



Town Council AGENDA

Monday, April 1, 2024 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

4:30 PM Building Department/Codes Workshop.

Energy Code.

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

Opening remarks and Pledge of Allegiance by Councilmember Rev. Davis.

Approval of Minutes.

Minutes of the March 18, 2024 meetings.

Presentation by EEDC of Parade Winners for St. Patrick's Day Parade.

Municipal Official Items.

Items by Mayor Cook.

Confirmation of Appointments to Attainable Housing Task Force.

Items by Town Manager

Public Assembly Event: Frederick Douglas Parade - 9/28/2024.

Accept recommendation from Town Engineer, Rick VanEmburch for the purchase of the Traffic Signal Controller for 5 Corners from Econolite in the amount of \$19,625.94.

Items by Town Attorney.

Introduction of Corrigan & Trippe Ventures, LLC Annexation.

Res. No. 6185, "A RESOLUTION TO ANNEX A PARCEL OF LAND OWNED BY CORRIGAN TRIPPE VENTURES, LLC LOCATED ON THE EAST SIDE OF OCEAN GATEWAY/US ROUTE 50, CONSISTING OF 17.329 ACRES OF LAND, MORE OR LESS, INTO THE TOWN OF EASTON AND TO PROVIDE FOR THE TERMS AND CONDITIONS OF THE ANNEXATION."

Ord. No. 811, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF EASTON TO APPLY THE R-10A RESIDENTIAL ZONING DISTRICT TO CERTAIN LOTS OR PARCELS OF LAND ANNEXED TO THE TOWN OF EASTON BY RESOLUTION NO. 6185 LOCATED TO THE EAST OF OCEAN GATEWAY/.US ROUTE 50 CONSISTING OF 17.329 ACRES OF LAND, MORE OR LESS."

Public Hearings.

(cont'd.) PUBLIC HEARING to solicit public comment on Ord. 809, which proposes amendment to Chapter 28 of the Town Code (Zoning). The purpose of the proposed amendments is to revise the Code to regulate cannabis-related uses in light of the State of Maryland's approval of various recreational cannabis uses.

Ord. 809, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING CHAPTER 28 OF THE TOWN CODE (ZONING).

5:35 PM PUBLIC HEARING to discuss Res. No. 6181.

Res. No. 6181, "A RESOLUTION OF THE TOWN OF EASTON AMENDING THE CHARTER OF THE TOWN OF EASTON REGARDING THE SUPERVISOR OF ELECTIONS."

Public Participation/Comments.

Items by Members of the Council:

Adjournment.

Workshop to discuss exempt, non-exempt employees and budget preparation.

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.

CHAPTER 6 BUILDING CODES

§ 6-1. Chapter Title

§ 6-2. General References

Article I. Building Codes Administration.

§ 6-3. Applications and Permits.

§ 6-4. Application Construction Documents.

§ 6-5. Fees.

§ 6-6. Inspections.

§ 6-7. Certificate of Occupancy.

§ 6-8. Violations.

§ 6-9. Stop Work Order.

§ 6-10. Unsafe Structure and Equipment.

Article II. Building Codes for; Commercial, Residential and Industrial Buildings.

§ 6-11. Incorporated by Reference.

Article III. Building Codes for Residential One and Two Family Dwellings.

§ 6-12. Incorporated by Reference.

Article IV. Electrical Codes

§ 6-13. Incorporated by Reference.

Article V. Energy Codes

§ 6-14. Incorporated by Reference.

Article VI. Fuel Gas Codes

§ 6-15. Incorporated by Reference.

Article VII. Mechanical Codes

§ 6-16. Incorporated by Reference.

Article VIII. Plumbing Codes

§ 6-17. Incorporated by Reference.

Editor's Note. -- The Codes incorporated herein have copies on file in the Code Enforcement Office – Building Inspection Division, where they may be examined between the hours of 8:30 A.M. and 4:00 P.M., Monday through Friday, except on holidays. (Historical reference Ordinances: 16, 17, 25, 27, 33, 34, 41, 42, 44, 45, 71, 73, 76, 82, 86, 90, 93, 110, 115, 180, 238, 325, 405, 417, 566, 567, 568, 599, 600, 601, 602, 603, 604 and 605)

§ 6-1. Chapter Title. That this chapter shall be known and may be cited as “Building Codes” for the Town of Easton, Maryland. (Ordinance 547 effective July 1st 2009)

§ 6-2. General References. That this chapter shall reference General Provisions – Chapter 1, Licenses – Chapter 14, Plumbing – Chapter 20, Zoning – Chapter 28 of the Code of the Town of Easton. (Ordinance 547 effective July 1st 2009)

Article I: Building Codes Administration

§ 6-3 Applications and Permits. (Ordinance 562 effective November 8th 2009)

§ 6-3.1 Applications for Permit. To obtain a permit, the applicant shall first file an application(s) therefor in writing on a form furnished by the Building Inspection Division for that purpose. Such applications shall: (Ordinance 562 effective November 8th 2009)

1. Identify and describe the work to be covered.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
3. Indicate the use and occupancy for which the proposed work is intended.
4. Be accompanied by construction documents and other information as required.
5. State the valuation of the proposed work.

6. Be signed by the applicant, or the applicant's authorized agent.
7. Give such other data and information as required by the code official.

Exception for Repairs. Application or notice to the code official is not required for ordinary repairs to structures. Repairs include the restoration to good or sound condition of any part of an existing building for the purpose of its maintenance. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structure beam or load bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements, nor shall repairs include addition to, alteration of, replacement or relocation of any plumbing, gas mechanical or electrical system.

Exception for Emergency Situations: Where repair or replacement must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the Building Inspection Division.

§ 6-3.2 Action on Application: The code official shall examine or cause to be examined all application for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of all pertinent laws or if the application is incomplete for appropriate review, the code official shall reject such application in writing, stating the reasons therefor. If the code official is satisfied that the proposed work conforms to the requirements of these codes and all laws and ordinances applicable thereto, the code official shall issue a permit therefor as soon as practicable. (Ordinance 562 effective November 8th 2009)

§ 6-3.2.1 Substantially Improved or Substantially Damaged Existing Building and Dwellings. For applications for alteration, addition, or other improvement of existing buildings or dwellings located in an area prone to flooding, the code official shall examine or cause to be examined the construction documents and shall prepare a finding with regard to the value of the proposed work. If the code official finds that the value of the proposed work equals or exceeds 50 percent of the market value of the building or dwelling, the applications shall meet the requirements for Flood Resistant Construction. (Ordinance 562 effective November 8th 2009)

§ 