent land.

(h) Dead end streets are prohibited except to permit future extensions to adjoining tracts. Such streets shall include a temporary turnaround until the street is extended.

(i) Street names shall be approved by the Commission. Such names shall not duplicate those elsewhere in the Town of Easton or within one mile of the corporate boundary. Streets that are in alignment with existing streets shall bear the names of existing streets.

(j) In subdivisions that adjoin or include existing streets that do not conform to widths established in these Regulations, the subdivider shall dedicate additional width along either one or both sides of such streets so as to bring them up to standards, provided the area to be used for widening is owned by the subdivider or under his control.

(k) Streets shall be laid out to intersect as close to right angles as possible. A proposed intersection of two streets at an angle of less than seventy (70) degrees will not be approved. Any change in street alignment to meet this requirements shall occur at least one hundred (100) feet from the intersection.

(l) Multiple intersections involving junctions of more than two (2) streets shall be avoided.

(m) Roadways entering opposite sides of another roadway shall be laid out either directly opposite one another or with a minimum offset of two hundred (200) feet between their centerlines.

(n) All streets shall have a total minimum width of not less than that prescribed for the street according to its classification in Section 702.

SECTION 704 STREET IMPROVEMENTS

(a) Street Construction: The developer shall provide for the complete construction of streets and curb and gutter, in accordance with the standards and specifications of the Town of Easton.

(b) Sidewalks: All subdivisions shall be required to provide sidewalks unless it is determined by the Planning and Zoning Commission that sidewalks are not necessary due to lot size, location of subdivision or anticipated usage. Sidewalks shall be designed and constructed in accordance with the standards and requirements established by the Town Engineer.

(c) Storm water management and sediment control: All storm water drainage systems shall be designed and constructed in accordance with the Stormwater Management Ordinance. A storm water management plan and sediment control plan approved by the appropriate State and Local Agencies must be provided. Natural shaped ponds are preferred.

(d) Street Lighting: Street lighting shall be designed and installed by the Town of Easton at the expense of the developer.

(e) Street trees: New trees which are indigenous to the area or other approved species shall be required to be planted as per requirements of Section 707 LANDSCAPING herein.

(f) Signs: Street name and traffic control signs shall be constructed by the Town of Easton at the expense of the subdivider or developer.

SECTION 705 SANITARY SEWERAGE SYSTEM AND WATER SUPPLY SYSTEM

All subdivisions shall be served by public sewer and water systems designed and constructed in accordance with the standards and service tariffs of the Easton Utilities Commission.

SECTION 706 GAS, ELECTRIC, CABLE, INTERNET, AND TELEPHONE SERVICE

Provisions for gas, electric, cable, internet, and telephone service shall be made in accordance with the standards and service tariffs of the Easton Utilities Commission, the Telephone Company, and any other utilities company serving the subdivision.

SECTION 707 LANDSCAPING

(a) "Sketch" or "Concept" landscaping plan in accordance with Section 28-1014 of the Zoning Ordinance is required to be submitted with the Sketch Plat submittal.

(b) Complete Landscaping Plans are required to be submitted with the Preliminary Plat.

(c) Plans and designs shall be in accordance with Section 28-1014 of the Zoning Ordinance of the Town of Easton.

SECTION 708 PARKS

(a) All residential subdivisions of ten (10) or more lots shall provide a minimum of 1,200 square feet per dwelling unit for parks. Required environmental protection areas and stormwater management areas may not be used to satisfy the minimum park requirements. The land to be dedicated for parks shall be of suitable size and shape, topography and geology, and offer proper location and adequate road access, as determined by the Planning & Zoning Commission.

(b) For subdivisions of less than ten (10) lots, if the Planning & Zoning Commission determines that due to the size of proposed subdivision or other factors, suitable sites for parks cannot be dedicated, payment of a fee in lieu of land dedication shall be required. The fee shall be in the amount of the value of the land to be dedicated, as determined by the Commission on the average market value of the undeveloped land based on the entire tract.

(c) Fees collected in lieu of land under the provisions of this section shall be paid to the Town prior to final plat recordation. Fees collected under these provisions shall be used for the purpose of acquiring developable land for parks.

(d) Where private open space for parks and recreational purposes is provided in a proposed subdivision, and such open space is to be privately owned and maintained by the future residents of the subdivision, the acreage of such areas may be credited against the requirement for dedication of land or payment of fees in lieu of if the Commission concludes that it is in the interest of the public to do so.

(e) Any lands dedicated hereunder shall be used only for the purposes stated herein.

(f) All parks intended for public use shall be dedicated to the Town of Easton and shall be in a condition acceptable to the Town, including the provision of Park Improvements, at the time of said dedication.

(g) All parks shall include stub-outs for the potential provision of water, sewer, and electrical service.

(h) Where the subdivision contains park areas, or other physical facilities necessary or desirable for the welfare of the area and which are of common use or benefit and are of such character that the Town or other public agency does not desire to maintain them, then provisions shall be made by trust agreements for the proper and continuous maintenance and supervision of such facilities by the lot owners in the subdivision. Such trust agreements shall be approved by the Planning Commission prior to the recording of the Final Plat and shall be a part of the deed covenants.

(i) The Easton Comprehensive Plan classifies parks into four categories, consistent with the practice/policies of the Easton Park Board. These are Mini-Parks (e.g., Thompson Park or Clifton Park), Neighborhood Parks (e.g., Chapel East Park or Matthewstown Run Park), Community Parks (e.g., Idlewild or Moton Parks) and Special Park Areas (e.g., the Rail-Trail or the former Skate Park). For the purposes of this Section, at least 50% of the area required to be provided for parks shall be satisfied in the form of one centrally located Neighborhood Park. Such parks may be active, passive, or natural, as approved by the Planning Commission.

SECTION 709 PARK DEVELOPMENT FEES

(a) With respect to all residential development, a park development fee of $199.70 per residential unit[1], as adjusted per subsection (c) below, shall be assessed, which fee shall be due and payable at the time of the approval of the final plat, or final site plan as the case may be, containing such dwelling units.

(b) On January 2 of each year, the park development fee shall be automatically adjusted in accordance with any percentage change in the cost of park

[1] This figure was established at $133.33 per unit with the original adoption of this standard. It was adjusted as per subsection 709 (c) to $199.70 in 2022 (reflecting the cumulative annual rates of inflation as determined by averaging the three indices cited).

development. The park development fee shall be adjusted by the average percentage change, if any, in the Consumer Price Index, the Construction Cost Index, and the Building Cost Index, taken together and as established for the State of Maryland.

(c) Such park development fee shall be used solely for the development and improvement of parks, trails, and recreation facilities within or reasonably proximate to the applicable residential development.

Subject to the express approval of the Town of Easton, the owner/developer of land involving applicable residential development may elect, in lieu of payment of park development fees, to develop and construct neighborhood park improvements on land within the development dedicated for such purposes or upon existing park land reasonably proximate to the development. Such development and construction shall comply with all applicable provisions of these Subdivision Regulations and any rules or regulations adopted pursuant thereto.

SECTION 710 SURVEY MONUMENTS AND MARKERS

Monuments or markers, not less than five inches square at each end and thirty inches long, made from hard durable stone or good concrete, shall be placed in not less than four convenient places on the outside boundaries of the entire subdivision, at each change in direction of said boundary lines, at each change in direction of street and alley lines, and at all street and alley intersections. Not less than twenty-six (26) inches of the monuments or markers shall be placed in the ground with not more than four (4) inches extending above the surface of the ground. The corners of all lots not marked by stone or concrete monuments required above shall be marked by iron pins or iron pipes at least eighteen (18) inches long and not less than 5/8" in diameter.

SECTION 711 ENGINEERING AND SURVEYING

(a) All surveys, maps, plans, and designs shall be made by a Professional Engineer, Professional Surveyor, or other design professional who is licensed by the State of Maryland and is practicing within the scope of his license with respect to the services provided.

(b) All maps or plats shall be compiled from actual accurate field surveys made by the surveyor whose name appears thereon.

(c) All figures, lettering and symbols on the plan or map must be neatly and legibly drafted thereon and the Commission may refuse to receive for examination and approval a plan or map on which such details are blurred, unreasonably indistinct or difficult to read.

(d) On all subdivisions at least one (1) of the principal corners of the outline boundary of the whole tract shall be referred to the nearest officially established street intersection monument or marker.

(e) SURVEY CONTROL

(1) The meridian line upon which the bearings or azimuth of the survey is based shall be referenced to the Maryland State Plane Coordinate System (NAD83/91.)

(2) All plats shall show the position by coordinates of not less than four markers set in convenient places within the subdivision in a manner so that the position of one marker is visible from the position of one other marker.

(3) The U.S. survey foot (1 meter = 3.280833333 feet) shall be used in all conversions of Maryland State Plane Coordinates from meters to feet or feet to meters.

(f) All surveys of subdivisions shall be carefully and accurately executed. The boundaries of the entire tract shall be surveyed on the ground and all corners thereof established by the accurate measurement of linear distances and precise observation of angles to the nearest twenty (20) seconds of circumference.

(g) All surveys shall be made with an accuracy of no less than one to fifteen thousand (1:15,000).

(h) The developer shall, upon request, furnish a certified copy of the surveyor's computation of the unbalanced traverse of the outside boundary of the entire tract.

ARTICLE VIII - IMPROVEMENT GUARANTEES

SECTION 800 CONTRACTS

The Planning and Zoning Commission shall not allow recording of any subdivision plat until:

(a) Required improvements have been completed, inspected and accepted by the Town Engineer, or other proper authorities; or

(b) The developer has entered into a written agreement with the Town in the manner and form set forth by the Town Attorney where the developer shall agree:

> (1) to construct or cause to be constructed, at his own expense, all required improvements in strict accordance with the standards and specifications of the Town of Easton and the Easton Utilities Commission;
>
> (2) to maintain, at his own cost, the improvements until the same are accepted by the Town of Easton and the Easton Utilities Commission;
>
> (3) to obtain, at his own cost, any easement or release required for the construction or extension of any required improvement.

SECTION 801 GUARANTY

In order to assure the Town that the required improvements shall be constructed and installed at his own expense, in strict accordance with the standards, regulations, and specifications of the Town, and will be maintained until accepted by the Town, the developer shall furnish the Town, cash, bond, irrevocable letter of credit, or other such surety as the Town shall approve in an amount sufficient to cover cost, as estimated by the Town Engineer, of the construction and installation of the aforesaid improvements.

The improvement guaranty shall be conditioned upon:

(a) the developer constructing and installing, or causing to be constructed or installed, in strict accordance with the standards, regulations, and specifications of the Town, as finally approved, the required improvements;

(b) the developer in maintaining at his own cost the said improvements, until the same are accepted by the Town for community use;

(c) the faithful performance by the developer of the Public Works Agreement.

SECTION 802 ACCEPTANCE OF IMPROVEMENTS

(a) Development Inspection

(1) The applicant shall notify the Town of Easton and the Easton Utilities Commission of the completion of the required improvements.

(2) The appropriate agency shall inspect the completed required improvements and notify the developer of approval or specify those items of construction, material, and workmanship which do not comply with the specifications or the approved construction plans.

(3) The applicant, upon notification from the appropriate agency of items not approved shall:

a. proceed, at his own cost, to make such corrections as shall be required to comply with the specifications and approved construction plans; and

b. notify the appropriate agency upon completion, requesting final inspection.

(b) Final Inspection: The appropriate agencies shall make a final inspection with the applicant of all required improvements.

(c) Acceptance: At such time as the Town Engineer is satisfied that the applicant has complied with all standards, regulations, service tariffs and specifications of the Town of Easton and the Easton Utilities Commission an indenture prepared by the applicant in a form approved by the Town of Easton, conveying all streets, parks, and other public lands to the Town of Easton shall be recorded in the Land Records of Talbot County.

ARTICLE IX - CHANGES AND AMENDMENTS

SECTION 900 CHANGES AND AMENDMENTS

The Town Council may, from time to time amend, supplement or change, by ordinance, the regulations herein established. Any such amendment or change shall be accomplished in accordance with the provisions of the Town Charter and the laws of the State of Maryland.

ARTICLE X – ADMINISTRATION

SECTION 1000 HARDSHIP

Where the Planning and Zoning Commission finds that extraordinary hardships may result from strict compliance with these Regulations, it may modify the Regulations so that substantial justice may be done and the public interest secured, provided that such modification will not have the effect of nullifying the intent and purpose of these Regulations or of modifying any provision of any other ordinance of the Town of Easton.

SECTION 1001 CONDITIONS

In granting modifications, the Planning and Zoning Commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so modified.

SECTION 1002 FEES

A plat review fee shall be collected upon the submittal and each subsequent submittal of a sketch plan. A subdivision application fee shall be collected at the time of filing of a Preliminary Plat. This fee shall be based on the number of lots in the subdivision and is a one time fee as long as the Preliminary Plat is based on the approved sketch plat. When a Preliminary Plat is submitted which is based on a revised sketch plat, a new subdivision application fee shall be collected. There shall be no fee for the initial review of a final plat. When a plat has to be reviewed more than once, a plat review fee shall be collected for each submittal of the final plat.

A plat review fee shall be collected for a boundary line amendment or a minor subdivision. All fees shall be in accordance with the fee schedule of charges adopted by resolution of the Town Council.

SECTION 1003 SEVERABILITY

It is hereby declared to be the legislative intent that:

(a) If the court declares any provisions of these Regulations to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of these Regulations shall continue to be separately and fully effective.

(b) If the court finds the application of any provision or provisions of these Regulations to any lot, building, or other structure, or tract of land, to be invalid or ineffective, in whole or in part, the effect of such decision shall be limited to the person, property, or situation immediately involved in the controversy, and the application of any such provision to other persons, property, or situations shall not be affected.

SECTION 1004 PUBLIC MEETING

The Planning Commission shall consider all Sketch Plats at a Public Meeting. Such meeting may be the Commission's Regular Monthly Meeting or when determined appropriate by the Commission, a Special Meeting. At such meeting, all parties in interest and citizens shall have the opportunity to be heard. The time, place, and location of said meeting along with the general location and a brief description of the subdivision shall be published in a paper of general circulation in Talbot County. In addition, the property shall be posted at least seven (7) days preceding the date on which the Planning Commission is scheduled to review said subdivision and notice to adjoining property owners shall be provided as specified for other development application types (e.g., site plans) in the Zoning Code. No notice shall be required for those subdivisions which do not require sketch plat review.

SECTION 1005 ENFORCEMENT OFFICER

The Town Engineer of Easton shall be the enforcement officer for these Regulations. If they find that any of the provisions of these Regulations are being violated, they shall notify in writing the person responsible for such violation and take such action as may be necessary to prevent the violation of these Regulations, including obtaining a court injunction to discontinue the transfer, sale, or negotiations for sale of illegal lots or parcels; or any action authorized herein.

SECTION 1006 APPEALS

Any person aggrieved by a decision of the Planning and Zoning Commission or the Town Engineer in approving or denying a subdivision under the terms of these Regulations shall have the right to appeal said decision to the Easton Board of Zoning Appeals under the terms and provisions set forth in Chapter 28 (Zoning) of the Code of the Town of Easton.

ARTICLE XI - SUBDIVISION ACTIVITY IN THE CHESAPEAKE BAY CRITICAL AREA

SECTION 1100

(a) All subdivisions of land located in whole or in part in that area of the Town of Easton which is part of the Chesapeake Bay Critical Area shall be subject to the provisions of the Easton Zoning Ordinance relating to the Critical Area Overlay Zone as well as to the provisions of these regulations. Where the provisions of the Zoning Ordinance relating to the Critical Area Overlay Zone conflict with the provisions of these Subdivision Regulations, the provision of the Critical Area Overlay Zone shall apply.

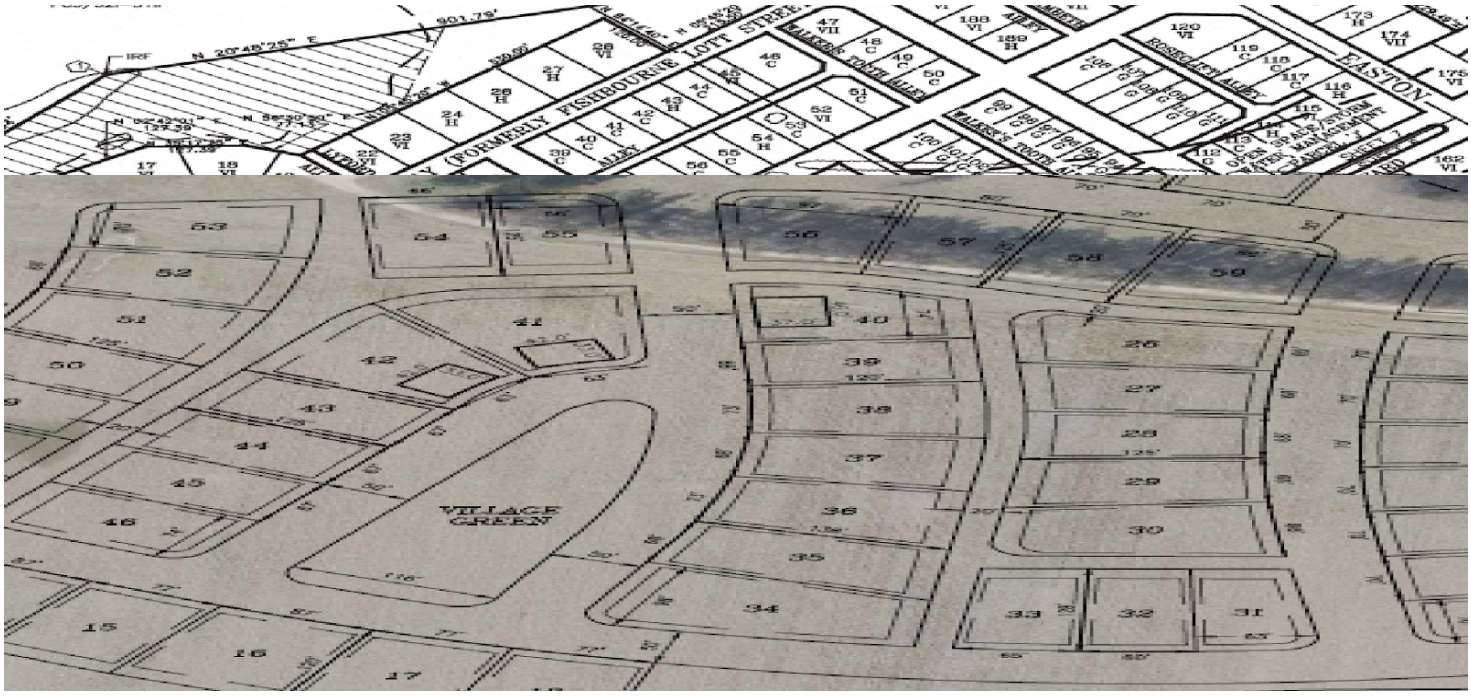
(b) No subdivision of any land located in whole or in part in that area of the Town of Easton which is part of the Chesapeake Bay Critical Area shall be permitted unless and until the Planning and Zoning Commission makes the following written findings with regard to the subdivision:

(1) The development or development activities have been designed in such a manner as to minimize adverse impacts on water quality that result from pollutants that are discharged from structures or conveyances or that have runoff from surrounding lands; and

(2) That the development or development activities have been planned in such a fashion as to conserve fish, wildlife and plant habitat.

TOWN OF EASTON

SUBDIVISION REGULATIONS



January 19, 2023

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ARTICLE I – INTRODUCTION

SECTION 100 PURPOSE

The purpose of these Regulations is to regulate and control the division of land within the corporate limits of the Town of Easton, in order to promote the public health, safety, morals and general welfare of the citizens of the Town of Easton.

SECTION 101 INTENT

It is the general intent of these Regulations to regulate the division of a land as to:

(a) Assure sites suitable for building purposes and human habitation, and to provide for the harmonious development of the Town of Easton in accordance with the Comprehensive Development Plan and the Zoning Ordinance;

(b) Implement the development goals and objectives and design characteristics specified in the Town of Easton Comprehensive Plan;

(c) Coordinate streets within the subdivisions with other existing, planned, or recorded streets or with any street plan adopted or approved by the Town of Easton;

(d) Insure adequate open space for recreation, light and air;

(e) Further the orderly and appropriate development of land with a variety of design concepts;

(f) Regulate the flow of traffic;

(g) Facilitate adequate provisions for transportation, water, sewerage, schools, parks and other public facilities;

(h) Establish minimum standards, and to provide for the necessary administrative procedures to implement these regulations;

(i) Insure proper legal descriptions and monumenting of subdivided land and to aid Town and County officials in securing adequate records of land title.

SECTION 102 INTERPRETATION AND APPLICATION OF REGULATIONS

The provisions of these Regulations shall be held to be minimum requirements to meet the stated purpose and intent of these Regulations. Whenever the Regulations are at variance with the requirements of any other laws, rules, regulations, ordinances, deed restrictions, or covenants, the most restrictive or that imposing the higher standards, shall govern.

ARTICLE II – DEFINITIONS

SECTION 200 GENERAL

For the purpose of these Regulations, words and terms used herein shall be interpreted as follows:

(a) Words used in the present tense include the future;

(b) The singular includes the plural; the plural includes the singular;

(c) The word "person" includes a corporation, institution, partnership and association as well as the individual;

(d) The word "lot" includes the word "tract" or "parcel;"

(e) The word "Commission" and the words "Planning and Zoning Commission" mean the Town of Easton Planning and Zoning Commission;

(f) The word "Council" means the Town Council of Easton;

(g) The words "Town Engineer" mean the officially appointed Town Engineer of Easton or his/her designated representative;

(h) The words "Town Clerk" mean the officially appointed Town Clerk of Easton or his/her designated representative.

(i) The words "Town Planner" shall mean the designee of the Town Manager charged with the responsibility for administering the Town's Planning and Zoning programs, or his/her their designee.

(j) The word "shall" is mandatory; the word "may" is permissive;

SECTION 201 SPECIFIC

(a) ALLEY: A public right-of-way affording a secondary means of vehicular access to the rear or sides of the lot.

(b) APPLICANT: Any person who submits to the Planning and Zoning Commission subdivision plans for the purpose of obtaining approval thereof.

(c) APPLICATION FEE: Fee collected on a per lot basis, collected at the time of Preliminary Plat submittal; established by resolution of the Easton Town Council.

(d) AVERAGE DAILY TRAFFIC (ADT): Average Daily Traffic is the total volume during a given time period (in whole days greater than one day and less then one year) divided by the number of days in that time period. For new residential streets and driveways, the expected ADT is determined by using the Trip Generation Rate table found in Section 702 (d).

(e) BLOCK: An area of land containing one or more lots and bounded by streets providing access to such lot or lots. Block boundaries may also include a railroad right-of-way, unsubdivided acreage, river, live stream or any other barrier to the continuity of development.

(f) BUILDING: Any structure which is designed built or occupied as a shelter or enclosure of persons, animals, or chattels including any tent, cabin, trailer, or mobile home.

(g) BUILDING ENVELOPE: The area of a lot in which the principle building shall be located. The building envelope is formed by the setback requirements of the applicable zoning district for the subject property.

(h) CUL-DE-SAC (COURT): A street having one end open to traffic and having the other end permanently terminated by a vehicle turnaround space.

(i) CURB: A raised edge along the side of a street or roadway, the rear of which defines its lateral boundary, ending with the face of the curb.

(j) CURB CUT: An opening in the curb created to allow a driveway or a right of way to enter from the street.

(k) DEDICATION: The deliberate setting aside or appropriation of land by its owner for any general and public uses, reserving to himself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted.

(l) DEVELOPER: Any individual, partnership, public agency or corporation (or agent therefore) that undertakes the responsibility for any or all of the activities covered by these Regulations, particularly the preparation of the subdivision plat and improvement plans showing the layout of the land and the public improvements involved therein. Inasmuch as the subdivision plat is merely a necessary means to the end of assuring a satisfactory development, the term "developer" is intended to include the term "subdivider" even though the personnel involved in successive stages of the project may vary.

(m) DRIVEWAY: A driveway is a private minor vehicular access way between a street and a parking area within a lot or property.

(n) EASEMENT: A right granted for the purpose of limited private, public, or quasi-public use over, across, or, or under private land.

(o) IMPROVEMENTS: Those physical additions, installations and changes, such as streets, curbs, sidewalks, water mains, sewers, drainage facilities, public utilities, and other appropriate items required to render land suitable for the use proposed.

(p) IMPROVEMENT PLANS: Construction plans of the required improvements submitted upon approval of a Preliminary Plat.

(q) LOT: A piece or parcel of land occupied or intended to be occupied by a principal building or use or group of buildings and accessory buildings and uses, including all open spaces and yards required by the Zoning Ordinance and having access to a street, and legally recorded in the Land Records of Talbot County.

(r) LOT LINE REVISION: An adjustment or revision of a line, line of record, or lines on a recorded plat which does not require any improvements or create any new lots or parcels.

(s) PARKING: ON-LOT. The number of parking spaces required by the Town of Easton's Zoning Ordinance to be provided off-street. These spaces are intended to serve the normal daily parking needs of the dwelling unit occupants.

(t) PLAT REVIEW FEE: Review fee paid as prescribed in the Official Town of Easton Schedule of Fees established by resolution of the Easton Town Council.

(u) PUBLIC WORKS AGREEMENT: A contract, between the developer and the Town, to complete the necessary improvements in accordance with approved plans and specifications by a given date; such contract to be guaranteed by an approved surety bond or performance bond, a certified check, cash, irrevocable letter of credit or such other security as the Town deems appropriate.

(v) RESUBDIVISION: The revision of any plat of record for any purpose.

(w) RIGHT-OF-WAY: A strip of land taken or dedicated for use as a public way. In addition to the roadway, rights-of-way normally incorporate curbs, parkways, sidewalks, alleys, lighting, and drainage facilities.

(x) SETBACK: A line beyond which no building or structure is permitted to extend. All setbacks extend from property line to property line.

(y) STREET: A public way which provides a means of access to abutting property. The term shall include road, street, avenue, drive, circle, highway, or similar term.

(z) STREETS CLASSIFICATION MAP: A map, adopted by resolution of the Easton Town Council, classifying existing streets within the Town of Easton.

(aa) STREET LINE: The line dividing a street from a lot.

(bb) STRUCTURE: Anything constructed or erected with a fixed location on the ground, or anything attached to something having a fixed location on the ground. Structures may include, but are not limited to, buildings, mobile homes, walls, billboards, poster panel and fences in excess of forty-eight (48) inches in height.

(cc) SUBDIVISION: (1) The division of a single lot, tract, or parcel of land or part thereof into two (2) or more lots, tracts, or parcels of land for the purpose, whether immediate or future, of transfer of ownership or of building development; except, for purposes of these Regulations, the transfer or sale of land between owners of adjoining properties which does not involve the creation of any new buildable lots shall not constitute a subdivision. (2) The term "subdivision" includes "resubdivision" and when appropriate to the context shall relate to the process of subdividing or to the land subdivided.

(dd) SUBDIVISION, MINOR: The division of a single lot, tract or parcel of land into four (4) or fewer lots, tracts, or parcels of land for the purpose, whether immediate or future, of transfer of ownership or of building development. Provided the proposed lots, tracts, or parcels of land thereby created have frontage on an improved street or streets, and provided that there is not created by the subdivision any new street or streets.

ARTICLE III - CONTROL AND PENALTIES

SECTION 300 SUBDIVISION CONTROL

No land in a subdivision created after the adoption of these Regulations shall be transferred or sold until the Final Plat of such subdivision has been recorded in accordance with these Regulations and until the improvements required in connection with the subdivision have either been constructed or guaranteed as hereinafter provided. After approval of a Preliminary Plat shall have been obtained, an applicant may offer such land for sale provided that the contract of sale shall be conditioned upon the approval and recordation of the final plat and that this condition is stated upon the contract of sale.

SECTION 301 BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY

No building permit shall be issued for any lot within a subdivision until such time as the final plat of such subdivision has been recorded. No certificate of occupancy for any structure on a lot in a subdivision shall be issued until such time as the required improvements have been completed to an extent satisfactory to the Town Engineer.

SECTION 302 PLAT APPROVAL REQUIRED

No final plat of any subdivision shall be recorded until it has been approved by the Town Engineer and the Planning and Zoning Commission as provided herein. The plat shall not be approved unless it satisfies the requirements of these Regulations.

SECTION 303 PENALTIES FOR VIOLATION

Violations by a landowner or his agent of the provisions of Section 300 of these regulations or requirements and restrictions imposed by the Planning and Zoning Commission as conditions for approval of a subdivision plat shall constitute a misdemeanor. Upon conviction thereof, the offender shall be subject to a fine not to exceed $1,000.00 or to imprisonment for a period of thirty days, or both, at the discretion of any Court of competent jurisdiction.

Any conveyance of a lot or parcel of land in violation of the provisions of these regulations shall be violable at the option of the purchaser.

SECTION 304 TIMING OF PAYMENT OF REQUIRED FEES AND CHARGES

In order to ensure that new development pays for the impacts associated with said development, there are a number of fees which the Town assesses to recoup said costs. These fees and the point at which they are payable are specified in the following table:

Town of Easton Development-related Fees	
Fee	When Payable*
Plat Review Fees	With submission of the corresponding type of plat
Capital Charges (Easton Utilities)	Prior to Recordation of the Plat
Any approved Fees-in-Lieu Payments	Prior to Recordation of the Plat
Impact Fees	With Building Permit Submission

*- Unless otherwise provided through the Town Approved Schedule of Fees

ARTICLE IV - PROCEDURES AND REQUIREMENTS

SECTION 400 SKETCH PLAT PURPOSE

(a) The purpose of the sketch plat is to provide the applicant with an opportunity to resolve problems early in the proceedings and to make necessary modifications and revisions prior to incurring the expense of preparing a Development and final plat. The Sketch plat also allows an opportunity for other parties to comment on the subdivision. A sketch plan shall show those areas, which are best suited for development on the site. This includes delineation of areas not suitable for development such as floodways delineated on the FEMA Floodway maps; areas of high value forest cover; areas of non-tidal wetlands; areas located within the Chesapeake Bay Critical area buffer and any other areas not developable due to natural site conditions.

(b) The determination of street classification according to Section 702 shall be determined during the sketch plan review.

SECTION 401 SKETCH PLAT PROCEDURES

(a) Applicant prepares sketch plan and application and submits three (3) copies of the sketch plan, one digital file, the application and plat review fee (See Section 1002) to the Town Planner;

(b) The Town Planner shall check the submission and;

(1) if the submission is incomplete, return the submission to the applicant and/or indicate to the applicant the deficiencies therein.

(2) if the submission is complete, accept the sketch plan and application;

(3) schedule the application for review on the next available meeting of the Easton Development Staff Review Committee and distribute copies to ESDR staff; and

(4) deposit fees with the Town Finance Officer; and

(c) When the Town Planner has determined that the sketch plat is ready to proceed beyond the ESDR, they shall publish notice at least seven (7) days in advance for a public hearing to be held at the next scheduled Planning Commission's meeting and post notice of such hearing on the property. Notification of adjacent and nearby property owners shall be provided in accordance with the requirements of the Town of Easton Zoning Ordinance. Applicant shall provide five (5) copies of the plat as presented or revised as a result of ESDR review.

(d) The Town Planner shall, within a reasonable time:

(1) review the applicant's submission;
(2) review reports by the Town Engineer, and Easton Utilities;
(3) facilitate review of the submission via the Easton Staff Development Review process.
(4) prepare staff report and forward said report to the Planning Commission for their consideration,

(e) The Planning and Zoning Commission shall;

(1) hold a public hearing to receive public comment on the proposed subdivision.
(2) evaluate the applicant's submission, presentation, discussion with the applicant, and agency reports;
(3) determine whether the sketch plan meets the objectives and requirements of these Regulations and other regulations, ordinances and plans of the Town;
(4) inform the applicant of their decision, including required changes in the sketch plan.

(f) The Planning and Zoning Commission shall not approve a sketch subdivision plan unless they determine that the proposed subdivision satisfies each of the following requirements. Failure to satisfy any single requirement shall be just cause to deny a subdivision application, even if all others are satisfied. For each subdivision, the Planning Commission shall make findings that:

(1) The proposed subdivision provides against such scattered or premature subdivision of land as would involve danger or injury to health, safety, or prosperity by reason of the lack of water supply, drainage, transportation, schools, fire protection, or other public services, or necessitate the excessive expenditure of public funds for the supply of such services;

(2) The proposed subdivision provides for harmonious development of the municipality and its environs;

(3) The proposed subdivision requires the proper arrangement and coordination of streets within subdivisions in relation to other existing or planned streets;

(4) The proposed subdivision provides for open spaces of adequate proportions (or satisfies this requirement by other acceptable means, when and as specified herein);

(5) The proposed subdivision provides suitably located streets of sufficient width to accommodate existing and prospective traffic and afford adequate light, air, and access for fire fighting apparatus and equipment to buildings, and is coordinated so as to compose a convenient system;

(6) The proposed subdivision provides parks of reasonable size for neighborhood playgrounds or other recreational uses on land suitable for such uses (or satisfies this requirement by other acceptable means) in accordance with the standards of Section 708 of these Regulations;

(7) The land indicated on the plats submitted to the Planning Commission is of such character that it can be used for building purposes without danger to public health, safety, or general welfare;

(8) The proposed subdivision prescribes minimum areas of lots in conformance with the Town's Zoning Ordinance and such additional areas as may be needed for each lot for on-site sanitary facilities (if needed);

(10) The proposed subdivision promotes the orderly growth of the Town of Easton, providing for public and other open space and for proper development of land while preventing, through the Commission's discretion, such scattered, premature and undesirable subdivision and development of land as would involve danger, or injury to health, safety or property, by reason of lack of water supply, sewage, drainage, transportation, or other public services or would necessitate in the Commission's judgment an excessive expenditure of public funds for the supply of such services, or would be injurious to maintenance of the integrity of the adopted Town Comprehensive Plan;

(11) The proposed subdivision satisfies all technical requirements of these Regulations; and

(12) The proposed subdivision meets all design requirements of the Town of Easton, including those described in the Town's Comprehensive Plan, Zoning Code, and any Design Guidelines as may be adopted by the Town Council.

The Planning Commission may approve a sketch subdivision plat subject to conditions intended to insure compliance with these requirements.

SECTION 402 SKETCH PLAN REQUIREMENTS

Data furnished in the sketch plan shall include the following information:

(a) name of the subdivision;
(b) name and address of the owner;
(c) tract boundaries;
(d) north point and date;
(e) streets on and adjacent to the tract;
(f) significant topographical and physical features;
(g) proposed general street layout indicating street classification;
(h) proposed general lot layout;

(i) delineation of Chesapeake Bay Critical Area, nontidal wetlands and FEMA Floodplain;
(j) Stormwater Management sketch plan as specified in the Town of Easton Stormwater Management Ordinance (Chapter 6A of the Town Code);
(k) Forest Stand Delineation as per Town of Easton Forest Conservation Ordinance;
(l) where the subdivision plat covers only a portion of the owner's holdings, the sketch shall be submitted of the prospective street layout for the remainder of the tract;
(m) physical features within 500' of the subdivision boundary and any other features which may affect the layout and design of the subdivision;
(n) proposed phase lines, if applicable.
(o) “sketch or “concept” landscape plan as per the Zoning Regulations. Sketch Landscape Plan must be on a separate sheet.

SECTION 403 PRELIMINARY SUBDIVISION PLAT PURPOSE

(a) The purpose of the Preliminary Plat is to facilitate review and obtain conditional approval of the proposed subdivision in a detail such that the improvements can be designed and constructed.

(b) A Preliminary Plat and all information and procedures relating to shall in all respects be in compliance with the provisions of these Regulations.

(c) The approval of the Preliminary Plat shall constitute conditional approval of the subdivision but shall not constitute approval of the final plat.

SECTION 404 PRELIMINARY PLAT PROCEDURES

(a) After receiving approval of the sketch plan the applicant prepares Preliminary Plat and application; and submits five (5) blue or black line copies of the Preliminary Plat, an application and appropriate fees (See Section 1002) to the Town Planner;

(b) The Town Planner shall check the submission; and (1) if the submission is incomplete, return the submission to the applicant and/or indicate to the applicant the deficiencies therein; or (2) if the submission is complete, accept the Preliminary Plat, applicant form and fees.

(c) The Town Planner shall distribute copies of the Preliminary Plat and application to:

(1) Town Engineer
(2) Easton Utilities Commission
(3) Any other utility company serving the subdivision
(4) Maryland Department of Transportation (if appropriate)
(5) Talbot County Health Department

(d) The Town Planner shall, within a reasonable time:

(1) review the applicant's submission;
(2) review reports by the Town Engineer, Talbot County Health Department, Easton Utilities Commission Staff, and any other agency that may comment;
(3) determine whether the Preliminary Plat is in accordance with the approved sketch plat, meets objectives and requirements of these Regulations and other regulations, ordinances, and plans of the Town;
(4) inform the applicant in writing of required changes if necessary in the Preliminary Plat.

(e) As applicable, the submission will also be examined by the staff for conformity with the Town of Easton Critical Area Local Program, the requirements of the Zoning Ordinance and Subdivision Regulations of the Town and the recommendations of any authorized Federal, State and County agencies.

(f) After the applicant has received approval of the Preliminary Plat, the Town Planner shall review the plat to see that they are as approved and facilitate electronic signature by all required parties Submittal of improvement plans shall include a copy of the approved Preliminary Plat.

SECTION 405 PRELIMINARY PLAT REQUIREMENTS

The Preliminary Plat shall meet the following standards and show or be accompanied by the following information:

(a) Drafting Standards
(1) The plat shall be scaled to fit sheets no larger than twenty-four (24) by thirty-six (36) inches unless otherwise permitted.
(2) Dimensions shall be in feet and decimals to the nearest hundredth of a foot and the bearings in degrees, minutes, and seconds.
(3) Each sheet shall be numbered and shall show its relationship to the total number of sheets.
(4) Where any revision is made, or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned and solid lines to show the presently proposed features.
(5) The boundary line of the subdivision shall be shown as a solid heavy line.

(b) General Information
(1) Name of the subdivision.
(2) Name and address of the owner(s).
(3) Name, address, and seal of the surveyor responsible for the plat.
(4) Present zoning classification.
(5) Date, meridian, scale, and direction of all lines by bearings and distances.
(6) A location map for the purpose of locating the site to be subdivided showing the relation of the tract to adjoining property and streets.

(c) Existing Features

(1) Complete Boundary survey of the property to be subdivided, showing all bearings, distances, area, and tie-ins to all adjacent street lines and adjacent Town Boundary lines.

(2) The location, names, and widths of streets, the location of property lines and names of adjacent owners, the location of water courses and other natural features within two hundred (200) feet of any part of the land to be subdivided.

(3) Location of all existing markers and monuments.

(4) Location, size, purpose, and ownership of all underground utilities and rights-of-way and/or easements within the property.

(5) Topography with contours on one (1) foot intervals, the location of existing buildings, the outline of all wooded areas, marshy areas, and areas subject to flooding.

(6) Forest Conservation Plan with worksheets shall be submitted on a separate sheet drawn to the same scale as the subdivision plat.

(7) Landscaping Plan in accordance with the provisions of LANDSCAPING AND BUFFERING Section of the Zoning Ordinance. Landscaping plans must be on a separate sheet. Native plants shall be used. Applicants should refer to the Talbot County Buffer Management Plan Guidelines & Plant List.

(d) Proposed Layout

(1) Lot layout, including bearings, distances, and area and numbering of lots under such system as the Commission may designate.

(2) The names, classification,, and widths of all proposed streets and alleys, in accordance with these Regulations and the Street Naming and Addressing Manual.

(3) Sufficient data to readily determine the location, bearing and length of every street, lot, and boundary line. Data shall include total distances of all such street lines, tangent lengths and central angles for each total street curve and central angles for each lot corner around a cul-de-sac.

(4) The building setback lines.

(5) Accurate location of all monuments, markers and reference points.

(6) The location, width, and purpose of all easements or rights-of-way and the boundaries by bearings and distances.

(7) Land offered for dedication for parks, schools, and widening of streets, or other community uses.

(8) When the subdivision is to be developed in two or more phases, the lines delineating such phases shall be shown.

(e) The words "PRELIMINARY PLAT - NOT TO BE RECORDED," shall be shown on the plat.

(f) For proposed subdivision located in the Critical Area Overlay District, the following additional information will be shown on the Preliminary Plat as applicable:

(1) Critical Area and Buffer boundaries.
(2) Location and area of all soils exhibiting the following characteristics as determined by the Soil Survey:

a. Septic Limitations, if applicable.
b. Wet soils.
c. Hydric Soils and soils with hydric properties, and
e. Highly erodible soils (soils on slope greater then 15 percent or soils on slope greater than 5 percent with "K" values greater than 0.35)

(3) Location of all forested area located on the site;
(4) Location of tidal and non-tidal wetlands on the site;
(5) Known locations of the habitat of any threatened or endangered species or species in need of conservation on or adjacent to the site, or within 1/4 mile of the site in the case of bald eagle habitats;
(6) Locations of plant and wildlife habitat as described in the Towns Critical Area Program;
(7) Location of anadromous fish spawning streams(s) on or adjacent to the site and a delineation of the watershed area of the stream on the site;
(8) In conjunction with submission of the Preliminary Plat, the applicant shall submit an Environmental Assessment prepared by a qualified person. The Environmental Assessment shall provide a coherent statement of the manner in which the proposed development addresses the goals and objectives of the Town of Easton's Chesapeake Bay Critical Area Local Program. At a minimum, the Environmental Assessment shall include:

a. a statement of existing conditions found upon the property to be subdivided, including the amount and types of forest cover, the amount and type of wetlands, soil types, topography and, where applicable, a description of existing agricultural activities upon the parcel;

b. a description of the proposed development, including number and type of residential units, amount of impervious surfaces, proposed sewer treatment and water supply, acreage devoted to development, proposed open space and habitat protection areas;

c. a description of all of the proposed development impacts upon water quality, Habitat Protection Areas, and when applicable, wetlands; and

d. adequate documentation of all correspondence and findings.

The Town Planner shall not approve a Preliminary subdivision application until such time as it finds that the application complies with the requirements of the Town of Easton's Chesapeake Bay Critical Area Program and the provisions of the Easton Zoning Ordinance specifically relating to the Critical Area Overlay Zone.

SECTION 406 IMPROVEMENT PLANS

(a) If required, upon approval of a Preliminary Plat the applicant shall submit two (2) paper sets of the Improvement plans to the Town Planner. The improvement plans shall include a copy of the approved Preliminary Plat and shall address all those improvements required in SECTION 601 herein.

(b) The Town Planner shall review the submittal and if complete he shall forward the plans to the Town Engineer and Easton Utilities' Manager of Engineering for their review.

(c) The Town Engineer shall review the Improvement plans and submit written comments to the Town Planner who will forward the comments on to the applicant.

(d) Once the Improvement Plans have been approved by the Town Engineer and Easton Utilities, the applicant shall submit one complete digital set of the approved improvement plans to the Town Planner. The Town Planner will have the Town Engineer and Easton Utilities' Manager of Engineering electronically sign the plans

(e) Upon approval of the improvement plans the Final plat can be submitted.

(f) Approval of Improvement plans expires after three (3) years from the date signed by the Town Engineer unless work has begun and diligently pursued; or the Town Engineer elects to extend the approval.

SECTION 407 FINAL PLAT PURPOSE

(a) The purpose of the final plat is to establish a public record of the property as it will become a part of the land records of Talbot County after final approval by the Planning and Zoning Commission.

(b) A final plat shall be submitted conforming to the changes recommended during the Preliminary Plat procedure. The final plat and all information and procedures relating thereto shall in all respects be in compliance with the provisions of these Regulations. Development and final plat procedures may be executed simultaneously.

SECTION 408 FINAL PLAT PROCEDURES

(a) Applicant shall submit to the Town Planner (not more than three years after receiving approval of the Preliminary Plat):

(1) subdivision application;
(2) three (3) black line copies;
(3) appropriate fee (See Section 1002).

(b) The Town Planner shall check the submission and:

(1) if the submission is incomplete, return the submission to the applicant and/or indicate to the applicant the deficiencies therein;
(2) if the submission is complete, accept the final plat, application form and additional fees, if any.

(c) The Town Planner shall distribute copies of the final plat and application to the following agencies for review & comments:

(1) Town Engineer
(2) Easton Utilities Commission (Survey Division)
(3) Talbot County Health Department Office of Environmental Health.

(d) Upon receipt of comments the Town Planner shall within a reasonable time:

(1) Evaluate plat to determine whether plat is in conformance with approved Preliminary Plat,

(2) Determine whether the final plat meets the objectives and requirements of these Regulations and other regulations, ordinances and plans of the Town,

(3) Once it is determined that the plat is ready for recordation the Town Planner shall request the applicant to submit four (4) reproducible film copies and five (5) black line paper copies with original signatures.

(4) Upon the receipt of the signed plats the Town Planner shall obtain the signature of the Chair of the Town of Easton Planning and Zoning Commission.

SECTION 409 FINAL PLAT REQUIREMENTS

The final plat shall meet the following standards and show the following information:

(a) Drafting Standards

(1) The size of the sheet and scale shall be in accordance with the requirements of the Clerk of the Circuit Court of Talbot County.

(2) The plat shall be drawn using black ink on transparent mylar (or linen) or black–line photo process comparable to original quality that will conform to archival standards.

(3) A space or recording block shall be provided of not less than three (3) inches by four (4) inches located three inches from the top right corner of all pages of a final plat to accommodate the County Clerk's recording information and seal.

(4) Dimensions shall be in feet and decimals to the nearest hundredth of a foot, and the bearings in degrees, minutes and seconds.

(5) Each sheet shall be numbered and shall show its relationship to the total number of sheets.

(6) Where any revision is made, or when the plat is a revision of a previously approved plat, dotted lines shall be used to show features or locations to be abandoned and solid lines to show the presently proposed features.

(7) The boundary line of the subdivision shall be shown as a solid heavy line.

(b) General Information

(1) Name of subdivision.

(2) Name and address of the owner(s).

(3) Name and address of the surveyor responsible for the plat.

(4) Present zoning classification.

(5) Date, meridian, scale, and direction of all lines by bearing and distances.

(6) A location map for the purpose of locating the site to be subdivided showing the relation of the tract to adjoining property and to streets.

(7) Tax Map, grid and parcel number of the parcel to be subdivided.

(c) Existing features

(1) Complete boundary survey of the property to be subdivided, showing all bearings, distances, area, and tie-ins to and all adjacent street lines and adjacent Town Boundary lines.

(2) The location, names, and widths of streets, the location of property lines and names of adjacent owners, the location of water courses, and other natural features where they constitute property boundaries.

(3) Location of all existing markers and monuments.

(4) Location, size, purpose and ownership of any rights-of-way and/or easements within the property.

(d) Proposed Layout

(1) A complete survey of the subdivision including street and lot layout, showing bearings, distances, area, and numbering of lots under such system as the Commission may designate.

(2) The names and widths of all proposed streets and alleys.

(3) Sufficient data to readily determine the location, bearing and length of every street, lot, and boundary line. Data shall include total distances of all such street lines, tangent lengths and central angles for each total street curve and central angles for each lot corner around a cul-de-sac.

(4) The building setback lines.

(5) Accurate location of all monuments, markers and reference points.

(6) The location, width, and purpose of all easements or rights-of-way and the boundaries by bearings and distances.

(7) Land offered for dedication for parks, schools, widening of streets, or other community uses.

(e) Acknowledgements and Formal Notations

(1) The following notations shall appear on all Final Plats and be certified by the subdivision owner(s):

a. ALL STREETS AND STREET WIDENINGS, PARKS AND OTHER LANDS INTENDED FOR PUBLIC USE ARE RESERVED BY THE OWNER FOR FUTURE CONVEYANCE TO THE TOWN OF EASTON.

b. ALL EASEMENTS SHOWN ARE HEREBY DEDICATED TO THE TOWN OF EASTON (UNLESS OTHERWISE NOTED) FOR PUBLIC USE.

c. THE PLANNING AND ZONING COMMISSION MAY WAIVE OR TERMINATE, UPON RESUBDIVISION, SUCH UTILITY EASEMENT WHICH HAS NOT BEEN
ACCEPTED BY USE THEREOF. UPON RECEIVING APPROVAL FROM THE TOWN ENGINEER.

d. PLANS FOR COMMUNITY WATER SUPPLY AND COMMUNITY SEWERAGE SYSTEMS OF THIS SUBDIVISION HAVE BEEN APPROVED BY MARYLAND DEPARTMENT OF ENVIRONMENT AND WILL BE AVAILABLE TO ALL LOTS OFFERED FOR SALE.

e. WE, THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON, HEREBY ADOPT THIS PLAN OF SUBDIVISION.

f. THE RECORDING OF THIS PLAT DOES NOT CONSTITUTE OR IMPLY ACCEPTANCE BY THE TOWN OF EASTON OF ANY STREET, EASEMENT, PARK, OPEN SPACE OR OTHER PUBLIC AREA SHOWN ON THIS PLAT.

g. THIS PLAT MAY EXPIRE IN ACCORDANCE WITH THE PROVISIONS OF THE TOWN OF EASTON SUBDIVISION REGULATIONS, SECTION 414.

h. THE RECORDING OF THIS PLAT DOES NOT GUARANTEE THE INSTALLATION OF STREETS OR UTILITIES BY THE TOWN OF EASTON.

i. ANY FOREST CONSERVATION EASEMENT OR BUFFER EASEMENT SHOWN HEREON IS SUBJECT TO PROTECTIVE COVENANTS WHICH MAY BE FOUND IN THE LAND RECORDS OF TALBOT COUNTY AND WHICH RESTRICT DISTURBANCE AND USE OF SUCH AREAS.

(2) The following notation shall appear on all final plats and be certified by the County Health Officer:

THIS SUBDIVISION IS APPROVED FOR COMMUNITY WATER SUPPLY AND COMMUNITY SEWAGE AND THEIR USE IS IN ACCORDANCE WITH TALBOT COUNTY COMPREHENSIVE WATER AND SEWERAGE PLAN AND MDE REGULATION 26.04.03.

(3) Other notations shall appear on all final plats:

BUILDING PERMITS SHALL BE ISSUED ONLY IF SUFFICIENT CAPACITY IS AVAILABLE IN THE COMMUNITY WATER SUPPLY SYSTEM, SEWERAGE SYSTEM, AND SOLID WASTE ACCEPTANCE FACILITY SERVING THE SUBDIVISION.

LAND SHOWN UPON THIS PLAT MAY CONTAIN NON-TIDAL WETLANDS REGULATED UNDER COMAR 08.0504; THE FEDERAL WATER POLLUTION ACT SECTION 404; OR THE RIVERS HARBOR ACT

SECTION 10. DEVELOPMENT AND CONSTRUCTION WITHIN WETLANDS ARE SUBJECT TO FEDERAL AND STATE REGULATIONS AND MAY BE PROHIBITED OR RESTRICTED BY SUCH REGULATIONS.

(f) Signatures

The following signatures shall be placed directly on the plat in black ink:

(1) The owner or owners of the land. If the owner of the land is a corporation, the signatures of the duly authorized officers of the corporation shall appear.

(2) Acknowledgement of owner's signature.

(3) The licensed surveyor who prepared the plat.

(4) Talbot County Health Officer.

(5) Chairman of Planning and Zoning Commission.

(6) The Town Planner.

(g) Seals

(1) The seal of the licensed surveyor responsible for the plat.

(2) The corporation seal, if the applicant is a corporation.

(3) Notary signature and seal.

(h) Additional requirements for final plats for subdivisions located in the Critical Area Overlay Zone.

In addition to the requirements set forth in this section, the following additional information must be provided upon any final plat involving land located within the Critical Area Overlay Zone of the Town:

(1) Location of Critical Area Overlay Zone and Buffer boundaries;

(2) Location of any non-tidal wetlands and location of buffer areas around each wetland;

(3) Location of any other Habitat Protection Area; and

(4) Designation of any area designed to remain in open space or under forest cover.

(i)Notes regarding Requirements for Forest Conservation, if required, must be included.

SECTION 410 FINAL PLAT - RECORDING PROCEDURES

(a) At such time as the Planning Commission has approved the final plat and the required improvements have been constructed or guaranteed in accordance with Articles V, VI, and VII of these Regulations and any outstanding fees and/or capital charges have been paid, the Town Planner shall record the plat, and distribute copies as follows:

(1) The Clerk of the Circuit Court - two (2) reproducible film copies for the purpose of recording among the Land Records of Talbot County.

(2) The applicant - one (1) reproducible film copy for the applicant's future use.

(3) Town Office - two (2) copies.

(4) Maryland Department of Assessment and Taxation - one (1) copy.

(5) Easton Utilities Commission - one (1) reproducible film copy.

(b) Failure on the part of the owner or subdivider to construct or guarantee the construction of the required improvements within three (3) years from the date of approval of the final plat may, at the discretion of the Commission, cancel and make void its previous approval.

SECTION 411 EFFECT OF RECORDING FINAL PLAT

(a) Easements, and other public improvements shown on the final plat to be recorded shall be offered for dedication to the Town by formal notation thereof on the plat, or the owner must note on the plat those improvements which have not been offered for dedication to the Town.

(b) Recording of the final plat shall not be deemed to constitute or effect an acceptance by the Town of the dedication.

SECTION 412 MINOR SUBDIVISIONS

Minor subdivisions, lot line revisions or boundary adjustments shall be submitted in final plat form as per the requirements of Section 408 hereof. Lot line revisions and/or boundary adjustments need only show the lots affected by the change and shall refer to

the subdivision being amended. A copy of a new deed must be recorded so that no remnant is created.

Applications shall be submitted to the Town Planner who will route the plat to the appropriate agencies for review and comments. Upon the finding of the staff that the plat is in compliance with these regulations and the payment of the appropriate fees the Town Planner shall present the plat to the Chairman of the Planning & Zoning Commission who shall be authorized to sign the plat. Should the Chairman AND Town Engineer feel it necessary for review of the entire Commission he may have it placed on the agenda of their next meeting.

SECTION 413 COMBINATION OF LOTS IN COMMON OWNERSHIP

Construction across lot lines of two (2) or more lots in common ownership shall be permitted pending the approval of the Town Planner and Town Engineer. If approved, said lots shall be considered one parcel until such time as the structures are removed/demolished.

SECTION 414 SUBDIVISION PLAT APPROVAL EXPIRATIONS

The various plats involved in the subdivision approval process shall be deemed to be valid upon their approval for the period of time specified below. Expired plats shall be of no effect and applicants must begin the review process over again for any property that had an approved plat which expired. Approvals may be extended no more than twice by the appropriate approving agency provided that a written request to do so is received prior to the expiration of the plat.

Type of Plat	Approval Expires after:
Sketch Plat	3 years
Development Plat	3 years
Improvement Plans	3 years
Final Plat	3 years (to construct or guarantee the construction of the required improvements)

** - NOTE: Within six (6) months prior to the expiration of an approved plat, an applicant may request an extension of up to one year of said approval.

ARTICLE V – DESIGN REQUIREMENTS

SECTION 500 COMPLIANCE REQUIRED

(a) All subdivisions submitted to the Easton Planning and Zoning Commission for approval shall comply with and will be reviewed against the design elements, policies, and standards as described in the Easton Comprehensive Plan, the following requirements of this Article, and any Design Guidelines that may be adopted by the Town of Easton.

(b) The Planning Commission shall not approve any subdivision found to be not in compliance with the design standards specified herein, unless the standards provide for some measure of relief and said relief is satisfied.

SECTION 501 SUBDIVISION DESIGN REQUIREMENTS

(a) BLOCK STANDARDS

(1) The maximum block length shall be 600 feet. The maximum block length may be increased by the Planning Commission upon a specific determination by the Commission that a longer block is desirable for a specific reason, such as topographic or physiographic characteristics of the land, to accommodate a specific design theme acceptable to the Commission but precluded by shorter blocks, etc.

(2) Lot sizes within blocks shall be mixed to accommodate a variety of house types and sizes.

(b) ALLEYS

(1) Alleys are encouraged as the primary means of access to garages and for services such as trash pick-up.

(2) Alley right-of-way and pavement width shall be as specified in Section 702.5 of these Regulations.

(c) LOTTING PROVISIONS

(1) No protected area or its associated buffer shall be located on any residential building lot. Such areas shall include, without limitation, nontidal wetlands and their associated buffer, Chesapeake Bay Critical Area Buffers, and Forest Conservation Protection Areas. The Planning Commission may modify this provision and allow such

protected areas to be located on individual lots on non-residential building lots.

(2) Landscaping Buffers adjacent to public streets shall be located outside building lots and shall be maintained by a Homeowner's Association or another means acceptable to the Town Engineer.

(3) Stormwater Management features shall be designed as a site amenity. Environmental Site Design (ESD) features are not encouraged on individual lots.

ARTICLE VI - REQUIRED IMPROVEMENTS

SECTION 600 PURPOSE

(a) The purpose of this article is to establish and define the community improvements which will be required to be guaranteed or constructed by the applicant prior to final plat approval.

(b) All construction shall be completed in accordance with specific conditions of the commitment and approved plans and specifications (the improvement plans), and in the manner acceptable to the Town Engineer and the Easton Utilities Commission.

(c) All proposed construction shall be coordinated in design and in construction scheduling with the existing improvements and the requirements or activities of other agencies.

(d) All on-site infrastructure construction such as roadway and utility work shall be performed by The Town of Easton or a contractor that has been pre-approved by the Town Engineer.

SECTION 601 IMPROVEMENTS

(a) The following improvements shall be designed and constructed by the developer in accordance with the standards and service tariffs of the Town of Easton and the Easton Utilities Commission and the approved plans and specifications:

(1) Streets and alleys
(2) Curb and gutter
(3) Sidewalks
(4) Storm water drainage and management systems
(5) Sanitary sewerage system
(6) Water supply system
(7) Landscaping/Screening (in accordance with Landscaping requirements found in of the Town of Easton Zoning Code)
(8) Parks

(b) The following improvements will be provided for by the developer in accordance with the regulations, standards and service tariffs of the Easton Utilities Commission, the Telephone Company, and any other utility companies serving the subdivision, and the approved plans and specifications:

(1) Gas service
(2) Electric service
(3) Telephone service
(4) Cable service

(5) Street lighting
(6) Internet service

(C) Plans for the required improvements shall be prepared, submitted, revised, and approved in accordance with procedures and requirements established by Easton Utilities and the Town Engineer.

(D) Final grades for entire development including building lots and park areas must be shown.

(E) Off-site utility design and construction process shall be as follows:

(1) Utilities shall be designed to the site in Accordance with The STANDARD DETAILS FOR PUBLIC WORKS AND UTILITIES CONSTRUCTION IN THE TOWN OF EASTON and Easton Utilities Service Tariffs.

(2) Upon design completion and approval, Easton Utilities shall publicly bid the construction drawings and with the developers consent, shall award the bid in accordance with the bid procedures of Easton Utilities and the Town of Easton. The contract shall be between Easton Utilities and the contractor. The engineering, inspection, management fees and construction costs shall be borne entirely by the developer.

SECTION 602 INSPECTIONS

All improvements shall be inspected by the Town Engineer or appropriate agencies for compliance with approved plans, prior to final acceptance.

SECTION 603 REPAIR OF DAMAGED IMPROVEMENTS

The developer shall be required to repair damage to roads or streets, storm drainage systems, curb and gutter, sidewalks, utilities, survey markers, and any other required improvements as a result of grading or construction activities by the developer in the subdivision.

ARTICLE VII – STANDARDS

SECTION 700 APPLICATION

(a) The standards outlined herein shall be considered minimum standards for the promotion of the public health, safety, morals and general welfare.

(b) Where literal compliance with the standards herein specified is clearly impractical, the Planning Commission and/or the Town Engineer may modify or adjust the standards to permit reasonable utilization of property while securing substantial conformance with the objectives of these Regulations. The Planning Commission and/or the Town Engineer shall not have the authority to modify any provision of any other ordinance of the Town of Easton.

SECTION 701 GENERAL PROVISIONS

(a) All portions of a tract being subdivided shall be taken up in lots, streets, public lands, or other proposed uses, so that remnants and/or landlocked areas shall not be created.

(b) Where trees, waterways, scenic points, historic spots, graveyards, or other assets and landmarks are located within a proposed subdivision, every possible means shall be provided to preserve and provide access to these features.

(c) Land subject to flooding or property and land deemed to be topographically unsuitable shall not be subdivided or developed for residential occupancy or for such other uses as may endanger health, life, or property, or aggravate erosion or flood hazards until all such hazards have been eliminated or unless adequate safeguards against such hazards are provided by the final plats. Such land within a subdivision shall be set aside on the plat for uses that will not be endangered by periodic or occasional inundation or will not produce unsatisfactory living conditions.

(d) The subdivision shall conform to the Comprehensive Plan and the Zoning Code of the Town of Easton.

(e) The subdivision name approved by the Planning and Zoning Commission and recorded, shall constitute the subdivision's official and only name. No other name may be used unless an approved and amended plat is recorded bearing the revised name.

SECTION 702 STREETS

(a) The purpose of this Section is to establish appropriate standards for the design of streets in subdivisions.

(b) These provisions shall be applicable to the design and construction of all new residential streets. The design of streets in commercial and industrial subdivisions shall

be in accordance with the specifications of the Town of Easton and Easton Utilities Commission Standard Details.

(c) Amendments or additions to subdivisions established prior to the adoption of the street classification system (established July 1993), shall comply with these provisions in so far as possible. The Commission is hereby authorized to modify the provisions of this section as necessary in order to accomplish the purpose established herein.

(d) STREET CLASSIFICATIONS

1) Residential Street: This classification of street should provide the optimum environment for a residential neighborhood and include curb and sidewalks. Homes will front on this class of street.
2) Collector Street: This classification of street may be necessary to carry traffic from one neighborhood to another or from the neighborhood to streets connecting to other streets in the community. This classification of road does not have curbs, does have roadside ditches, and may include sidewalks. This classification of street is unsuitable for providing direct access to homes and such access should be avoided.
3) Commercial Urban Street: This classification of street is typically in a commercial retail subdivision and includes curbs and sidewalks.
4) Commercial Industrial Street: This classification of street is typically in an industrial subdivision with roadside ditches and no curb or sidewalk.

702.1 RESIDENTIAL STREET (e.g., Fir Street, Standish Street)

(a) Street width shall be 36 feet as measured between flowlines of curb and shall accommodate two 10 foot wide travel lanes plus two 8 foot wide parking lanes.

(b) When on-street parking is provided on both sides of the street and the total width is 36 feet, traffic calming shall be provided at intersections. Traffic calming examples include, but are not limited to:
    1. Taper curbs at intersections to provide 28 feet width between flowlines of curbs to eliminate on-street parking near intersections,
    2. Provide medians at legs entering intersection to eliminate on-street parking,
    3. Roundabout

(c) If alleys are proposed, on-street parking may be eliminated and replaced with two 4 foot wide shoulders for a total width of 28 feet between flowlines of curb.

(d) The road width may be reduced to 28 feet with on street parking on one side only in unique situations (e.g., age restricted communities, when alleys are provided, etc.) on a case by case basis if approved by both the Planning Commission and Town Engineer.

702.2 COLLECTOR STREETS (e.g., Fisher Range Road, Seth Drive, Corbin Parkway from Dutchmans to Nancy)

(a) Street width shall be 30 feet and shall accommodate two 11 foot wide travel lanes plus two 4 foot wide gravel shoulders.

(b) Curbs should not be provided along Collector Streets unless required by the Town Engineer.

702.3 ALLEYS

(a) Alley width shall be 16 feet as measured between flowlines of curb.

(b) Mountable curb shall be provided on each side of alleys.

702.4 COMMERCIAL URBAN STREET (e.g. Waterside Village)

(a) Total street width shall be 30 feet as measured between flowlines of curb and shall accommodate two 11 foot wide asphalt travel lanes plus two 4 foot wide shoulders.

702.5 COMMERCIAL SUBURBAN STREET (e.g. Mistletoe Hall Farm, Easton Technology Center)

(a) Total street width shall be 30 feet and accommodate two 12 foot wide asphalt travel lanes plus two 3 foot wide gravel shoulders.

(b) Curbs should not be provided along Commercial Suburban Streets unless required by the Town Engineer.

702.6 CUL-DE-SACS

The Town of Easton finds and determines that the use of cul-de-sacs and dead-end streets is inconsistent with the public policy of preserving an interconnected street system. Cul-de-sacs and dead-end streets do not promote street connectivity, and create

inefficiencies in the distribution of traffic and water as well as inefficiencies and increased municipal expenses in the delivery of public services. In limited situations, cul-de-sacs can be used to avoid disturbing sensitive environmental features. Accordingly, this section restricts the use of cul-de-sacs to appropriate situations and establishes standards for development that utilize cul-de-sac streets.

(a) Applicability

A cul-de-sac is a street, or a system of streets, having only one end open to traffic and the other end being permanently terminated and a vehicular turn-around provided. However, in situations where cul-de-sacs are permitted, they shall comply with this section.

(b) Generally

An applicant seeking to propose cul-de-sacs in their subdivision shall demonstrate that not doing so will produce unnecessary hardship as the result of extreme topographic conditions. For purposes of this section, the following shall be considered "extreme topographic conditions":

(1) Slopes exceeding 20 percent;
(2) Marshes, wetlands, rivers, lakes, streams, or ponds; or
(3) Any environmentally protected area or its associated buffer.
(4) A parcel with confined space.

(c) Right-of-Way and Pavement Design

(1) Cul-de-sacs and dead-end streets shall terminate in circular rights-of-way having a minimum pavement width radius of 45 feet for residential uses and 60 feet for commercial/industrial uses.
(2) In no event shall the cul-de-sac exceed 150 feet in length.

(d) Access Restriction

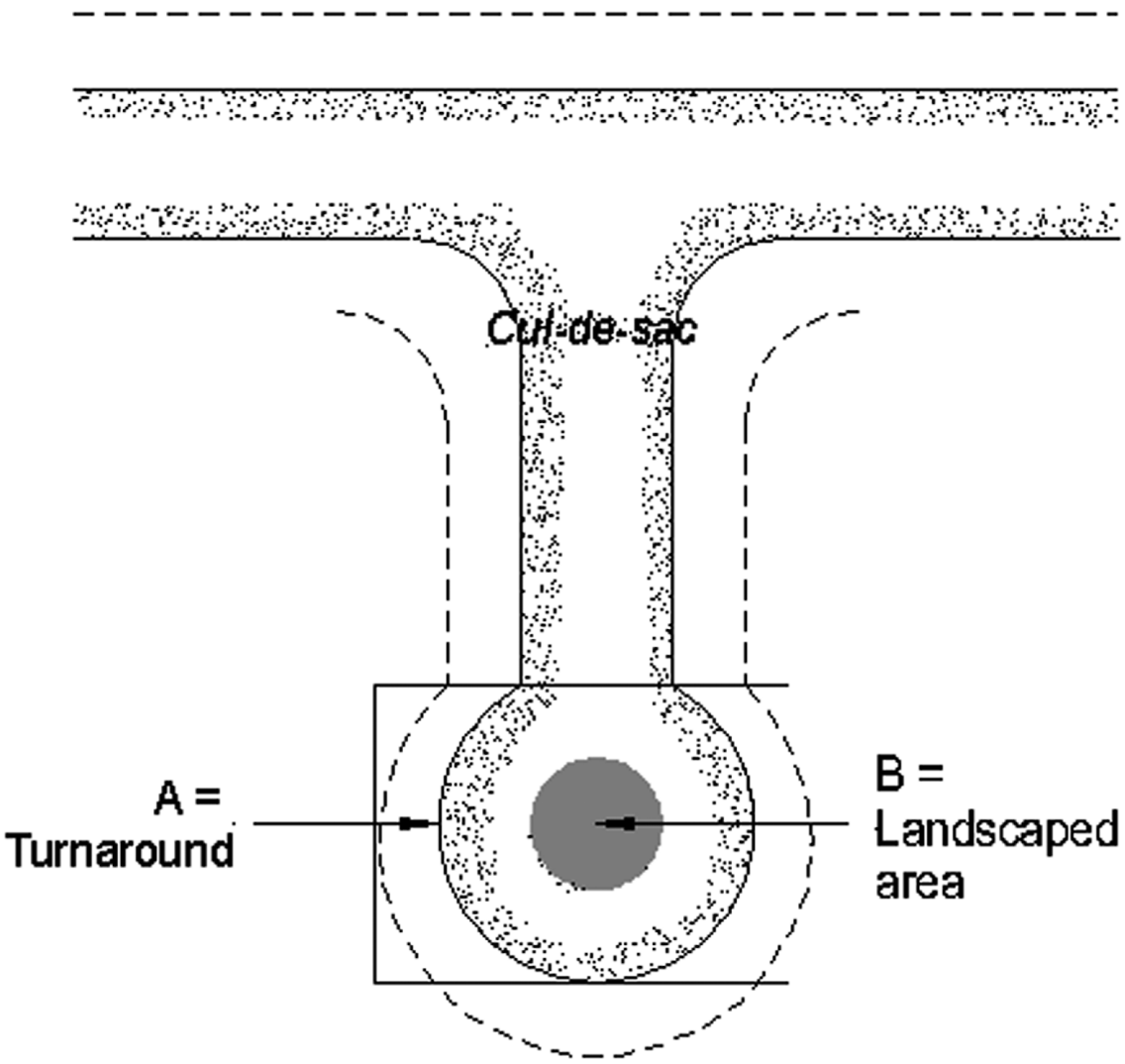
The site plan or subdivision plat shall show a stub connecting the cul-de-sac to adjoining areas or parcels where future roadways are delineated on the recorded subdivision or site plan. The stub shall be improved as a pedestrian walkway, trail, or bikeway.

(e) Landscaping

At least 40 percent of the bulb of the cul-de-sac shall be landscaped, utilizing native plants, in accordance with an approved landscaping plan. For cul-de-sacs with a radius exceeding 80 feet, at least 25 square feet of the area within the turnaround area shall be landscaped (see Figure 2).

(f) Water mains located on Dead End Streets such as cul-de-sacs shall not be dead end lines. Water mains can be looped and connected back into the main or connected to another water main. All water mains must be located entirely within a Town of Easton ROW or easement dedicated to the Town of Easton.

Figure 2 Cul-de-sac Landscaping



702.7 RIGHTS-OF WAY

(a) RIGHTS-OF-WAY. Minimum rights-of-way shall be provided as follows:

Residential Collector - 60 feet
Residential Subcollector - 60 feet
Residential Access - 50 feet
Special Purpose Streets:
Alley - 20 feet

(b) INCREASE IN RIGHT-OF-WAY WIDTH

(1) If proposed lots are large enough for further subdivision which may change the street classification in the future to a higher order street, the municipality may require that the right-of-way width for the higher order street be provided.

(2) In unusual circumstances, the minimum widths listed in Section 702.6 (a) may be insufficient to accommodate all necessary improvements and therefore rights-of-way widths in excess of the minimum established in Section 702.6 (a) may be required.

702.8 DRIVEWAYS

(a) DRIVEWAYS TO SINGLE-FAMILY LOTS

(1) Driveways shall be located not less than 40 feet from the tangent point of the curb radius of any intersection. Driveways to corner lots shall gain access from the street of lower classification when a corner lot is bounded by streets of two different classifications.

(2) The following standards shall apply to the driveway apron at the edge of the pavement:

a. Minimum curb cut or driveway width at the pavement edge: 12 feet
b. Maximum curb cut or driveway width at the pavement edge: 20 feet.

(3) A single common driveway serving no more than four single family dwelling units is permitted provided a joint access easement has been recorded.

(b) SHARED RESIDENTIAL DRIVEWAYS FOR MULTI-FAMILY DEVELOPMENT

(1) All entrance drives serving 4 or less dwelling units may be designed to single family driveway standards above.

(2) All entrance drives serving more than 4 dwelling units, but which may be expected to convey less than 200 ADT, shall be laid out to conform to the design, service, and access standards established in this Ordinance for residential access streets.

(3) All entrance drives which may be expected to convey greater than 200 ADT, but less than 1000 ADT, shall be laid out to conform to the minimum design, service, and access standards specified in this Ordinance for residential subcollector streets.

(4) All entrance drives which may be expected to convey greater than 1000 ADT shall be laid out to conform to the minimum design, service, and access standards specified in this Ordinance for residential collector streets.

SECTION 703 STREET DESIGN AND LAYOUT

(a) Streets shall be laid out to avoid areas such as floodplains, cliffs, steep slopes or large ravines. A secondary means of access to a higher order street which does not go back through the same hazard area shall be provided when one of the access streets into a subdivision of more than twenty dwelling units crosses through a hazard area.

(b) All streets and alleys shall be designed and constructed in accordance with standards and regulations promulgated and administered by the Town Engineer.

(c) The developer shall provide all necessary roadway signs and traffic signalization as may be required by the Town, based upon Town standards, state standards and a traffic impact study if required

(d) TRIP GENERATION RATES

The following chart shall be used to determine the anticipated daily traffic levels of proposed residential development:

HOUSING TYPES AVERAGE WEEKDAY TRIP GENERATION RATES

Single-family detached	10.0 trips/du
Duplex (twin), Multiplex, Townhouse, etc.	8.1 trips/du
Apartment	5.4 trips/du
Mobile Homes	5.38 trips/du
Retirement Community	3.3 trips/du

(e) TRAFFIC IMPACT STUDY

A traffic impact study shall be prepared by a Maryland Licensed professional engineer and shall be submitted for any non-residential subdivision or for any residential subdivision proposing fifteen (15) or more dwelling units, or if for good cause the Planning Commission requests such a study to be completed regardless of the number of units proposed. Should the Planning Commission deem it appropriate, they may require that the developer fund a traffic impact study to be prepared by an engineer selected by the Town. At a minimum, the following information shall be included in the study:

(1) Project Description – Provide a brief description of the proposed project and the limits of the traffic study. The limits of the study area shall be subject to revision by the Planning Commission. The total build-out of the project anticipated by the proponent should be clearly stated.

(2) Existing Conditions – Provide physical characteristics of each roadway within the study area. Traffic volumes shall be examined for the study area. Average weekday volumes shall be shown for twenty-four (24) hours and the AM and PM peak hours in all cases. Accident diagrams summarizing local police reports may be needed for problem locations. An existing conditions capacity and level of service analysis shall be provided in accordance with the Transportation Research Board's Highway Capacity Manual Report 209 (latest edition). The analysis shall include delay and queue length information. Weave, merge, diverge, and road segment analyses should be included where applicable.

(3) Project Site Traffic Projection – Provide estimated peak hour and daily traffic generated by the project on roadways within the study area. Include an analysis of the distribution of off-site generated traffic as it relates to the existing street system. All traffic impact studies should include traffic generated by other developments within the study area that have received preliminary subdivision or development site plan approval. Saturday peak hour conditions should be included for retail projects. Any adjustment factors or growth rates used should be cited.

(4) Future Conditions – Future conditions capacity analysis (five-year horizon) shall be computed for the no-build and build alternatives, with and without mitigation measures. This analysis shall include projected delays at all intersections, projected queues, and projected levels of service. All new intersections shall be reviewed relative to AASHTO standards, including sight distances for entering and merging traffic within the project area. A list should be provided of all other study area projects which could be completed within five years of the submittal date of the proponent's project and which could have impacts that would be relevant to the proponent's traffic impact study. Public as well as private projects should be included; projects awaiting approval should be included, as well as those which are already approved or do not require approval. Signal warrant analysis should be performed using the Manual on Uniform Traffic Control Devices (FHWA, latest edition), if applicable.

(5) Roadway Mitigation Measures – Describe all proposed mitigation measures for the adverse impacts identified in the traffic impact study. Identify specific and expected benefits to be derived by these proposed mitigation measures. The individual costs of the proposed mitigation measures should be given, and the party responsible for the

implementation of each measure clearly identified. A schedule of when, in relation to any project phasing, particular measures need to be implemented should be outlined. In addition to a schedule of construction, a description should be provided of any capacity constraints on the existing network that will occur, and of measures that will be taken to mitigate noise and dust pollution.

(6) Summary - Traffic Impact Studies shall include a brief summary of the major or significant findings. This should be prepared and presented in a manner which anticipates it being reviewed by the general public. Such summary shall include a discussion of existing roadway/intersection Levels of Service (LOS), any measures proposed to insure that said LOS does not degrade as a result of the proposed subdivision, and a tabulation of the percentage change in traffic volumes at the studied intersections.

If a connection of two or more existing roads is being proposed, the traffic report shall contain a detailed assessment of the traffic impacts on roadways in adjacent neighborhoods. Traffic impacts including projected splits in traffic, changes in levels of service, increases in daily and peak hour traffic conflicts with pedestrians and bicycles.

When the scope of a traffic study includes County, State, and/or Federal roads, the applicant shall be responsible for contacting the appropriate agencies before undertaking the study in order to obtain any input such agencies may have. The applicant shall also be responsible for forwarding a copy of the completed study to these same agencies at the time it is submitted to the Town.

(f) All streets and alleys shall be continuous in alignment and grade with existing, recorded, and planned streets.

(g) Streets shall be extended to the boundary lines of the proposed subdivision so that a connection can be made to all adjacent properties unless such extension is not feasible because of topography or other physical conditions, or unless, in the opinion of the Commission, such extension is not necessary or desirable for the coordination with existing streets or the most advantageous development of adjacent tracts. In any event, no subdivision shall be designed so as to create or perpetuate the landlocking of adjacent land.

(h) Dead end streets are prohibited except to permit future extensions to adjoining tracts. Such streets shall include a temporary turnaround until the street is extended.

(i) Street names shall be approved by the Commission. Such names shall not duplicate those elsewhere in the Town of Easton or within one mile of the corporate boundary. Streets that are in alignment with existing streets shall bear the names of existing streets.

(j) In subdivisions that adjoin or include existing streets that do not conform to widths established in these Regulations, the subdivider shall dedicate additional width along either one or both sides of such streets so as to bring them up to standards, provided the area to be used for widening is owned by the subdivider or under his control.

(k) Streets shall be laid out to intersect as close to right angles as possible. A proposed intersection of two streets at an angle of less than seventy (70) degrees will not be approved. Any change in street alignment to meet this requirements shall occur at least one hundred (100) feet from the intersection.

(l) Multiple intersections involving junctions of more than two (2) streets shall be avoided.

(m) Roadways entering opposite sides of another roadway shall be laid out either directly opposite one another or with a minimum offset of two hundred (200) feet between their centerlines.

(n) All streets shall have a total minimum width of not less than that prescribed for the street according to its classification in Section 702.

SECTION 704 STREET IMPROVEMENTS

(a) Street Construction: The developer shall provide for the complete construction of streets and curb and gutter, in accordance with the standards and specifications of the Town of Easton.

(b) Sidewalks: All subdivisions shall be required to provide sidewalks unless it is determined by the Planning and Zoning Commission that sidewalks are not necessary due to lot size, location of subdivision or anticipated usage. Sidewalks shall be designed and constructed in accordance with the standards and requirements established by the Town Engineer.

(c) Storm water management and sediment control: All storm water drainage systems shall be designed and constructed in accordance with the Stormwater Management Ordinance. A storm water management plan and sediment control plan approved by the appropriate State and Local Agencies must be provided. Natural shaped ponds are preferred.

(d) Street Lighting: Street lighting shall be designed and installed by the Town of Easton at the expense of the developer.

(e) Street trees: New trees which are indigenous to the area or other approved species shall be required to be planted as per requirements of Section 707 LANDSCAPING herein.

(f) Signs: Street name and traffic control signs shall be constructed by the Town of Easton at the expense of the subdivider or developer.

SECTION 705 SANITARY SEWERAGE SYSTEM AND WATER SUPPLY SYSTEM

All subdivisions shall be served by public sewer and water systems designed and constructed in accordance with the standards and service tariffs of the Easton Utilities Commission.

SECTION 706 GAS, ELECTRIC, CABLE, INTERNET, AND TELEPHONE SERVICE

Provisions for gas, electric, cable, internet, and telephone service shall be made in accordance with the standards and service tariffs of the Easton Utilities Commission, the Telephone Company, and any other utilities company serving the subdivision.

SECTION 707 LANDSCAPING

(a) "Sketch" or "Concept" landscaping plan in accordance with Section 28-1014 of the Zoning Ordinance is required to be submitted with the Sketch Plat submittal.

(b) Complete Landscaping Plans are required to be submitted with the Preliminary Plat.

(c) Plans and designs shall be in accordance with Section 28-1014 of the Zoning Ordinance of the Town of Easton.

SECTION 708 PARKS

(a) All residential subdivisions of ten (10) or more lots shall provide a minimum of 1,200 square feet per dwelling unit for parks. Required environmental protection areas and stormwater management areas may not be used to satisfy the minimum park requirements. The land to be dedicated for parks shall be of suitable size and shape, topography and geology, and offer proper location and adequate road access, as determined by the Planning & Zoning Commission.

(b) For subdivisions of less than ten (10) lots, if the Planning & Zoning Commission determines that due to the size of proposed subdivision or other factors, suitable sites for parks cannot be dedicated, payment of a fee in lieu of land dedication shall be required. The fee shall be in the amount of the value of the land to be dedicated, as determined by the Commission on the average market value of the undeveloped land based on the entire tract.

(c) Fees collected in lieu of land under the provisions of this section shall be paid to the Town prior to final plat recordation. Fees collected under these provisions shall be used for the purpose of acquiring developable land for parks.

(d) Where private open space for parks and recreational purposes is provided in a proposed subdivision, and such open space is to be privately owned and maintained by the future residents of the subdivision, the acreage of such areas may be credited against the requirement for dedication of land or payment of fees in lieu of if the Commission concludes that it is in the interest of the public to do so.

(e) Any lands dedicated hereunder shall be used only for the purposes stated herein.

(f) All parks intended for public use shall be dedicated to the Town of Easton and shall be in a condition acceptable to the Town, including the provision of Park Improvements, at the time of said dedication.

(g) All parks shall include stub-outs for the potential provision of water, sewer, and electrical service.

(h) Where the subdivision contains park areas, or other physical facilities necessary or desirable for the welfare of the area and which are of common use or benefit and are of such character that the Town or other public agency does not desire to maintain them, then provisions shall be made by trust agreements for the proper and continuous maintenance and supervision of such facilities by the lot owners in the subdivision. Such trust agreements shall be approved by the Planning Commission prior to the recording of the Final Plat and shall be a part of the deed covenants.

(i) The Easton Comprehensive Plan classifies parks into four categories, consistent with the practice/policies of the Easton Park Board. These are Mini-Parks (e.g., Thompson Park or Clifton Park), Neighborhood Parks (e.g., Chapel East Park or Matthewstown Run Park), Community Parks (e.g., Idlewild or Moton Parks) and Special Park Areas (e.g., the Rail-Trail or the former Skate Park). For the purposes of this Section, at least 50% of the area required to be provided for parks shall be satisfied in the form of one centrally located Neighborhood Park. Such parks may be active, passive, or natural, as approved by the Planning Commission.

SECTION 709 PARK DEVELOPMENT FEES

(a) With respect to all residential development, a park development fee of $199.70 per residential unit[1], as adjusted per subsection (c) below, shall be assessed, which fee shall be due and payable at the time of the approval of the final plat, or final site plan as the case may be, containing such dwelling units.

(b) On January 2 of each year, the park development fee shall be automatically adjusted in accordance with any percentage change in the cost of park

[1] This figure was established at $133.33 per unit with the original adoption of this standard. It was adjusted as per subsection 709 (c) to $199.70 in 2022 (reflecting the cumulative annual rates of inflation as determined by averaging the three indices cited).

development. The park development fee shall be adjusted by the average percentage change, if any, in the Consumer Price Index, the Construction Cost Index, and the Building Cost Index, taken together and as established for the State of Maryland.

(c) Such park development fee shall be used solely for the development and improvement of parks, trails, and recreation facilities within or reasonably proximate to the applicable residential development.

Subject to the express approval of the Town of Easton, the owner/developer of land involving applicable residential development may elect, in lieu of payment of park development fees, to develop and construct neighborhood park improvements on land within the development dedicated for such purposes or upon existing park land reasonably proximate to the development. Such development and construction shall comply with all applicable provisions of these Subdivision Regulations and any rules or regulations adopted pursuant thereto.

SECTION 710 SURVEY MONUMENTS AND MARKERS

Monuments or markers, not less than five inches square at each end and thirty inches long, made from hard durable stone or good concrete, shall be placed in not less than four convenient places on the outside boundaries of the entire subdivision, at each change in direction of said boundary lines, at each change in direction of street and alley lines, and at all street and alley intersections. Not less than twenty-six (26) inches of the monuments or markers shall be placed in the ground with not more than four (4) inches extending above the surface of the ground. The corners of all lots not marked by stone or concrete monuments required above shall be marked by iron pins or iron pipes at least eighteen (18) inches long and not less than 5/8" in diameter.

SECTION 711 ENGINEERING AND SURVEYING

(a) All surveys, maps, plans, and designs shall be made by a Professional Engineer, Professional Surveyor, or other design professional who is licensed by the State of Maryland and is practicing within the scope of his license with respect to the services provided.

(b) All maps or plats shall be compiled from actual accurate field surveys made by the surveyor whose name appears thereon.

(c) All figures, lettering and symbols on the plan or map must be neatly and legibly drafted thereon and the Commission may refuse to receive for examination and approval a plan or map on which such details are blurred, unreasonably indistinct or difficult to read.

(d) On all subdivisions at least one (1) of the principal corners of the outline boundary of the whole tract shall be referred to the nearest officially established street intersection monument or marker.

(e) SURVEY CONTROL

(1) The meridian line upon which the bearings or azimuth of the survey is based shall be referenced to the Maryland State Plane Coordinate System (NAD83/91.)

(2) All plats shall show the position by coordinates of not less than four markers set in convenient places within the subdivision in a manner so that the position of one marker is visible from the position of one other marker.

(3) The U.S. survey foot (1 meter = 3.280833333 feet) shall be used in all conversions of Maryland State Plane Coordinates from meters to feet or feet to meters.

(f) All surveys of subdivisions shall be carefully and accurately executed. The boundaries of the entire tract shall be surveyed on the ground and all corners thereof established by the accurate measurement of linear distances and precise observation of angles to the nearest twenty (20) seconds of circumference.

(g) All surveys shall be made with an accuracy of no less than one to fifteen thousand (1:15,000).

(h) The developer shall, upon request, furnish a certified copy of the surveyor's computation of the unbalanced traverse of the outside boundary of the entire tract.

ARTICLE VIII - IMPROVEMENT GUARANTEES

SECTION 800 CONTRACTS

The Planning and Zoning Commission shall not allow recording of any subdivision plat until:

(a) Required improvements have been completed, inspected and accepted by the Town Engineer, or other proper authorities; or

(b) The developer has entered into a written agreement with the Town in the manner and form set forth by the Town Attorney where the developer shall agree:

> (1) to construct or cause to be constructed, at his own expense, all required improvements in strict accordance with the standards and specifications of the Town of Easton and the Easton Utilities Commission;
>
> (2) to maintain, at his own cost, the improvements until the same are accepted by the Town of Easton and the Easton Utilities Commission;
>
> (3) to obtain, at his own cost, any easement or release required for the construction or extension of any required improvement.

SECTION 801 GUARANTY

In order to assure the Town that the required improvements shall be constructed and installed at his own expense, in strict accordance with the standards, regulations, and specifications of the Town, and will be maintained until accepted by the Town, the developer shall furnish the Town, cash, bond, irrevocable letter of credit, or other such surety as the Town shall approve in an amount sufficient to cover cost, as estimated by the Town Engineer, of the construction and installation of the aforesaid improvements.

The improvement guaranty shall be conditioned upon:

(a) the developer constructing and installing, or causing to be constructed or installed, in strict accordance with the standards, regulations, and specifications of the Town, as finally approved, the required improvements;

(b) the developer in maintaining at his own cost the said improvements, until the same are accepted by the Town for community use;

(c) the faithful performance by the developer of the Public Works Agreement.

SECTION 802 ACCEPTANCE OF IMPROVEMENTS

(a) Development Inspection

(1) The applicant shall notify the Town of Easton and the Easton Utilities Commission of the completion of the required improvements.

(2) The appropriate agency shall inspect the completed required improvements and notify the developer of approval or specify those items of construction, material, and workmanship which do not comply with the specifications or the approved construction plans.

(3) The applicant, upon notification from the appropriate agency of items not approved shall:

a. proceed, at his own cost, to make such corrections as shall be required to comply with the specifications and approved construction plans; and

b. notify the appropriate agency upon completion, requesting final inspection.

(b) Final Inspection: The appropriate agencies shall make a final inspection with the applicant of all required improvements.

(c) Acceptance: At such time as the Town Engineer is satisfied that the applicant has complied with all standards, regulations, service tariffs and specifications of the Town of Easton and the Easton Utilities Commission an indenture prepared by the applicant in a form approved by the Town of Easton, conveying all streets, parks, and other public lands to the Town of Easton shall be recorded in the Land Records of Talbot County.

ARTICLE IX - CHANGES AND AMENDMENTS

SECTION 900 CHANGES AND AMENDMENTS

The Town Council may, from time to time amend, supplement or change, by ordinance, the regulations herein established. Any such amendment or change shall be accomplished in accordance with the provisions of the Town Charter and the laws of the State of Maryland.

ARTICLE X – ADMINISTRATION

SECTION 1000 HARDSHIP

Where the Planning and Zoning Commission finds that extraordinary hardships may result from strict compliance with these Regulations, it may modify the Regulations so that substantial justice may be done and the public interest secured, provided that such modification will not have the effect of nullifying the intent and purpose of these Regulations or of modifying any provision of any other ordinance of the Town of Easton.

SECTION 1001 CONDITIONS

In granting modifications, the Planning and Zoning Commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so modified.

SECTION 1002 FEES

A plat review fee shall be collected upon the submittal and each subsequent submittal of a sketch plan. A subdivision application fee shall be collected at the time of filing of a Preliminary Plat. This fee shall be based on the number of lots in the subdivision and is a one time fee as long as the Preliminary Plat is based on the approved sketch plat. When a Preliminary Plat is submitted which is based on a revised sketch plat, a new subdivision application fee shall be collected. There shall be no fee for the initial review of a final plat. When a plat has to be reviewed more than once, a plat review fee shall be collected for each submittal of the final plat.

A plat review fee shall be collected for a boundary line amendment or a minor subdivision. All fees shall be in accordance with the fee schedule of charges adopted by resolution of the Town Council.

SECTION 1003 SEVERABILITY

It is hereby declared to be the legislative intent that:

(a) If the court declares any provisions of these Regulations to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of these Regulations shall continue to be separately and fully effective.

(b) If the court finds the application of any provision or provisions of these Regulations to any lot, building, or other structure, or tract of land, to be invalid or ineffective, in whole or in part, the effect of such decision shall be limited to the person, property, or situation immediately involved in the controversy, and the application of any such provision to other persons, property, or situations shall not be affected.

SECTION 1004 PUBLIC MEETING

The Planning Commission shall consider all Sketch Plats at a Public Meeting. Such meeting may be the Commission's Regular Monthly Meeting or when determined appropriate by the Commission, a Special Meeting. At such meeting, all parties in interest and citizens shall have the opportunity to be heard. The time, place, and location of said meeting along with the general location and a brief description of the subdivision shall be published in a paper of general circulation in Talbot County. In addition, the property shall be posted at least seven (7) days preceding the date on which the Planning Commission is scheduled to review said subdivision and notice to adjoining property owners shall be provided as specified for other development application types (e.g., site plans) in the Zoning Code. No notice shall be required for those subdivisions which do not require sketch plat review.

SECTION 1005 ENFORCEMENT OFFICER

The Town Engineer of Easton shall be the enforcement officer for these Regulations. If they find that any of the provisions of these Regulations are being violated, they shall notify in writing the person responsible for such violation and take such action as may be necessary to prevent the violation of these Regulations, including obtaining a court injunction to discontinue the transfer, sale, or negotiations for sale of illegal lots or parcels; or any action authorized herein.

SECTION 1006 APPEALS

Any person aggrieved by a decision of the Planning and Zoning Commission or the Town Engineer in approving or denying a subdivision under the terms of these Regulations shall have the right to appeal said decision to the Easton Board of Zoning Appeals under the terms and provisions set forth in Chapter 28 (Zoning) of the Code of the Town of Easton.

ARTICLE XI - SUBDIVISION ACTIVITY IN THE CHESAPEAKE BAY CRITICAL AREA

SECTION 1100

(a) All subdivisions of land located in whole or in part in that area of the Town of Easton which is part of the Chesapeake Bay Critical Area shall be subject to the provisions of the Easton Zoning Ordinance relating to the Critical Area Overlay Zone as well as to the provisions of these regulations. Where the provisions of the Zoning Ordinance relating to the Critical Area Overlay Zone conflict with the provisions of these Subdivision Regulations, the provision of the Critical Area Overlay Zone shall apply.

(b) No subdivision of any land located in whole or in part in that area of the Town of Easton which is part of the Chesapeake Bay Critical Area shall be permitted unless and until the Planning and Zoning Commission makes the following written findings with regard to the subdivision:

(1) The development or development activities have been designed in such a manner as to minimize adverse impacts on water quality that result from pollutants that are discharged from structures or conveyances or that have runoff from surrounding lands; and

(2) That the development or development activities have been planned in such a fashion as to conserve fish, wildlife and plant habitat.

March 21, 2023

Mayor and Easton Town Council
14 South Harrison Street
Easton, MD 21601

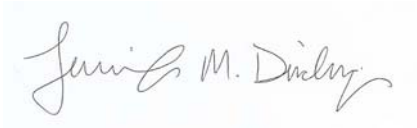
Dear Mayor and Council:

The Easton Planning and Zoning Commission recently concluded a comprehensive review of the Town's Subdivision Regulations. This review culminated at our regular monthly meeting of January 19, 2023. The Commission voted 4-0 to forward the attached document to you and respectfully requests that you approve these new Subdivision Regulations following a Public Hearing on the matter.

The Commission reviewed every element of the Subdivision Regulations with our Planning, Legal, and Engineering staff. The majority of the document was unchanged. Some sections were revised slightly to modestly. The most extensive changes were made to the Street Standards. Specifically, the required street hierarchy has been eliminated as we concluded that this requirement inadvertently led to the proliferation of curvilinear streets and cul-de-sacs that are contrary to the design our Comprehensive Plan continues to encourage. We also are suggesting modified road specifications, based on feedback from the Council and in close consultation with the Town Engineer.

If you have any questions concerning the Commission's action or recommendation, please contact me or either the Town Planner or Town Attorney, both of whom can speak to our proposals.

Sincerely,



Easton Planning & Zoning Commission
Jennifer Dindinger, Chair

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor

Charles C. Deegan
Chairman
Katherine Charbonneau
Executive Director

STATE OF MARYLAND
CRITICAL AREA COMMISSION
CHESAPEAKE AND ATLANTIC COASTAL BAYS

August 25, 2022

Mr. Joseph Mayer
Town of Easton Planning and Zoning
14 South Harrison Street
Easton, MD 21601

Re: Mary's Court Site Plan
Growth Allocation (TM 25, P 46, Lots 16 &20)

Dear Mr. Mayer:

Thank you for providing information on the above-referenced project. The application is requesting 8.348 acres of growth allocation from the Town of Easton to change a portion of the Critical Area designation on the above-referenced property from Resource Conservation Area (RCA) to Intensely Developed Area (IDA). Lot 16 is 6.56 acres, with 3.51 acres located in the Critical Area and designated as IDA, while Lot 20 is 8.35 acres and is designated as RCA. If approved, the growth allocation will allow the property to be developed for commercial use as a part of Talbot Commerce Park.

Based on the information provided, we have the following comments regarding the proposed growth allocation request:

1. Prior to Critical Area Commission review and approval, the growth allocation proposal must go through the supplemental growth allocation process which includes local approval from both the Town of Easton and Talbot County.

2. The project must meet the standards and address the factors found in Natural Resources Article 8-1808.1 and COMAR 27.01.02.06. This information is required to be submitted by the Town of Easton as part of the application for growth allocation to the Critical Area Commission, per COMAR 27.01.02.06-1 and COMAR 27.01.02.06-2.

   Based on preliminary review of the submitted materials by Commission staff, it appears that the growth allocation request can meet adjacency and IDA size standards (1), (2), (5), and (6) found in the Town's Zoning Ordinance (§228-401.8.E). However, additional information is required to ensure that the location standards found in (3), (4) and (7) are met.

3. Please have the applicant provide information on how the growth allocation factors outlined in §228-401.8.F are addressed.

4. The project has a 100-foot Buffer on the site from a perennial stream. It appears that a portion of the 100-foot Buffer is not currently established in native vegetation. The applicant will be required to submit a Buffer Management Plan that provides full establishment of the 100-foot Buffer.

5. The site plan denotes the Buffer as a "100-foot nontidal wetland buffer." It appears that the Buffer has been drawn from the edge of nontidal wetlands and not from the edge of each bank of the tributary stream, as required per COMAR 27.01.09.01. Please have the applicant revise the Buffer delineation accordingly.

6. The applicant proposes to treat stormwater for the project using environmental site design (ESD) features. However, the 10% worksheets and stormwater plans were not provided to this office as part of the application. Please have the applicant forward these plans to this office for review and comment.

7. It is our understanding from previous conversations with the applicant's attorney that a portion of Lot 16 along Goldsborough Neck Road is to be transferred to Talbot County prior to the request for growth allocation. Please have the applicant provide information verifying whether this has been completed. If this has not been executed, then additional growth allocation acreage will be required for this portion of the lot.

8. Please have the applicant provide information explaining why Forest Protection Areas A and B are required to be modified. In addition, please have the applicant provide information to this office regarding the easements for both forest protection areas and the stormwater management areas for review.

9. We note that in several places within the application letter and environmental report that the growth allocation request is for conversion of Limited Development Area (LDA) to IDA instead of RCA to IDA. Please have the applicant correct these discrepancies.

Thank you for the opportunity to provide comments. Please have the applicant submit the above information to this office. If you have any questions, please contact me at nick.kelly@maryland.gov or (410) 260-3483.

Nick Kelly
Regional Program Chief

cc: Alex DeWeese, Critical Area Commission

March 21, 2023

Mayor and Easton Town Council
14 South Harrison Street
Easton, MD 21601

Dear Mayor and Council:

Over the course of the past several months, The Easton Planning and Zoning Commission has been considering revisions to the Zoning Code that was approved by the Town Council in December of 2021. At a Special Meeting held on March 2, 2023, this effort concluded with the Commission's approval of the attached document outlining suggested amendments to the Code. The Commission voted 4-0 to forward the attached to you and respectfully requests that you approve these amendments following a Public Hearing on the matter.

The proposed amendments address multiple aspects of the Zoning Code, but a major focus of this packet is clearly on the "Middle Housing Types" that were added to our regulations for the first time in the 2021 Code. We are proposing changes that we envision will make these housing types more enticing to property-owners or developers as a means to supply much-needed affordable housing through a variety of building types, yet to do so in a manner that respects the character of the area where they are proposed.

If you have any questions concerning the Commission's action or recommendation, please contact me or either the Town Planner or Town Attorney, both of whom can speak to our proposals.

Sincerely,

Easton Planning & Zoning Commission
Jennifer Dindinger, Chair

Town of Easton, MD

14 South Harrison Street
Easton, MD 21601

Home Purchase Program for Town of Easton and Easton Utility Full Time Employees and Volunteers in Good Standing with the Easton Volunteer Fire Department

$5,000 Grant Application

I HEREBY CERTIFY THAT THE FOLLOWING STATEMENTS ARE TRUE:

NAME: _____.

I am the purchaser of residentially improved real property located in Easton, Maryland.
Property Address: _____.
Property Tax Identification Number: _____.

- That as the purchaser of the Subject Property, this is the first property I will have owned in the Town of Easton.
- That as the purchaser of the Subject Property, I will occupy the property continuously for a period of at least five (5) years as a principal residence.
- That if I fail to occupy the Subject Property continuously for a period of at least five (5) years as my principal residence and/or cease to be a full-time Town of Easton and/or Easton Utility employee and/or a Volunteer in good standing of the Easton Volunteer Fire Department, I will notify within seven (7) working days of the departure from the Subject Property and/or termination of employment with the (TOE) and/or the (EUC) and/or a change of status with the (EVFD). I will repay the pro-rated share of the County Housing Grant of $5,000.00.
- That in the event that I fail to repay the pro-rated amount due on the grant within 30 days, interest may accrue at the discretion of the TOE at no more than 10% per year.
- That my annual income does not exceed $95,000.00.
- That I will maintain at least a 50% ownership interest in the Subject Property for five (5) years.

Signature of Applicant _____

_____
Date

In the State of _____, at the County/City of _____
I HEREBY CERTIFY, on this _____ day of _____, 20____, before me, the subscriber, a Notary Public, in and for said State and County/City, personally appeared _____, known to me (or satisfactorily proven) to be the person(s) whose name(s) is/are subscribed to the within affidavit, and acknowledged that he/she/they executed the same for the purposes therein contained, and further acknowledge the information therein is correct and in my presence signed and sealed the same.

My Commission Expires: _____
Notary Public Signature

For Human Resources Only

Date: _____
Above applicant is currently employed full time with the Town of Easton, Easton Utilities and/or a volunteer in good standing with the Easton Volunteer Fire Department.

Employment Location: _____

Employment verified by: _____

Settlement Date: _____

EASTON AFFORDABLE HOUSING BOARD
HOME PURCHASE ASSISTANCE PROGRAM

1) PURPOSE

To recognize the benefit and positive impact from personnel living and investing within the town limits, the Town of Easton is offering a grant of $ 5,000.00 for assistance with closing costs and/or down payments related to the purchase of their first primary residence within the town limits.

2) EFFECTIVE

This policy is effective for purchases with settlement dates on or after _____.

3) GENERAL POLICY

A. Eligibility

This program is for full time, post probationary, employees of the Town of Easton (TOE) the Easton Utilities Commission (EUC) and Easton Volunteer Fire Department (EVFD) volunteer personnel in good standing.

B. Eligible Property

The subject home must be located within the limits of the Town of Easton, Maryland, and be the applicant's first primary residence within those limits. Said home must be used as the primary residence for five years after purchase.

C. Income Eligibility

Employees of TOE and EUC and EVFD personnel must individually earn less than $95,000 per year.

D. Percentage of Property Ownership

All applicants must own at least 50% of the property to be purchased.

E. Cash Back Prohibition

There shall be no cash back to Buyer(s) at settlement.

PROCEDURE

A. Once a sales contract on a house is ratified, the TOE or EUC employee or EVFD volunteer personnel shall submit a copy of the contract, along with a completed, notarized grant application, to the Town of Easton Affordable Housing Board.

B. As soon as the tentative settlement date is known, the applicant shall notify the Town.

DATED:_____

Selection Criteria:

From Date . . . . : 02/24/2023

To Date . . . . . : 03/30/2023

or

From Period . . . :

To Period . . . . :

Bank Code . . . . : 00

Page Break by Fund: Y
Include Vendor No.: Y
Print Recap Only .: N

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/01/2023	1644	2689	AMAZON CAPITAL SERVICES	1DKT-W67M-HHF6	JANITORIAL SUPPLIES	001-2010-520.30-50		8/2023	293.76
				1G7F-KJMF-XVL4	COMPUTERS,DP & WORD PROC.	001-1070-510.30-35		7/2023	49.34
				1G7F-KJMF-XVL4	OFFICE SUPPLIES, GENERAL	001-1200-512.30-52		7/2023	18.69
				1Q6J-GKFC-74X6		001-1400-514.30-35		8/2023	316.69-
				1T61-P1FL-XJ6T	MISCELLANEOUS PRODUCTS	001-1070-510.30-35		7/2023	59.00
				1WHH-FJL3-77GF	MISCELLANEOUS PRODUCTS	001-1050-510.30-52		7/2023	22.72
				1WHH-FJL3-77GF	MISCELLANEOUS PRODUCTS	001-1070-510.30-52		7/2023	50.48
				1WHH-FJL3-77GF	OFFICE SUPPLIES, GENERAL	001-1200-512.30-52		7/2023	15.56
				1WHH-FJL3-77GF	OFFICE SUPPLY,INKS,LEADS	001-2210-522.30-51		7/2023	13.76
				1WHH-FJL3-77GF	MISCELLANEOUS PRODUCTS	001-3010-530.30-52		7/2023	39.44
				1WHH-FJL3-77GF	RADIO & TELECOMMUNICATION	001-3045-530.30-52		7/2023	140.08
				1WH4-T6XX-1RMQ	COMPUTERS,DP & WORD PROC.	001-1070-510.30-46		8/2023	178.79
				1WT3-QPYM-7RMK	MISCELLANEOUS PRODUCTS	001-1070-510.30-52		7/2023	22.09
				14PJ-LKRK-37MY	COMPUTERS,DP & WORD PROC.	001-1070-510.30-35		7/2023	159.96
								Total	746.98
03/01/2023	1645	98	APG MEDIA OF CHESAPEAKE	3012996	PK ADVISORY BD WORKSHOP	001-4010-540.30-48		8/2023	175.00
				3013513	ORDINANCE # 794	001-1050-510.30-48		8/2023	52.50
				3013543	PLANNING COMM MTG AGENDA	001-1310-513.30-48		8/2023	328.13
								Total	555.63
03/01/2023	1646	129	DEPENDABLE SSR LLC	1626	BRUSH	001-3040-530.30-52		8/2023	263.75
								Total	263.75
03/01/2023	1647	2463	FIDELITY POWER SYSTEMS	FPS0084820	GENERATOR SERVICES	001-2010-520.30-46		8/2023	3,376.00
								Total	3,376.00
03/01/2023	1648	2228	FIRST STATE INSPECTION	266614	MONTHLY ELECTRICAL INSP	001-2210-522.30-34		8/2023	3,500.00
								Total	3,500.00
03/01/2023	1649	1269	FRATERNAL ORDER OF POLI	122323	FEB '23 LODGE DEDUCTIONS	001-0000-217.17-00		8/2023	1,320.00
								Total	1,320.00
03/01/2023	1650	2214	NEWMAN SIGNS INC	TRFINV045206	SIGNS, SIGN MATERIAL	001-3040-530.30-52		8/2023	190.89
								Total	190.89
03/01/2023	1651	2216	QUADIENT LEASING USA IN	N9803298	POSTAGE MACHINE LEASE	001-1200-512.30-46		8/2023	474.54
								Total	474.54
03/01/2023	1652	481	SUTPHEN CORPORATION	40060411	REPAIRS TO AT61	001-2110-521.30-56		8/2023	184.41
								Total	184.41
03/08/2023	1654	2806	BACKTOWN AUTOMOTIVE/ACC	1946	MISCELLANEOUS PRODUCTS	001-3040-530.30-46		8/2023	105.00
								Total	105.00
03/08/2023	1655	3079	CARROLL INDEPENDENT FUE	105397-537878	1/16-31/23 FUEL PURCHASES	001-1400-514.30-55		8/2023	87.63
				105397-537878	1/16-31/23 FUEL PURCHASES	001-2010-520.30-55		8/2023	219.01
				105397-537878	1/16-31/23 FUEL PURCHASES	001-2020-520.30-55		8/2023	3,587.34
				105397-537878	1/16-31/23 FUEL PURCHASES	001-2040-520.30-55		8/2023	517.59
				105397-537878	1/16-31/23 FUEL PURCHASES	001-2210-522.30-55		8/2023	185.54
				105397-537878	1/16-31/23 FUEL PURCHASES	001-2220-522.30-55		8/2023	90.25
				105397-537878	1/16-31/23 FUEL PURCHASES	001-2310-523.30-55		8/2023	473.91
				105397-537878	1/16-31/23 FUEL PURCHASES	001-3010-530.30-55		8/2023	110.60

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/08/2023	1655	3079	CARROLL INDEPENDENT FUE	105397-537878	1/16-31/23 FUEL PURCHASES	001-3025-530.30-55		8/2023	4,089.48
				105397-537878	1/16-31/23 FUEL PURCHASES	001-3040-530.30-55		8/2023	4,930.00
				105397-537878	1/16-31/23 FUEL PURCHASES	001-3045-530.30-55		8/2023	1,352.80
				105397-537878	1/16-31/23 FUEL PURCHASES	001-4010-540.30-55		8/2023	340.62
								Total	15,984.77
03/08/2023	1656	2571	HILYARD'S BUSINESS SOLU	INV243255	COPIER MAINT	001-1400-514.30-46		8/2023	188.39
								Total	188.39
03/08/2023	1657	237	HOME PARAMOUNT PEST CON	6058026	MONTHLY PEST SVCS	001-1400-514.30-46		8/2023	33.00
				6058029	MONTHLY PEST SVCS	001-3010-530.30-46		8/2023	38.00
				6058031	MONTHLY PEST SVCS	001-6000-560.30-46	ED2301	8/2023	36.00
				6058237	MONTHLY PEST SVCS	001-1400-514.30-46		8/2023	33.00
								Total	140.00
03/08/2023	1658	262	KEY ONE INC	118919	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		8/2023	21.00
								Total	21.00
03/08/2023	1659	269	LASER LETTERS INC	68799	LETTERHEAD	001-2010-520.30-51		9/2023	764.92
								Total	764.92
03/08/2023	1660	2478	MUNICIPAL EMERGENCY SVC	IN1833401	NAME TAPE/EASTON POLICE	001-2020-520.30-37		9/2023	34.00
								Total	34.00
03/08/2023	1661	389	PIERSON COMFORT GROUP L	QB025280		001-4010-540.30-44		9/2023	157.00
								Total	157.00
03/08/2023	1662	1565	STAPLES BUSINESS CREDIT	7372498950-0-1	OFFICE SUPPLIES, GENERAL	001-1200-512.30-52		8/2023	57.71
				7372498950-0-1	OFFICE SUPPLIES, GENERAL	001-2310-523.30-52		8/2023	7.79
				7372728866-0-1	SCHOOL EQUIP& SUPPLIES	001-1070-510.30-52		8/2023	33.29
				7372728866-0-2	COMPUTERS,DP & WORD PROC.	001-1200-512.30-51		8/2023	46.89
				7373218797-0-1	PAPER (OFFICE,PRINT SHOP)	001-2010-520.30-51		9/2023	207.45
				7373218797-0-1	OFFICE SUPPLY,INKS,LEADS	001-2010-520.30-52		9/2023	228.19
				7373448488-0-1	OFFICE SUPPLY,INKS,LEADS	001-1200-512.30-51		8/2023	16.49
				7373448488-0-1	OFFICE SUPPLIES, GENERAL	001-1200-512.30-52		8/2023	38.34
				7373517575-0-1	COMPUTERS,DP & WORD PROC.	001-3010-530.30-51		8/2023	720.05
				7373517575-0-1	OFFICE SUPPLIES, GENERAL	001-3010-530.30-52		8/2023	26.99
				7373523144-0-1	PAPER (OFFICE,PRINT SHOP)	001-1200-512.30-51		8/2023	82.98
				7373523144-0-1	MISCELLANEOUS PRODUCTS	001-1400-514.30-52		8/2023	6.89
				7373523144-0-1	PAPER (OFFICE,PRINT SHOP)	001-3010-530.30-51		8/2023	41.49
				7373523144-0-1	PAPER (OFFICE,PRINT SHOP)	001-4010-540.30-51		8/2023	41.49
				7374040580-0-1	COMPUTERS,DP & WORD PROC.	001-1060-510.30-51		9/2023	207.73
				7374040580-0-1	OFFICE SUPPLIES, GENERAL	001-2310-523.30-51		9/2023	13.58
								Total	1,777.35
03/15/2023	1663	2689	AMAZON CAPITAL SERVICES	1RNK-N1CJ-1T67	BAGS,BAGGING,TIES,EROSION	001-2020-520.30-52		8/2023	347.88
				139N-96RH-644X	MISCELLANEOUS PRODUCTS	001-4010-540.30-35		8/2023	828.50
								Total	1,176.38
03/15/2023	1664	98	APG MEDIA OF CHESAPEAKE	3014698	WORKSHOP	001-1310-513.30-48		9/2023	157.50
				3014827	AGENDA MEETING	001-1310-513.30-48		9/2023	406.88
								Total	564.38

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/15/2023	1665	2806	BACKTOWN AUTOMOTIVE/ACC	1959	EQUIP. MAINT. AUTO,TRUCK	001-3040-530.30-46		9/2023	467.50
								Total	467.50
03/15/2023	1666	810	CHESAPEAKE SUPPLY & EQU	38002	ROAD/HWY MAT NONASPHALTIC	001-3040-530.30-52		8/2023	3,420.00
				38028	ROAD/HWY MAT NONASPHALTIC	001-3040-530.30-52		9/2023	5,915.72
								Total	9,335.72
03/15/2023	1667	1000	EASTERN SHORE COFFEE &	283894		001-3040-530.30-52		9/2023	93.94
				294322	COOLER RENTAL	001-3010-530.30-52		9/2023	8.95
								Total	102.89
03/15/2023	1668	2593	EASTON TRUCK CENTER	0551AUP	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		8/2023	133.97
				60225AUP	AUTO & TRUCK ACCESSORIES	001-3025-530.30-56		8/2023	750.00
				60503AUP		001-3040-530.30-56		9/2023	236.21
				60556AUP	FASTENERS, FASTENING DEVS	001-3040-530.30-56		8/2023	208.86
				60673AUP		001-3025-530.30-56		9/2023	1,414.45
								Total	2,743.49
03/15/2023	1669	179	EWING INC, PAUL T	492479	STEEL TOE BOOTS	001-3040-530.30-37		8/2023	100.00
				492481	STEEL TOE BOOTS	001-3045-530.30-37		8/2023	100.00
				492541	STEEL TOE BOOTS	001-3045-530.30-37		8/2023	100.00
				492576	FIRST AID & SAFETY EQUIP.	001-1065-510.30-52		8/2023	19.45
				492667	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-52		8/2023	317.77
				492698	FERTILIZERS & SOIL CONDTN	001-3040-530.30-52		8/2023	79.50
				493115	WINTER JACKET	001-2310-523.30-37		9/2023	120.00
				493574		001-3040-530.30-52		9/2023	199.89
								Total	1,036.61
03/15/2023	1670	595	FPC DISTRIBUTION	1027946	TOWELS	001-2110-521.30-52		9/2023	239.88
								Total	239.88
03/15/2023	1671	213	GEORGE'S GREEN THUMB IN	022223	SVCS/EASTON POLICE DEPT	001-2010-520.30-46		9/2023	4,963.50
								Total	4,963.50
03/15/2023	1673	2571	HILYARD'S BUSINESS SOLU	INV244047	REPAIR PW DEPT PRINTER	001-3010-530.30-46		9/2023	150.00
								Total	150.00
03/15/2023	1674	237	HOME PARAMOUNT PEST CON	6058401	PEST SVCS	001-1400-514.30-46		8/2023	70.00
								Total	70.00
03/15/2023	1675	239	HOPKINS SALES CO INC	458287	PAPER & PLASTIC-DISPOSABL	001-3025-530.30-52		8/2023	58.02
				458287	PAPER & PLASTIC-DISPOSABL	001-3040-530.30-52		8/2023	70.32
				458315	PAPER & PLASTIC-DISPOSABL	001-3025-530.30-52		8/2023	32.11
				458315	PAPER & PLASTIC-DISPOSABL	001-3040-530.30-52		8/2023	32.12
				458940	PLASTICS	001-1400-514.30-52		8/2023	273.31
				459061		001-1400-514.30-52		9/2023	20.82
								Total	486.70
03/15/2023	1676	239	HOPKINS SALES CO INC	458013		001-2110-521.30-52		8/2023	102.32
				458418		001-2110-521.30-52		9/2023	40.37
				458952		001-2110-521.30-52		9/2023	35.97
								Total	178.66

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/15/2023	1677	239	HOPKINS SALES CO INC	459106		001-2110-521.30-52		9/2023	85.09
								Total	85.09
03/15/2023	1678	333	MID-ATLANTIC WASTE SYST	166630		001-3025-530.30-52		9/2023	714.00
				166856		001-3025-530.30-52		8/2023	153.50
								Total	867.50
03/15/2023	1679	826	MR ROOTER MID-SHORE	166152	SEWER ROOTER SERVICE	001-1400-514.30-46		9/2023	515.00
				52645	PW CONSTRUCTION & RELATED	001-3040-530.30-34		8/2023	12,150.00
								Total	12,665.00
03/15/2023	1680	2192	NORTHERN SAFETY CO INC	905285722	FIRST AID & SAFETY EQUIP.	001-3025-530.30-52		8/2023	214.32
				905285722	FIRST AID & SAFETY EQUIP.	001-3040-530.30-52		8/2023	257.28
								Total	471.60
03/15/2023	1681	2135	PATCHETT'S FIRE PREVENT	11147	SVCS/FIRE DEPT	001-2110-521.30-46		9/2023	578.00
								Total	578.00
03/15/2023	1682	413	R E MICHEL CO LLC	305261689		001-3010-530.30-56		9/2023	23.94
								Total	23.94
03/15/2023	1683	3166	REDYREF	47137	FEB PROCESSING FEES	001-1200-512.30-51		9/2023	3.96
								Total	3.96
03/15/2023	1684	1029	SHORE JANITORIAL SERVIC	0354	JANITORIAL SVCS	001-2010-520.30-46		9/2023	3,200.00
								Total	3,200.00
03/15/2023	1685	2544	SMARTSHEET INC	INV1200582	SUBSCRIPTION	001-1065-510.30-54		9/2023	249.00
				INV1200582	SUBSCRIPTION	001-1310-513.30-54		9/2023	747.00
				INV1200582	SUBSCRIPTION	001-1400-514.30-54		9/2023	249.00
				INV1200582	SUBSCRIPTION	001-2310-523.30-54		9/2023	1,245.00
				INV1200582	SUBSCRIPTION	001-3010-530.30-54		9/2023	996.00
								Total	3,486.00
03/15/2023	1686	461	SPURRY'S TIRE SERVICE I	68157	TIRES AND TUBES	001-3045-530.30-56		8/2023	1,788.00
				68698	DISMOUNT/MOUNT TRUCK TIRE	001-3040-530.30-56		8/2023	88.00
				69136	TIRES AND TUBES	001-3025-530.30-56		8/2023	538.00
				69476	TIRES AND TUBES	001-3040-530.30-46		8/2023	85.00
				69601	TIRES AND TUBES	001-3025-530.30-46		8/2023	441.00
				69690	TIRES AND TUBES	001-3040-530.30-56		8/2023	422.40
				69797	TRUCK TIRE REPAIR	001-3025-530.30-56		9/2023	72.80
								Total	3,435.20
03/15/2023	1687	461	SPURRY'S TIRE SERVICE I	69176	VEHICLE TIRE SVCS	001-2040-520.30-56		9/2023	773.20
				69635	VEHICLE TIRE SVCS	001-2040-520.30-56		9/2023	709.20
				69824	VEHICLE TIRE SVCS	001-2020-520.30-56		9/2023	280.00
								Total	1,762.40
03/15/2023	1688	2067	UTILITY EASTERN SHORE T	2285946	AUTO & TRUCK ACCESSORIES	001-3040-530.30-56		8/2023	85.65
				2285973	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		8/2023	42.25
								Total	127.90
03/15/2023	1689	530	WOR-WIC COMMUNITY COLLE	13021	TRAINING	001-2020-520.30-33		9/2023	8,448.00

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
								Total	8,448.00
03/22/2023	1690	2923	ACME AUTO LEASING LLC	23030075	POLICE VEHICLE LEASES	001-8010-580.70-71		9/2023	625.00
				23030088	POLICE VEHICLE LEASES	001-8010-580.70-71		9/2023	1,250.00
								Total	1,875.00
03/22/2023	1691	2689	AMAZON CAPITAL SERVICES	1DYV-4KHG-V3M4	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		9/2023	129.88
				1GYG-6XT4-673X	COMPUTERS,DP & WORD PROC.	001-1200-512.30-35		9/2023	34.91
				1GYG-6XT4-673X	MISCELLANEOUS PRODUCTS	001-2310-523.30-35		9/2023	304.05
				1GYG-6XT4-673X	COMPUTERS,DP & WORD PROC.	001-3010-530.30-52		9/2023	20.26
				1V6Q-LTCG-33RR	HAND TOOLS ,POW&NON POWER	001-1070-510.30-35		9/2023	42.95
				13JG-WCH6-FRQT	ELECTRONIC COMPONENTS	001-1070-510.30-35		9/2023	227.00
				14VP-GFTH-1WMF	EQUIP MAINT & REPAIR SERV	001-1310-513.30-35		9/2023	629.97
								Total	1,389.02
03/22/2023	1692	98	APG MEDIA OF CHESAPEAKE	031023	PUBLIC WORKS SUBSCRIPTION	001-3010-530.30-54		9/2023	191.89
								Total	191.89
03/22/2023	1693	98	APG MEDIA OF CHESAPEAKE	3015114	APPLICATION	001-1310-513.30-48		9/2023	78.75
				3015115	APPLICATION	001-1310-513.30-48		9/2023	96.25
								Total	175.00
03/22/2023	1694	45	BAY IMPRINT	2030818	MARKERS, PLAQUES,SIGNS	001-4010-540.30-52		9/2023	192.00
								Total	192.00
03/22/2023	1695	2060	BESTCO UA	032023	APRIL 2023 INSURANCE	001-7020-570.10-23		9/2023	12,327.80
								Total	12,327.80
03/22/2023	1696	2704	BURKE EQUIPMENT COMPANY	FEL-1006441	EQUIP MAINT & REPAIR SERV	001-3040-530.30-56		9/2023	454.99
				FEL-1006592	EQUIP MAINT & REPAIR SERV	001-3040-530.30-56		9/2023	1,057.73
								Total	1,512.72
03/22/2023	1697	3079	CARROLL INDEPENDENT FUE	105612-548635	2/1-15/23 FUEL PURCHASES	001-1070-510.30-55		9/2023	30.13
				105612-548635	2/1-15/23 FUEL PURCHASES	001-1400-514.30-55		9/2023	88.57
				105612-548635	2/1-15/23 FUEL PURCHASES	001-2010-520.30-55		9/2023	106.40
				105612-548635	2/1-15/23 FUEL PURCHASES	001-2020-520.30-55		9/2023	3,424.08
				105612-548635	2/1-15/23 FUEL PURCHASES	001-2040-520.30-55		9/2023	673.88
				105612-548635	2/1-15/23 FUEL PURCHASES	001-2210-522.30-55		9/2023	196.19
				105612-548635	2/1-15/23 FUEL PURCHASES	001-2220-522.30-55		9/2023	42.15
				105612-548635	2/1-15/23 FUEL PURCHASES	001-2310-523.30-55		9/2023	473.41
				105612-548635	2/1-15/23 FUEL PURCHASES	001-3010-530.30-55		9/2023	143.99
				105612-548635	2/1-15/23 FUEL PURCHASES	001-3025-530.30-55		9/2023	3,370.99
				105612-548635	2/1-15/23 FUEL PURCHASES	001-3040-530.30-55		9/2023	5,260.72
				105612-548635	2/1-15/23 FUEL PURCHASES	001-3045-530.30-55		9/2023	780.41
				105612-548635	2/1-15/23 FUEL PURCHASES	001-4010-540.30-55		9/2023	215.78
								Total	14,806.70
03/22/2023	1698	3115	CHESAPEAKE EMPLOYERS IN	030323	MARCH 2023 WORKERS COMP	001-1010-510.10-24		9/2023	5.20
				030323	MARCH 2023 WORKERS COMP	001-1050-510.10-24		9/2023	33.49
				030323	MARCH 2023 WORKERS COMP	001-1060-510.10-24		9/2023	1.70
				030323	MARCH 2023 WORKERS COMP	001-1065-510.10-24		9/2023	60.40
				030323	MARCH 2023 WORKERS COMP	001-1070-510.10-24		9/2023	76.54
				030323	MARCH 2023 WORKERS COMP	001-1075-510.10-24		9/2023	24.44

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/22/2023	1698	3115	CHESAPEAKE EMPLOYERS IN	030323	MARCH 2023 WORKERS COMP	001-1200-512.10-24		9/2023	160.86
				030323	MARCH 2023 WORKERS COMP	001-1310-513.10-24		9/2023	1,051.39
				030323	MARCH 2023 WORKERS COMP	001-1400-514.10-24		9/2023	694.59
				030323	MARCH 2023 WORKERS COMP	001-2010-520.10-24		9/2023	1,644.17
				030323	MARCH 2023 WORKERS COMP	001-2020-520.10-24		9/2023	8,391.97
				030323	MARCH 2023 WORKERS COMP	001-2030-520.10-24		9/2023	123.91
				030323	MARCH 2023 WORKERS COMP	001-2040-520.10-24		9/2023	3,882.09
				030323	MARCH 2023 WORKERS COMP	001-2110-521.10-24		9/2023	2,195.28
				030323	MARCH 2023 WORKERS COMP	001-2210-522.10-24		9/2023	781.01
				030323	MARCH 2023 WORKERS COMP	001-2220-522.10-24		9/2023	376.34
				030323	MARCH 2023 WORKERS COMP	001-2310-523.10-24		9/2023	1,408.63
				030323	MARCH 2023 WORKERS COMP	001-3010-530.10-24		9/2023	1,053.91
				030323	MARCH 2023 WORKERS COMP	001-3025-530.10-24		9/2023	1,570.41
				030323	MARCH 2023 WORKERS COMP	001-3040-530.10-24		9/2023	2,209.65
				030323	MARCH 2023 WORKERS COMP	001-3045-530.10-24		9/2023	1,507.81
				030323	MARCH 2023 WORKERS COMP	001-4010-540.10-24		9/2023	628.96
								Total	27,882.75
03/22/2023	1699	943	COMMUNITY ANIMAL HOSPIT	253127	SVCS - AXE/EASTON POLICE	001-2020-520.30-49		9/2023	119.00
								Total	119.00
03/22/2023	1700	129	DEPENDABLE SSR LLC	1652	BRUSH	001-3040-530.30-52		9/2023	223.78
				1653	BASEBALL DIAMOND MIX	001-4010-540.30-52		9/2023	1,658.33
								Total	1,882.11
03/22/2023	1701	2463	FIDELITY POWER SYSTEMS	FPS0085477	GENERATOR SVCS/PUBLIC WKS	001-3010-530.30-46		9/2023	730.00
								Total	730.00
03/22/2023	1702	2794	GILLESPIE PRECAST LLC	107022	FOUNDRY CASTINGS,EQUIP.	001-3045-530.30-52		9/2023	1,574.72
								Total	1,574.72
03/22/2023	1703	2094	GOVCONNECTION INC	73840194	COMPUTERS,DP & WORD PROC.	001-2010-520.30-52		9/2023	162.64
				73840194	COMPUTERS,DP & WORD PROC.	001-2020-520.30-52		9/2023	162.72
								Total	325.36
03/22/2023	1704	239	HOPKINS SALES CO INC	458948	PLASTICS	001-2010-520.30-52		9/2023	456.80
								Total	456.80
03/29/2023	1717	59	BRAMBLE INC, DAVID A	31618	ROAD/HWY MATERIALS ASPHLT	001-3045-530.30-52		9/2023	1,102.20
								Total	1,102.20
03/29/2023	1719	2228	FIRST STATE INSPECTION	267963	MONTHLY ELECTRIC INSP'S	001-2210-522.30-34		9/2023	3,500.00
								Total	3,500.00
03/29/2023	1720	678	GARDEN BASKET LLC, THE	13923	FRUIT/CRACKER BASKET	001-2010-520.30-49		9/2023	56.00
								Total	56.00
03/29/2023	1721	2571	HILYARD'S BUSINESS SOLU	INV245939	PRINTER REPAIR SERVICES	001-3010-530.30-46		9/2023	285.05
								Total	285.05
03/29/2023	1722	262	KEY ONE INC	118949	MASTER PAD LOCKS	001-4010-540.30-52		9/2023	368.00
								Total	368.00

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03/29/2023	1723	2142	LIVING ECOSYSTEMS	22-1275	SVCS/9169 HONEYSUCKLE DR	001-2220-522.30-34		9/2023	323.00
								Total	323.00
03/29/2023	1724	2478	MUNICIPAL EMERGENCY SVC	IN1843666	NAME TAPE,VELCRO BACKING	001-2020-520.30-37		9/2023	21.00
				IN1843669	NAME TAPE,VELCRO BACKING	001-2040-520.30-37		9/2023	47.00
								Total	68.00
03/29/2023	1725	1953	ULINE	160921970	SHIPPING AND HANDLING	001-3010-530.30-52		9/2023	567.61
								Total	567.61
03/29/2023	1726	506	UNEMPLOYMMENT TAX SERVI	14144	4/1-6/30/23 SERVICES	001-1065-510.30-49		9/2023	135.00
								Total	135.00
03/29/2023	1727	1686	YOUR DOCS IN	2643	SERVICES/EASTON POLICE	001-2010-520.30-31		9/2023	90.00
								Total	90.00
03/01/2023	81796	2292	A-1 SANITATION SERVICE	407796	SERVICES	001-2020-520.30-44		8/2023	115.00
								Total	115.00
03/01/2023	81798	2383	BROWN, FRANKLIN O	022523	BASKETBALL OFFICIAL SVCS	001-4010-540.30-34	PK0704	8/2023	105.00
								Total	105.00
03/01/2023	81799	1603	CINTAS FIRST AID & SAFE	5144011057	SUPPLIES/EASTON POLICE	001-2010-520.30-52		8/2023	99.64
								Total	99.64
03/01/2023	81800	2760	COOK, DORSEY D	022523	BASKETBALL OFFICIAL SVCS	001-4010-540.30-34	PK0704	8/2023	280.00
								Total	280.00
03/01/2023	81801	2874	CUSTIS JR, WILLIAM L	022523	BASKETBALL OFFICIAL SVCS	001-4010-540.30-34	PK0704	8/2023	245.00
								Total	245.00
03/01/2023	81802	3134	EAST COAST POLY SOLUTIO	020623	STORM DRAIN SERVICES	001-3040-530.30-34		8/2023	3,484.00
								Total	3,484.00
03/01/2023	81803	170	EASTON UTILITIES	020923		001-2110-521.30-43		8/2023	747.50
				020923		001-2310-523.30-43		8/2023	87.44
				020923		001-4010-540.30-43		8/2023	621.51
								Total	1,456.45
03/01/2023	81804	181	EWING DIETZ FOUNTAIN &	329	LEGAL SVCS/RETAINER	001-1010-510.30-31		8/2023	2,834.51
				329	LEGAL SVCS/RETAINER	001-1050-510.30-31		8/2023	205.00
				329	LEGAL SVCS/RETAINER	001-1060-510.30-31		8/2023	246.00
				329	LEGAL SVCS/RETAINER	001-1150-511.30-31		8/2023	164.00
				329	LEGAL SVCS/RETAINER	001-1310-513.30-31		8/2023	4,694.50
				329	LEGAL SVCS/RETAINER	001-2210-522.30-31		8/2023	902.00
				329	LEGAL SVCS/RETAINER	001-2310-523.30-31		8/2023	1,517.00
				329	LEGAL SVCS/RETAINER	001-3010-530.30-31		8/2023	41.00
				329	LEGAL SVCS/RETAINER	001-4010-540.30-31	23-63	8/2023	922.50
				329	LEGAL SVCS/RETAINER	001-6000-560.30-31		8/2023	1,291.50
								Total	12,818.01
03/01/2023	81805	3120	FIRST CHOICE GARAGE DOO	23427418	GARAGE DOOR SVCS/PUB WKS	001-3010-530.30-46		8/2023	750.00
								Total	750.00

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03/01/2023	81807	258	JONES PEST CONTROL	012623	MONTHLY PEST SVCS	001-2110-521.30-46		8/2023	475.00
				012623A	MONTHLY PEST SVCS	001-2110-521.30-46		8/2023	75.00
								Total	550.00
03/01/2023	81808	2648	KEY RISK	2851005	ADJUSTMENT	001-2010-520.10-24		8/2023	752.81
								Total	752.81
03/01/2023	81809	1786	LOCAL GOVT INSURANCE TR	121904	VEHICLE SCHEDULE CHANGES	001-7030-570.30-45		8/2023	529.00
				122016	VEHICLE SCHEDULE CHANGES	001-2010-520.30-38		8/2023	3.00
				122016	VEHICLE SCHEDULE CHANGES	001-7030-570.30-45		8/2023	426.00
				122079	VEHICLE SCHEDULE CHANGES	001-7030-570.30-45		8/2023	395.00-
				122174	VEHICLE SCHEDULE CHANGES	001-2010-520.30-38		8/2023	20.00-
								Total	543.00
03/01/2023	81810	2289	M SAVAGE LANDSCAPE VEG.	022123	SVCS/DEAD TREE REMOVALS	001-4010-540.30-34		8/2023	4,000.00
								Total	4,000.00
03/01/2023	81811	322	MARYLAND ENVIRONMENTAL	334575	2/1-2/15/23 WASTE SVCS	001-3025-530.30-34		8/2023	24,765.48
								Total	24,765.48
03/01/2023	81812	2533	MCI	021123		001-2010-520.30-41		8/2023	35.35
								Total	35.35
03/01/2023	81813	2642	MOTOROLA SOLUTIONS INC	608866	COMPUTERS,DP & WORD PROC.	001-2010-520.30-46		8/2023	2,765.80
								Total	2,765.80
03/01/2023	81814	364	NORTHERN TOOL & EQUIPME	51776093	HAND TOOLS ,POW&NON POWER	001-3040-530.30-52		8/2023	923.48
								Total	923.48
03/01/2023	81815	2351	OPTUM BANK	022423		001-0000-217.21-00		8/2023	1,313.99
								Total	1,313.99
03/01/2023	81816	381	PAUGH III, GEORGE L.	022023	RETIREMENT	001-2010-520.30-58		8/2023	750.00
								Total	750.00
03/01/2023	81817	2901	QUADIENT FINANCE USA IN	021923	POSTAGE	001-1400-514.30-41		8/2023	550.34
								Total	550.34
03/01/2023	81818	3005	RELIABLE CONCRETE SERVI	1315	CONCRETE SERVICES	001-3040-530.30-34		8/2023	4,926.50
				1316	CONCRETE SERVICES	001-3040-530.30-34		8/2023	2,814.25
				1318	CONCRETE SERVICES	001-3040-530.30-34		8/2023	3,269.87
								Total	11,010.62
03/01/2023	81819	9999999	RYAN TAX COMPLIANCE SER	000202722	TAX REFUNDS	001-0000-201.00-00		8/2023	19.63
								Total	19.63
03/01/2023	81820	2879	SCHUSTER CONCRETE READY	563177	CONCRETE	001-3040-530.30-52		8/2023	1,588.05
				563299	CONCRETE	001-3040-530.30-52		8/2023	844.03
								Total	2,432.08
03/01/2023	81821	3160	SHORE LEADERSHIP	2023-17	TUITION FEE/CLASS OF 2023	001-1075-510.30-33		8/2023	2,750.00
								Total	2,750.00

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03/01/2023	81822	3118	TOWN & COUNTRY ROOFING/	012223	POLICE DEPT FACIA REPAIRS	001-2010-520.30-46		8/2023	705.00
								Total	705.00
03/01/2023	81823	2614	UNIFIRST CORPORATION	1430052739	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	96.83
				1430052740	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	15.99
				1430052740	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	44.26
				1430052740	PUBLIC WORKS UNIFORMS	001-3045-530.30-36		8/2023	53.31
				1430052741	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	34.35
				1430052741	PUBLIC WORKS UNIFORMS	001-3010-530.30-46		8/2023	10.00
				1430052742	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	88.53
				1430052743	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	24.23
				1430054113	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	96.83
				1430054114	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	15.99
				1430054114	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	44.26
				1430054114	PUBLIC WORKS UNIFORMS	001-3045-530.30-36		8/2023	53.31
				1430054115	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	34.70
				1430054115	PUBLIC WORKS UNIFORMS	001-3010-530.30-46		8/2023	10.00
				1430054116	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	88.53
				1430054117	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	24.23
								Total	735.35
03/01/2023	81824	2251	VERIZON	021323		001-1010-510.30-41		8/2023	5.66
				021323		001-1050-510.30-41		8/2023	12.74
				021323		001-1060-510.30-41		8/2023	10.75
				021323		001-1065-510.30-41		8/2023	22.71
				021323		001-1200-512.30-41		8/2023	30.68
				021323		001-1310-513.30-41		8/2023	22.71
				021323		001-2210-522.30-41		8/2023	30.68
				021323		001-2220-522.30-41		8/2023	22.71
				021323		001-2310-523.30-41		8/2023	30.68
				021323		001-3010-530.30-41		8/2023	199.18
				021323		001-4010-540.30-41		8/2023	9.88
				021323A		001-2110-521.30-41		8/2023	1,124.97
								Total	1,523.35
03/01/2023	81825	2251	VERIZON	021323		001-2010-520.30-41		8/2023	988.87
				021523		001-2010-520.30-41		8/2023	46.10
				021523A		001-2010-520.30-41		8/2023	98.08
								Total	1,133.05
03/01/2023	81826	9999999	WILLOW CONSTRUCTION, LL	000200602	TAX REFUNDS	001-0000-201.00-00		8/2023	3,336.06
								Total	3,336.06
03/01/2023	81827	1220	XEROX CORPORATION	018211458	COPIER MAINT	001-1200-512.30-46		8/2023	159.19
								Total	159.19
03/01/2023	81828	918	ZEP SALES & SERVICE	9008174849	FLOOR WAX	001-2110-521.30-52		8/2023	1,210.00
								Total	1,210.00
03/08/2023	81829	3113	ARMIGER'S AUTO CENTER	1236	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		8/2023	190.00
								Total	190.00
03/08/2023	81830	1584	ATLANTIC TACTICAL	SI-80796582	POLICE EQUIPMENT & SUPPLY	001-2040-520.30-35		9/2023	277.44

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								Total	277.44
03/08/2023	81831	1575	B&H PHOTO-VIDEO	210951463	PHOTOGRAPHIC EQUIPMENT	001-1065-510.30-35		9/2023	346.26
								Total	346.26
03/08/2023	81832	2921	CANON FINANCIAL SERVICE	30053798	COPIER MAINT	001-2010-520.30-46		9/2023	137.08
								Total	137.08
03/08/2023	81833	3006	DELMARVA DOCUMENT SOLUT	INV7400	COPIER MAINT	001-2210-522.30-46		8/2023	37.80
				INV7578	COPIER MAINT	001-2210-522.30-46		8/2023	33.93
				INV7767	COPIER MAINT	001-2210-522.30-46		8/2023	6.00
								Total	77.73
03/08/2023	81834	2970	DYNAMIC DIESEL LLC	2007	DOT INSP/T3 REFUSE TRUCK	001-3025-530.30-46		8/2023	90.00
								Total	90.00
03/08/2023	81835	170	EASTON UTILITIES	021623		001-2010-520.30-43		8/2023	110.31
				021623		001-2310-523.30-43		8/2023	262.86
				021623		001-3010-530.30-43		8/2023	1,634.00
				021623		001-4010-540.30-43		8/2023	126.08
				021623		001-6000-560.30-43	ED2301	8/2023	1,008.89
				11115	JAN '23 ST LIGHT MAINT	001-3040-530.30-43		8/2023	99.45
								Total	3,241.59
03/08/2023	81836	221	HAHN CO INC, IRVIN H	59884	BUCKLE/EASTON POLICE	001-2010-520.30-37		9/2023	120.30
								Total	120.30
03/08/2023	81837	3163	JOHN E REID & ASSOCIATE	SCE4E743-0001	TRAINING/NORMAN SOVA	001-2040-520.30-33		8/2023	630.00
								Total	630.00
03/08/2023	81838	3162	LAGUNA FLOOR CARE	566	FLOOR RESTORATION	001-2110-521.30-46		8/2023	1,302.50
								Total	1,302.50
03/08/2023	81839	3003	LANGE, NICHOLAS C	022123	APPLY PATCH TO UNIFORM	001-2020-520.30-37		9/2023	64.00
								Total	64.00
03/08/2023	81840	2889	LEDNUM, TRACY PETTY CAS	030623	PETTY CASH	001-1075-510.30-41		9/2023	56.20
				030623	PETTY CASH	001-1310-513.30-49		9/2023	185.00
				030623	PETTY CASH	001-1400-514.30-50		9/2023	61.37
				030623	PETTY CASH	001-1400-514.30-52		9/2023	15.00
				030623	PETTY CASH	001-2110-521.30-37		9/2023	10.00
				030623	PETTY CASH	001-2310-523.30-49		9/2023	180.00
				030623	PETTY CASH	001-3010-530.30-41		9/2023	9.10
				030623	PETTY CASH	001-4020-540.30-49		9/2023	217.12
								Total	733.79
03/08/2023	81841	1597	MARYLAND POLICE & CORRE	ADP23101	LODGING CHARGES	001-2020-520.30-40		8/2023	125.00
				ADP23103	TRAINING	001-2020-520.30-33		8/2023	140.00
								Total	265.00
03/08/2023	81842	2725	NEIGHBORHOOD SERVICE CE	022823	COMMUNITY BREAKFAST	001-1010-510.30-39		8/2023	15.00
				022823	COMMUNITY BREAKFAST	001-1060-510.30-39		8/2023	15.00
								Total	30.00

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03/08/2023	81843	2351	OPTUM BANK	030323		001-0000-217.21-00		9/2023	1,313.99
								Total	1,313.99
03/08/2023	81844	3164	P.H.I.A.	030123	SEMINAR/HEATHER HANSON	001-2040-520.30-33		9/2023	300.00
								Total	300.00
03/08/2023	81845	2497	POTOMAC VALLEY BRICK &	3852697	MORTAR MIX	001-3040-530.30-52		8/2023	49.00
								Total	49.00
03/08/2023	81846	1390	SUPERION LLC	374255	MAINTENANCE	001-1010-510.30-46		8/2023	460.85
				374255	MAINTENANCE	001-1050-510.30-46		8/2023	460.85
				374255	MAINTENANCE	001-1060-510.30-46		8/2023	460.85
				374255	MAINTENANCE	001-1065-510.30-46		8/2023	230.42
				374255	MAINTENANCE	001-1070-510.30-46		8/2023	230.42
				374255	MAINTENANCE	001-1075-510.30-46		8/2023	282.42
				374255	MAINTENANCE	001-1200-512.30-46		8/2023	2,259.28
				374255	MAINTENANCE	001-1310-513.30-46		8/2023	1,098.68
				374255	MAINTENANCE	001-1400-514.30-46		8/2023	1,790.91
				374255	MAINTENANCE	001-2010-520.30-46		8/2023	3,476.17
				374255	MAINTENANCE	001-2110-521.30-46		8/2023	101.56
				374255	MAINTENANCE	001-2210-522.30-46		8/2023	1,212.99
				374255	MAINTENANCE	001-2220-522.30-46		8/2023	142.84
				374255	MAINTENANCE	001-2310-523.30-46		8/2023	101.56
				374255	MAINTENANCE	001-3010-530.30-46		8/2023	265.15
				374255	MAINTENANCE	001-4010-540.30-46		8/2023	101.56
								Total	12,676.51
03/08/2023	81847	3165	TALBOT BIBLE CHURCH	030323	REFUND/SPECIAL EXCEPTION	001-0000-341.01-00		9/2023	700.00
								Total	700.00
03/08/2023	81849	1336	TRI GAS & OIL CO INC	3828210	PROPANE/FIRE SUBSTATION	001-2110-521.30-43		8/2023	504.91
								Total	504.91
03/08/2023	81850	2614	UNIFIRST CORPORATION	1400556396	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	96.83
				1400556397	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	15.99
				1400556397	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	97.57
				1400556398	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	34.35
				1400556398	PUBLIC WORKS UNIFORMS	001-3010-530.30-46		8/2023	10.00
				1400556399	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	88.53
				1430055318	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	96.83
				1430055319	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		8/2023	15.99
				1430055319	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	44.26
				1430055319	PUBLIC WORKS UNIFORMS	001-3045-530.30-36		8/2023	53.31
				1430055320	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	34.35
				1430055320	PUBLIC WORKS UNIFORMS	001-3010-530.30-46		8/2023	10.00
				1430055321	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		8/2023	88.53
				1430055322	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	24.23
				1430056400	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		8/2023	24.23
								Total	735.00
03/08/2023	81851	714	VERIZON WIRELESS	9927952534		001-1070-510.30-41		8/2023	140.34
				9928121515		001-1010-510.30-41		8/2023	207.75
				9928121515		001-1050-510.30-41		8/2023	31.75

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/08/2023	81851	714	VERIZON WIRELESS	9928121515		001-1060-510.30-41		8/2023	31.50
				9928121515		001-1065-510.30-41		8/2023	41.55
				9928121515		001-1070-510.30-41		8/2023	851.77
				9928121515		001-1075-510.30-41		8/2023	88.10
				9928121515		001-1310-513.30-41		8/2023	41.55
				9928121515		001-1400-514.30-41		8/2023	63.00
				9928121515		001-2210-522.30-41		8/2023	83.05
				9928121515		001-2310-523.30-41		8/2023	252.66
				9928121515		001-3010-530.30-41		8/2023	563.31
				9928121515		001-4010-540.30-41		8/2023	146.05
								Total	2,542.38
03/08/2023	81852	1810	VULCAN CONSTRUCTION MAT	42249745	STONES	001-3040-530.30-52	PW2301	8/2023	1,162.54
								Total	1,162.54
03/08/2023	81853	9999999	WILLOW CONSTRUCTION, LL	000200602	TAX REFUNDS	001-0000-201.00-00		9/2023	2,073.63
								Total	2,073.63
03/08/2023	81854	1220	XEROX CORPORATION	018211456	COPIER MAINT	001-2010-520.30-46		8/2023	13.80
								Total	13.80
03/15/2023	81855	1609	ATLANTIC TRACTOR	S47487	TRACTOR REPAIRS	001-3045-530.30-56		9/2023	4,232.98
								Total	4,232.98
03/15/2023	81856	1972	AUTOZONE INC	1835697765	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		8/2023	79.40
				1835702489	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		9/2023	116.52
								Total	195.92
03/15/2023	81857	1926	AVON PAINT & WALLPAPER	A0072859	PAINT SAMPLE	001-1400-514.30-50		9/2023	6.39
								Total	6.39
03/15/2023	81859	9999999	BUILDING BRIDGES THERAP	000202509	TAX REFUNDS	001-0000-201.00-00		9/2023	356.59
								Total	356.59
03/15/2023	81860	6	CARTER MACHINERY COMPAN	4269891	HORN	001-3040-530.30-56		8/2023	113.01
				4269892	BUMPER, RETAINER	001-3040-530.30-56		8/2023	33.86
				4269893	MISC SUPPLIES	001-3040-530.30-56		8/2023	10.38
				4277584		001-3040-530.30-56		8/2023	65.51-
				4283249	HORN	001-3040-530.30-56		8/2023	114.57
				4286144	PIN	001-3040-530.30-56		8/2023	321.14
				4290189		001-3040-530.30-56		8/2023	321.14-
				4296070		001-3040-530.30-56		8/2023	1,137.40
				4298965		001-3040-530.30-56		8/2023	412.50
								Total	1,756.21
03/15/2023	81861	1522	CHANEY ENTERPRISES	123021448		001-3040-530.30-52		9/2023	1,617.19
								Total	1,617.19
03/15/2023	81862	3161	CHESAPEAKE HYDRO-WASH L	9147	WASH EASTON SIGNS	001-1400-514.30-46		9/2023	600.00
								Total	600.00
03/15/2023	81863	1059	CHOPTANK ELECTRIC COOPE	030223	ST LIGHTS/EASTON CLUB E	001-3040-530.30-43		9/2023	1,021.00
								Total	1,021.00

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03/15/2023	81864	2134	COXON, MEGAN M	031023	REIMB/MEALS-TRAINING	001-2040-520.30-40		9/2023	26.46
								Total	26.46
03/15/2023	81865	2975	DELAWARE ELEVATOR SERVI	374896	MONTHLY MAINT	001-1400-514.30-46		9/2023	124.00
								Total	124.00
03/15/2023	81867	2970	DYNAMIC DIESEL LLC	2015	DOT INSPECTION T34	001-3045-530.30-56		9/2023	90.00
								Total	90.00
03/15/2023	81870	2680	EASTERN SHORE AUTO PART	489909		001-2110-521.30-56		8/2023	37.73
				490187		001-2020-520.30-56		8/2023	138.54
				490192		001-2020-520.30-56		8/2023	18.00-
				490347		001-2020-520.30-56		8/2023	288.70
				490412	AUTO & TRUCK MAINT. ITEMS	001-3040-530.30-56		8/2023	25.37
				490455	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	42.42
				490636	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	3.55
				490771	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	7.04
				490839	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	9.40
				491213	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	27.16
				491442		001-3010-530.30-56		9/2023	263.23
				491444	AUTO & TRUCK MAINT. ITEMS	001-3010-530.30-56		9/2023	77.83
				491466	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	27.16
				491483		001-3010-530.30-56		9/2023	263.23-
				491495	AUTO & TRUCK MAINT. ITEMS	001-3010-530.30-56		9/2023	255.04
				491552	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	3.37
				491570	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	3.55
				491713	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	8.90
				491790	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	20.00
				491815	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	8.90
				491847	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	42.67
				491871	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	7.96
								Total	1,017.29
03/15/2023	81871	2369	EASTON ECONOMIC DEVELOP	117	SPONSORSHIP/FIRE & ICE	001-6000-560.30-48		9/2023	1,050.00
								Total	1,050.00
03/15/2023	81874	162	EASTON HARDWARE INC	179620	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-56		9/2023	87.99
				179686	FASTENERS, FASTENING DEVS	001-3025-530.30-52		9/2023	5.19
				179695		001-1400-514.30-52		9/2023	2.54
				180065		001-1400-514.30-52		9/2023	9.19
				180393	MISCELLANEOUS PRODUCTS	001-3010-530.30-52		9/2023	46.80
				180523	HAND TOOLS ,POW&NON POWER	001-3045-530.30-52		9/2023	13.68
				180717	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		9/2023	26.97
				180730		001-1400-514.30-52		9/2023	4.32
				180819		001-1400-514.30-52		9/2023	.81
				181417		001-2110-521.30-50		9/2023	.72
				181499		001-2110-521.30-50		9/2023	7.20
				181618		001-4010-540.30-52	19-76	9/2023	74.16
				181728		001-1400-514.30-52		9/2023	9.00
				181885		001-1400-514.30-52		9/2023	4.50
				181992		001-2110-521.30-50		9/2023	141.30
				182138		001-4010-540.30-52	19-76	9/2023	84.25
				182462	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		9/2023	28.98

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03/15/2023	81874	162	EASTON HARDWARE INC	182583		001-4010-540.30-52	19-76	9/2023	71.55
				182600		001-4010-540.30-52	19-76	9/2023	38.34
				182628		001-1400-514.30-52		9/2023	.54
				182706		001-4010-540.30-52	19-76	9/2023	41.05
				182766		001-2110-521.30-52		9/2023	34.95
				182786	HAND TOOLS ,POW&NON POWER	001-3040-530.30-52		9/2023	45.00
				182812	LUMBER& RELATED PRODUCTS	001-3040-530.30-52		9/2023	8.10
				182815	LUMBER& RELATED PRODUCTS	001-3040-530.30-52		9/2023	16.20
				182871	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-56		9/2023	4.32
				183612	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		9/2023	25.20
				183733		001-4010-540.30-52	19-76	9/2023	36.00
								Total	868.85
03/15/2023	81875	170	EASTON UTILITIES	022323		001-1010-510.30-41		9/2023	71.10
				022323		001-1050-510.30-41		9/2023	94.80
				022323		001-1060-510.30-41		9/2023	118.50
				022323		001-1065-510.30-41		9/2023	142.20
				022323		001-1070-510.30-41		9/2023	118.50
				022323		001-1075-510.30-41		9/2023	118.50
				022323		001-1200-512.30-41		9/2023	284.40
				022323		001-1310-513.30-41		9/2023	189.60
				022323		001-1400-514.30-43		9/2023	2,725.80
				022323		001-2010-520.30-41		9/2023	2,007.10
				022323		001-2010-520.30-43		9/2023	6,554.70
				022323		001-2110-521.30-43		9/2023	2,987.16
				022323		001-2210-522.30-41		9/2023	284.40
				022323		001-2220-522.30-41		9/2023	142.20
				022323		001-2310-523.30-41		9/2023	284.40
				022323		001-3010-530.30-41		9/2023	284.40
				022323		001-3010-530.30-43		9/2023	2,286.42
				022323		001-3040-530.30-43		9/2023	10,729.88
				022323		001-4010-540.30-41		9/2023	71.10
				022323		001-4010-540.30-43		9/2023	346.26
				022323		001-6000-560.30-41	ED2301	9/2023	165.90
				022723		001-1400-514.30-43		9/2023	163.13
								Total	30,170.45
03/15/2023	81876	2848	ENTERPRISE FM TRUST	FBN4697580	VEHICLE LEASES/PW DEPT	001-3010-530.30-44		9/2023	10,030.55
								Total	10,030.55
03/15/2023	81877	2990	KELLY BENEFITS	030923	ACCT #282459/MAR 2023 INS	001-0000-217.12-00		9/2023	241,451.52
				030923	ACCT #282459/MAR 2023 INS	001-1010-510.10-23		9/2023	45.99
				030923	ACCT #282459/MAR 2023 INS	001-1050-510.10-23		9/2023	74.75
				030923	ACCT #282459/MAR 2023 INS	001-1060-510.10-23		9/2023	3.15
				030923	ACCT #282459/MAR 2023 INS	001-1065-510.10-23		9/2023	356.93
				030923	ACCT #282459/MAR 2023 INS	001-1200-512.10-23		9/2023	344.11
				030923	ACCT #282459/MAR 2023 INS	001-1310-513.10-23		9/2023	226.09
				030923	ACCT #282459/MAR 2023 INS	001-2010-520.10-23		9/2023	579.26
				030923	ACCT #282459/MAR 2023 INS	001-2020-520.10-23		9/2023	1,095.77
				030923	ACCT #282459/MAR 2023 INS	001-2040-520.10-23		9/2023	278.10
				030923	ACCT #282459/MAR 2023 INS	001-2110-521.10-23		9/2023	2,415.95
				030923	ACCT #282459/MAR 2023 INS	001-2210-522.10-23		9/2023	205.80
				030923	ACCT #282459/MAR 2023 INS	001-2220-522.10-23		9/2023	31.31

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03/15/2023	81877	2990	KELLY BENEFITS	030923	ACCT #282459/MAR 2023 INS	001-2310-523.10-23		9/2023	262.61
				030923	ACCT #282459/MAR 2023 INS	001-3010-530.10-23		9/2023	150.70
				030923	ACCT #282459/MAR 2023 INS	001-3025-530.10-23		9/2023	370.66
				030923	ACCT #282459/MAR 2023 INS	001-3040-530.10-23		9/2023	224.31
				030923	ACCT #282459/MAR 2023 INS	001-3045-530.10-23		9/2023	381.67
				030923	ACCT #282459/MAR 2023 INS	001-4010-540.10-23		9/2023	13.97
				030923	ACCT #282459/MAR 2023 INS	001-7020-570.10-23		9/2023	19,665.48
				030923	ACCT #282459/MAR 2023 INS	001-7030-570.10-23		9/2023	7,438.06
								Total	275,616.19
03/15/2023	81878	2561	KONICA MINOLTA BUSINESS	9009168383		001-1065-510.30-46		9/2023	6.13
								Total	6.13
03/15/2023	81880	9999999	LORRAINE GOULD	LORRAINE GOULD	OFFSET APD ITEM	001-4010-540.10-11		9/2023	200.00
								Total	200.00
03/15/2023	81884	278	LOWE'S	01011	HARDWARE,AND ALLIED ITEMS	001-3010-530.30-52		8/2023	46.80
				01047		001-1400-514.30-52		8/2023	53.19
				01075		001-2110-521.30-50		8/2023	7.78
				01093	PAINTS,COATINGS,WALLPAPER	001-3040-530.30-52		8/2023	85.32
				01147	HAND TOOLS ,POW&NON POWER	001-3010-530.30-52		8/2023	66.49
				01167		001-1400-514.30-52		8/2023	93.18
				01187	JANITORIAL SUPPLIES	001-3025-530.30-52		8/2023	61.07
				01254		001-1400-514.30-52		8/2023	12.34
				01258	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-56		8/2023	58.35
				01263		001-1400-514.30-52		8/2023	9.46
				01404	ROAD/HWY MAT NONASPHALTIC	001-3040-530.30-52		9/2023	404.40
				01674	LUMBER& RELATED PRODUCTS	001-3040-530.30-52		8/2023	85.96
				01709	HARDWARE,AND ALLIED ITEMS	001-3045-530.30-52		8/2023	307.20
				01770		001-3040-530.30-52		8/2023	17.19-
				01785	HARDWARE,AND ALLIED ITEMS	001-3010-530.30-52		8/2023	106.67
				01786		001-3040-530.30-52		9/2023	247.52
				01822	HARDWARE,AND ALLIED ITEMS	001-3010-530.30-52		8/2023	59.56
				02021		001-6000-560.30-50	ED2301	8/2023	28.56
				02279		001-2110-521.30-52		8/2023	17.09
				02332		001-2110-521.30-50		8/2023	38.44
				02403	LUMBER& RELATED PRODUCTS	001-3040-530.30-52		8/2023	20.12
				02403	HARDWARE,AND ALLIED ITEMS	001-3045-530.30-52		8/2023	61.72
				02520	PAINTS,COATINGS,WALLPAPER	001-3040-530.30-52		8/2023	39.78
				02669		001-3010-530.30-50		8/2023	10.08
				02682	HARDWARE,AND ALLIED ITEMS	001-3010-530.30-52		8/2023	10.34
				02694	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		8/2023	130.88
				02714	HARDWARE,AND ALLIED ITEMS	001-3010-530.30-52		8/2023	20.68
				02728	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		8/2023	37.97
				02849	ELECTRICAL EQUIP & SUPPLY	001-3010-530.30-52		8/2023	1.98
				02992		001-1400-514.30-52		8/2023	8.06
				02992	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		8/2023	72.13
				10175		001-4010-540.30-52		8/2023	162.47
				10770	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		8/2023	41.52
				11301	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		9/2023	12.32
				11734		001-1070-510.30-52		8/2023	250.16
				37044		001-1400-514.30-52		8/2023	19.92
				37195	LUMBER& RELATED PRODUCTS	001-3010-530.30-52		8/2023	35.10

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03/15/2023	81884	278	LOWE'S	37249		001-6000-560.30-50	ED2301	8/2023	189.28
				37261	HARDWARE,AND ALLIED ITEMS	001-3040-530.30-52		8/2023	95.90
				37525		001-3010-530.30-52		8/2023	8.54
				37703		001-1400-514.30-52		8/2023	9.01
				37778		001-2110-521.30-50		8/2023	33.71-
								Total	2,976.44
03/15/2023	81885	1922	MAHDC	030823	MEMBERSHIP DUES	001-1310-513.30-54		9/2023	150.00
								Total	150.00
03/15/2023	81886	322	MARYLAND ENVIRONMENTAL	334629	2/16-28/22 WASTE SVCS	001-3025-530.30-34		9/2023	19,038.32
								Total	19,038.32
03/15/2023	81887	2533	MCI	021923		001-2010-520.30-41		9/2023	36.94
								Total	36.94
03/15/2023	81888	2379	MIDATLANTIC TIRE PROS	77156	POLICE VEH. TIRE SVCS	001-2020-520.30-56		9/2023	183.22
								Total	183.22
03/15/2023	81889	1213	MML POLICE EXECUTIVE AS	030923	APR 17-20 TRAINING EVENT	001-2010-520.30-33		9/2023	165.00
				030923	APR 17-20 TRAINING EVENT	001-2020-520.30-33		9/2023	165.00
				030923	APR 17-20 TRAINING EVENT	001-2040-520.30-33		9/2023	330.00
								Total	660.00
03/15/2023	81890	2725	NEIGHBORHOOD SERVICE CE	031423	COMMUNITY BREAKFAST	001-1010-510.30-39		9/2023	45.00
								Total	45.00
03/15/2023	81891	2404	NORTHEASTERN SUPPLY INC	3726102	VALVE	001-2110-521.30-50		8/2023	191.78
								Total	191.78
03/15/2023	81892	2351	OPTUM BANK	031023		001-0000-217.21-00		9/2023	1,313.99
								Total	1,313.99
03/15/2023	81894	448	SHERWIN-WILLIAMS CO, TH	1978-0		001-1400-514.30-52		8/2023	28.09
				4549-8		001-1400-514.30-50		9/2023	205.55
								Total	233.64
03/15/2023	81895	2513	SITEONE LANDSCAPE SUPPL	126606330-001	PIPE FITTINGS	001-3040-530.30-52		8/2023	25.81
				126931465-001	BASIC SEED MIXTURE	001-3040-530.30-52		9/2023	105.17
								Total	130.98
03/15/2023	81896	2263	TRACTOR SUPPLY CREDIT P	804359		001-4010-540.30-50		9/2023	84.99
				804885		001-2020-520.30-49		9/2023	83.99
				805284		001-2020-520.30-49		9/2023	167.98
								Total	336.96
03/15/2023	81897	2785	UNIVERSITY OF MARYLAND	2313	ROAD SAFETY CLASS	001-3040-530.30-33		9/2023	45.00
								Total	45.00
03/15/2023	81899	714	VERIZON WIRELESS	9928399276		001-2010-520.30-41		9/2023	3,507.65
								Total	3,507.65
03/15/2023	81900	1064	VERMEER ALL ROADS	A74000		001-3040-530.30-56		8/2023	71.20

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
								Total	71.20
03/22/2023	81901	1584	ATLANTIC TACTICAL	SI-80797542	POLICE EQUIPMENT & SUPPLY	001-2040-520.30-52		9/2023	2,149.44
				SI-80797545	POLICE EQUIPMENT & SUPPLY	001-2020-520.30-52		9/2023	3,358.50
				SI-80797604	POLICE EQUIPMENT & SUPPLY	001-2040-520.30-52		9/2023	940.38
								Total	6,448.32
03/22/2023	81902	2914	BOUND TREE MEDICAL LLC	84876611	MISC POLICE SUPPLIES	001-2020-520.30-52		9/2023	101.87
								Total	101.87
03/22/2023	81904	2735	CHOPTANK SUPPLY INC	493196	RADIO & TELECOMMUNICATION	001-3040-530.30-52		8/2023	71.99
				495143	HAND TOOLS ,POW&NON POWER	001-3040-530.30-52		9/2023	749.97
								Total	821.96
03/22/2023	81906	1224	DEAN'S JANITORIAL SERVI	21941	MONTHLY JANITOR SVCS	001-3010-530.30-34		9/2023	480.00
				21959	MONTHLY JANITOR SVCS	001-1400-514.30-34		9/2023	1,090.00
				21959	MONTHLY JANITOR SVCS	001-6000-560.30-34	ED2301	9/2023	260.00
								Total	1,830.00
03/22/2023	81907	191	DPSCS- - ITCD	AB3-02-324	SVCS/EASTON POLICE DEPT	001-2010-520.30-46		9/2023	7.00
				AB3-02-324	SVCS/EASTON POLICE DEPT	001-2020-520.30-46		9/2023	35.00
								Total	42.00
03/22/2023	81908	181	EWING DIETZ FOUNTAIN &	330	LEGAL SVCS/RETAINER	001-1010-510.30-31		9/2023	2,460.00
				330	LEGAL SVCS/RETAINER	001-1050-510.30-31		9/2023	881.50
				330	LEGAL SVCS/RETAINER	001-1060-510.30-31		9/2023	512.50
				330	LEGAL SVCS/RETAINER	001-1065-510.30-31		9/2023	61.50
				330	LEGAL SVCS/RETAINER	001-1075-510.30-31		9/2023	369.00
				330	LEGAL SVCS/RETAINER	001-1200-512.30-31		9/2023	61.50
				330	LEGAL SVCS/RETAINER	001-1310-513.30-31		9/2023	4,141.00
				330	LEGAL SVCS/RETAINER	001-2010-520.30-31		9/2023	143.50
				330	LEGAL SVCS/RETAINER	001-2210-522.30-31		9/2023	594.50
				330	LEGAL SVCS/RETAINER	001-2310-523.30-31		9/2023	1,722.00
				330	LEGAL SVCS/RETAINER	001-4010-540.30-31	19-76	9/2023	1,107.00
				330	LEGAL SVCS/RETAINER	001-6000-560.30-31		9/2023	738.00
								Total	12,792.00
03/22/2023	81909	190	FEDEX	8-060-12814		001-1310-513.30-41		9/2023	104.07
								Total	104.07
03/22/2023	81910	2062	HAVTECH SERVICE DIVISIO	S-229569	CONTRACT SCHEDULED MAINT	001-2110-521.30-46		9/2023	1,203.50
								Total	1,203.50
03/22/2023	81911	226	HEALTH ENHANCEMENT CENT	59016	SERVICES	001-4010-540.30-31		9/2023	69.00
								Total	69.00
03/22/2023	81912	2063	HERTRICH FORD OF EASTON	5049447	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	123.06
				5049448		001-2020-520.30-56		8/2023	560.82
				5049462		001-2020-520.30-56		8/2023	75.00-
				5049525	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	214.47
				5049605	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		8/2023	37.24
				5049631		001-2020-520.30-56		9/2023	485.82
				5049678	AUTO & TRUCK MAINT. ITEMS	001-3025-530.30-56		9/2023	139.32

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/22/2023	81912	2063	HERTRICH FORD OF EASTON	6097908	VEHICLE REPAIR	001-4010-540.30-56		9/2023	1,071.13
								Total	2,556.86
03/22/2023	81913	2063	HERTRICH FORD OF EASTON	6097652		001-2020-520.30-56		9/2023	887.42
				6097768		001-2020-520.30-56		9/2023	2,603.59
				6097826		001-2020-520.30-56		9/2023	548.63
								Total	4,039.64
03/22/2023	81914	3125	HOWARD UNIFORM COMPANY	246965-05	CLOTHING/EASTON POLICE	001-2010-520.30-37		9/2023	1,190.00
				246965-05	CLOTHING/EASTON POLICE	001-2020-520.30-37		9/2023	215.00
								Total	1,405.00
03/22/2023	81915	3007	JIMENEZ TOWING LLC	1128	TOW SVCS/EASTON POLICE	001-2020-520.30-56		9/2023	150.00
								Total	150.00
03/22/2023	81916	3168	KNOTTS TOWING LLC	23-8861	TOW SVCS/EASTON POLICE	001-2020-520.30-56		9/2023	200.00
								Total	200.00
03/22/2023	81918	2849	MID-SHORE FIRE SERVICE	1469	ENGINE 65 REPAIRS	001-2110-521.30-56		9/2023	1,100.00
								Total	1,100.00
03/22/2023	81919	2351	OPTUM BANK	031723		001-0000-217.21-00		9/2023	1,313.99
								Total	1,313.99
03/22/2023	81920	2118	PLUGGE, JESSICA PETTY C	031723	EPD PETTY CASH	001-2010-520.30-41		9/2023	5.40
				031723	EPD PETTY CASH	001-2010-520.30-49		9/2023	54.22
				031723	EPD PETTY CASH	001-2010-520.30-52		9/2023	59.38
								Total	119.00
03/22/2023	81921	3005	RELIABLE CONCRETE SERVI	1324	SVCS/C&G,SIDEWALK	001-3040-530.30-34		9/2023	1,786.00
								Total	1,786.00
03/22/2023	81922	9999999	RICHARD FARR	RICHARD FARR	ADVANCE - LEAP CONF.	001-1075-510.30-39		9/2023	183.00
								Total	183.00
03/22/2023	81923	2998	TALBOT COUNTY REPURPOSI	23-10618	FEB 2023 SERVICES	001-3040-530.30-52		9/2023	200.00
				23-10618	FEB 2023 SERVICES	001-3045-530.30-52	21-31	9/2023	80.00
				23-10618	FEB 2023 SERVICES	001-4010-540.30-52	23-60	9/2023	380.00
								Total	660.00
03/22/2023	81924	2251	VERIZON	030123		001-1200-512.30-41		9/2023	197.26
				030123		001-2010-520.30-41		9/2023	66.50
				030123		001-2210-522.30-41		9/2023	72.22
				030123		001-3010-530.30-41		9/2023	64.93
								Total	400.91
03/22/2023	81925	1220	XEROX CORPORATION	018284591	COPIER MAINT	001-1310-513.30-46		9/2023	219.70
				018284592	COPIER MAINT	001-2010-520.30-46		9/2023	157.17
								Total	376.87
03/23/2023	81926	1289	SALISBURY INC	443152-IN	RETIREMENT GIFTS	001-2010-520.30-58		9/2023	601.00
				443152-IN	RETIREMENT GIFTS	001-3010-530.30-58		9/2023	300.50
								Total	901.50

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/29/2023	81928	2292	A-1 SANITATION SERVICE	409567	PORTABLE TOILET SVCS	001-2020-520.30-44		9/2023	115.00
								Total	115.00
03/29/2023	81929	3113	ARMIGER'S AUTO CENTER	1316	LAWN MAINTENANCE EQUIP	001-3040-530.30-52		9/2023	300.00
				1577	LAWN MAINTENANCE EQUIP	001-3040-530.30-52		9/2023	210.00
								Total	510.00
03/29/2023	81930	9999999	BRIAN SPECTOR	000102390	TAX REFUNDS	001-0000-201.00-00		9/2023	83.30
								Total	83.30
03/29/2023	81931	65	BRINSFIELD FENCE CO INC	1341	SPORTING & ATHLETIC EQUIP	001-4010-540.30-46		9/2023	550.00
								Total	550.00
03/29/2023	81933	1603	CINTAS FIRST AID & SAFE	5148820170	FIRST AID & SAFETY EQUIP.	001-3025-530.30-52		9/2023	105.40
				5148820170	FIRST AID & SAFETY EQUIP.	001-3040-530.30-52		9/2023	105.40
								Total	210.80
03/29/2023	81934	9999999	COASTAL RETREAT STUDIOS	000202717	TAX REFUNDS	001-0000-201.00-00		9/2023	197.60
								Total	197.60
03/29/2023	81935	1929	CONSUMER PROTECTION DIV	032323	JAN 2023 HOME BLDR FUND	001-0000-201.03-00		9/2023	100.00
				032323A	FEB 2023 HOME BLDR FUND	001-0000-201.03-00		9/2023	100.00
								Total	200.00
03/29/2023	81936	170	EASTON UTILITIES	031023		001-2110-521.30-43		9/2023	806.94
				031023		001-2310-523.30-43		9/2023	79.65
				031023		001-4010-540.30-43		9/2023	580.63
								Total	1,467.22
03/29/2023	81937	2604	GPS INTERNATIONAL TECHN	29234	FLEET TRACKING DEVICES	001-3040-530.30-34		9/2023	2,418.00
								Total	2,418.00
03/29/2023	81938	221	HAHN CO INC, IRVIN H	59155	SHIPPING AND HANDLING	001-2020-520.30-37		9/2023	2,266.00
								Total	2,266.00
03/29/2023	81939	1864	HANSON, HEATHER L	032223	REIMB/COLLEGE CLASSES	001-2040-520.30-33		9/2023	1,962.00
								Total	1,962.00
03/29/2023	81940	226	HEALTH ENHANCEMENT CENT	59013	SERVICES/EASTON POLICE	001-2010-520.30-31		9/2023	235.00
								Total	235.00
03/29/2023	81941	2804	HILL REPORT LTD, THE	032123	1 YR SUBSCRIPTION	001-1065-510.30-54		9/2023	300.00
								Total	300.00
03/29/2023	81942	2973	HUTCHISON EQUIPMENT REP	326	EQUIP MAINT & REPAIR SERV	001-3040-530.30-46		9/2023	1,158.71
								Total	1,158.71
03/29/2023	81943	1141	KELLNER, ERIC M	032423	RETIREMENT	001-2010-520.30-58		9/2023	750.00
								Total	750.00
03/29/2023	81944	2990	KELLY BENEFITS	032723	ACCT #282459/APR 2023 INS	001-0000-217.12-00		9/2023	244,758.96
				032723	ACCT #282459/APR 2023 INS	001-1010-510.10-23		9/2023	45.99
				032723	ACCT #282459/APR 2023 INS	001-1050-510.10-23		9/2023	74.75

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/29/2023	81944	2990	KELLY BENEFITS	032723	ACCT #282459/APR 2023 INS	001-1060-510.10-23		9/2023	3.15
				032723	ACCT #282459/APR 2023 INS	001-1065-510.10-23		9/2023	339.29
				032723	ACCT #282459/APR 2023 INS	001-1200-512.10-23		9/2023	344.11
				032723	ACCT #282459/APR 2023 INS	001-1310-513.10-23		9/2023	226.09
				032723	ACCT #282459/APR 2023 INS	001-2010-520.10-23		9/2023	579.26
				032723	ACCT #282459/APR 2023 INS	001-2020-520.10-23		9/2023	1,095.77
				032723	ACCT #282459/APR 2023 INS	001-2040-520.10-23		9/2023	278.10
				032723	ACCT #282459/APR 2023 INS	001-2110-521.10-23		9/2023	2,415.95
				032723	ACCT #282459/APR 2023 INS	001-2210-522.10-23		9/2023	205.80
				032723	ACCT #282459/APR 2023 INS	001-2220-522.10-23		9/2023	31.31
				032723	ACCT #282459/APR 2023 INS	001-2310-523.10-23		9/2023	262.61
				032723	ACCT #282459/APR 2023 INS	001-3010-530.10-23		9/2023	150.70
				032723	ACCT #282459/APR 2023 INS	001-3025-530.10-23		9/2023	370.66
				032723	ACCT #282459/APR 2023 INS	001-3040-530.10-23		9/2023	224.31
				032723	ACCT #282459/APR 2023 INS	001-3045-530.10-23		9/2023	381.67
				032723	ACCT #282459/APR 2023 INS	001-4010-540.10-23		9/2023	32.22
				032723	ACCT #282459/APR 2023 INS	001-7020-570.10-23		9/2023	19,665.48
				032723	ACCT #282459/APR 2023 INS	001-7030-570.10-23		9/2023	7,438.06
								Total	278,924.24
03/29/2023	81945	322	MARYLAND ENVIRONMENTAL	334683	3/1-15/23 WASTE SVCS	001-3025-530.30-34		9/2023	27,672.46
				614519	3/1-15/23 WASTE SVCS	001-3025-530.30-34		9/2023	5,216.70
								Total	32,889.16
03/29/2023	81946	2781	MARYLAND TRANSPORTATION	B1531127062682	TOLLS	001-3040-530.30-49		9/2023	12.00
								Total	12.00
03/29/2023	81947	2533	MCI	031123		001-2010-520.30-41		9/2023	35.35
								Total	35.35
03/29/2023	81948	2351	OPTUM BANK	032423		001-0000-217.21-00		9/2023	1,313.99
								Total	1,313.99
03/29/2023	81958	2901	QUADIENT FINANCE USA IN	032123	POSTAGE	001-1400-514.30-41		9/2023	2,022.74
								Total	2,022.74
03/29/2023	81959	2879	SCHUSTER CONCRETE READY	566161	CONCRETE	001-3045-530.30-52		9/2023	1,158.90
								Total	1,158.90
03/29/2023	81960	470	STAPLES CREDIT PLAN	13168		001-3010-530.30-52		9/2023	9.99
				49786		001-1060-510.30-51		9/2023	39.19
				49786		001-1200-512.30-51		9/2023	22.98
				49786		001-3010-530.30-51		9/2023	65.89
				51973		001-1060-510.30-51		9/2023	8.97
								Total	147.02
03/29/2023	81961	726	TRANS UNION LLC	02306039	SERVICES/EASTON POLICE	001-2010-520.30-31		9/2023	105.00
								Total	105.00
03/29/2023	81962	1336	TRI GAS & OIL CO INC	3879091	PROPANE/SUBSTATION	001-2110-521.30-43		9/2023	625.01
								Total	625.01
03/29/2023	81963	2614	UNIFIRST CORPORATION	1430057475	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		9/2023	96.83

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/29/2023	81963	2614	UNIFIRST CORPORATION	1430057476	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		9/2023	15.99
				1430057476	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		9/2023	44.26
				1430057476	PUBLIC WORKS UNIFORMS	001-3045-530.30-36		9/2023	53.31
				1430057477	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		9/2023	544.54
				1430057478	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		9/2023	34.35
				1430057478	PUBLIC WORKS UNIFORMS	001-3010-530.30-46		9/2023	10.00
				1430057479	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		9/2023	88.53
				1430057480	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		9/2023	24.23
				1430058586	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		9/2023	96.83
				1430058587	PUBLIC WORKS UNIFORMS	001-3025-530.30-36		9/2023	15.99
				1430058587	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		9/2023	44.26
				1430058587	PUBLIC WORKS UNIFORMS	001-3045-530.30-36		9/2023	53.31
				1430058588	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		9/2023	67.35
				1430058588	PUBLIC WORKS UNIFORMS	001-3010-530.30-46		9/2023	10.00
				1430058589	PUBLIC WORKS UNIFORMS	001-3040-530.30-36		9/2023	88.53
				1430058590	PUBLIC WORKS UNIFORMS	001-3010-530.30-36		9/2023	24.23
								Total	1,312.54
03/29/2023	81964	9999999	U5 FOODS #4	000202428	TAX REFUNDS	001-0000-201.00-00		9/2023	451.88
								Total	451.88
03/29/2023	81965	2423	VERIZON BUSINESS	08480267		001-2010-520.30-41		9/2023	41.74
								Total	41.74
03/29/2023	81966	1220	XEROX CORPORATION	018423404		001-2010-520.30-46		9/2023	13.29
				018423406		001-1200-512.30-46		9/2023	157.49
								Total	170.78
					211 Checks	** Fund Total			997,432.58

Bank: 00 SHORE UNITED BANK

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/01/2023	81797	2466	BARROW & SONS LLC	2321	SVCS/22 S LOCUST ST	120-5000-550.30-34	TC0601	8/2023	12,039.00
				2324	SVCS/22 KELLY GIBSON ST	120-5000-550.30-34	TC0601	8/2023	11,607.00
								Total	23,646.00
03/01/2023	81804	181	EWING DIETZ FOUNTAIN &	329	LEGAL SVCS/RETAINER	120-5000-550.30-31	TC0601	8/2023	164.00
								Total	164.00
03/22/2023	81903	3017	BUILDING AFRICAN AMERIC	032023	COMM LEGACY GRANT CL-2022	120-5000-550.30-49	GS2201	9/2023	41,197.50
								Total	41,197.50
03/22/2023	81905	3065	CHRIS JORDAN EXTERIORS	751	SVCS/AFFORDABLE HOUSING	120-5000-550.30-34	TC0601	9/2023	9,850.00
								Total	9,850.00
03/22/2023	81908	181	EWING DIETZ FOUNTAIN &	330	LEGAL SVCS/RETAINER	120-5000-550.30-31	TC0601	9/2023	123.00
								Total	123.00
						5 Checks	** Fund Total		74,980.50

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/15/2023	1669	179	EWING INC, PAUL T	492437		390-4010-540.60-62	23-60	8/2023	3,406.60
				492616		390-4010-540.60-62	23-60	8/2023	173.00
								Total	3,579.60
03/15/2023	1672	2675	GROFF TRACTOR MID ATLAN	RSA055458-3	EQUIPMENT RENTAL	390-4010-540.60-62	23-60	9/2023	5,500.00
				RSA055458-4	EQUIPMENT RENTAL	390-4010-540.60-62	23-60	9/2023	2,428.12-
				RSA055590-2	EQUIPMENT RENTAL	390-4010-540.60-62	23-60	9/2023	4,520.00
								Total	7,591.88
03/22/2023	1705	2478	MUNICIPAL EMERGENCY SVC	IN1833385	MISC/EASTON POLICE	390-2010-520.60-64	23-16	9/2023	34.00
				IN1838520	POINT BLANK VESTS/POLICE	390-2010-520.60-64	23-16	9/2023	2,048.06
								Total	2,082.06
03/29/2023	1718	3169	ECOTONE ACQUISITION COR	2210018*01	WINDMILLL BR STREAM REST.	390-2310-523.60-63	ARP014	9/2023	274,866.00
								Total	274,866.00
03/29/2023	1722	262	KEY ONE INC	118949	MASTER PAD LOCKS	390-4010-540.60-63	19-76	9/2023	208.00
								Total	208.00
03/29/2023	1724	2478	MUNICIPAL EMERGENCY SVC	IN1843036	BALLISTIC VESTS,CARRIERS	390-2010-520.60-64	23-16	9/2023	2,048.06
								Total	2,048.06
03/01/2023	81820	2879	SCHUSTER CONCRETE READY	563440	CONCRETE	390-4010-540.60-63	19-76	8/2023	767.80
								Total	767.80
03/08/2023	81848	2455	TALBOT SOIL CONSERVATIO	030623	REVIEW EROSION/SED PLANS	390-2310-523.60-63	22-23	9/2023	200.00
								Total	200.00
03/08/2023	81852	1810	VULCAN CONSTRUCTION MAT	42243474	STONE	390-4010-540.60-62	23-60	8/2023	5,305.68
								Total	5,305.68
03/15/2023	81858	2534	BUILDERS FIRST SOURCE	63656474	FENCING - RTT	390-4010-540.60-63	19-76	8/2023	6,665.70
								Total	6,665.70
03/15/2023	81866	144	DUVALL BROTHERS INC	23-02-16	HAULED MATERIAL	390-4010-540.60-62	23-60	9/2023	25,182.50
								Total	25,182.50
03/15/2023	81868	146	E D SUPPLY CO INC	6675-1217744	PVC PIPE	390-4010-540.60-62	23-60	8/2023	1,052.13
				6675-1218209	PVC PIPE	390-4010-540.60-62	23-60	8/2023	68.92
								Total	1,121.05
03/15/2023	81879	1080	LANE ENGINEERING LLC	57987	ENGINEERING SVCS	390-2310-523.60-63	23-35	9/2023	110.00
								Total	110.00
03/15/2023	81893	2780	RUMMEL KLEPPER & KAHL L	22082.000-8	SVCS/EAST AVE/MID-TOWN	390-2310-523.60-63	ARP012	9/2023	11,621.55
				22083.000-8	SVCS/HARRISON ST DESIGN	390-2310-523.60-63	ARP011	9/2023	5,894.44
								Total	17,515.99
03/15/2023	81898	3167	VALLEY SUPPLY & EQUIPME	R00379	EQUIPMENT RENTAL	390-4010-540.60-63	19-76	9/2023	5,300.00
								Total	5,300.00
03/22/2023	81917	3158	LED LIGHTING SOLUTIONS	INV30807	LED CROSSWALK SIGNS	390-4010-540.60-63	19-76	9/2023	20,803.11
								Total	20,803.11

Bank: 00 SHORE UNITED BANK

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/23/2023	81927	181	EWING DIETZ FOUNTAIN &	032323	2ND DEPOSIT/WOODLAND PK	390-4010-540.60-61	23-63	9/2023	25,000.00
								Total	25,000.00
03/29/2023	81959	2879	SCHUSTER CONCRETE READY	565222	CONCRETE	390-2310-523.60-63	23-30	9/2023	797.80
				565535	CONCRETE	390-2310-523.60-63	23-30	9/2023	1,032.33
				565812	CONCRETE	390-2310-523.60-63	23-30	9/2023	1,612.35
				565813	CONCRETE	390-2310-523.60-63	23-30	9/2023	796.60
				566052	CONCRETE	390-2310-523.60-63	23-30	9/2023	654.45
				566053	CONCRETE	390-2310-523.60-63	23-30	9/2023	575.38
								Total	5,468.91
						18 Checks	** Fund Total		403,816.34

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CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/08/2023	1653	801	ARNESEN TERMITE/PEST CO	97939	PEST CONTROL SVCS	601-6000-560.30-46	EDMY01	8/2023	60.00
								Total	60.00
03/15/2023	1671	213	GEORGE'S GREEN THUMB IN	022723	SVCS/DISTRICT CT BLDG	601-6000-560.30-46	EDMY01	9/2023	2,560.50
								Total	2,560.50
03/15/2023	1679	826	MR ROOTER MID-SHORE	166141	SVCS/DISTRICT COURT	601-6000-560.30-34	EDMY01	8/2023	450.00
				166228	SVCS/DISTRICT COURT	601-6000-560.30-34	EDMY01	8/2023	450.00
								Total	900.00
03/15/2023	1684	1029	SHORE JANITORIAL SERVIC	0353	JANITORIAL SVCS	601-6000-560.30-46	EDMY01	9/2023	2,700.00
								Total	2,700.00
03/15/2023	81875	170	EASTON UTILITIES	022323		601-6000-560.30-43	EDMY01	9/2023	1,868.45
								Total	1,868.45
						5 Checks	** Fund Total		8,088.95

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CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
03/29/2023	81932	2756	CADELL & ASSOCIATES LLC	032223	APPRAISAL/MISTLETOE DR	605-0000-164.00-00	19-90	9/2023	750.00
								Total	750.00

1 Checks ** Fund Total 750.00

240 Checks *** Bank Total 1,485,068.37

240 Checks **** Grand Total 1,485,068.37

BANK	NAME	FUND		AMOUNT	
00	SHORE UNITED BANK	001	GENERAL FUND	997,432.58	
		120	CDBG	74,980.50	
		390	CAPITAL EQUIPMENT FUND	403,816.34	
		601	LAND ENTERPRISE	8,088.95	
		605	AIRPORT INDUSTRIAL LAND	750.00	
			Total	1,485,068.37	*
			Grand Total	1,485,068.37	*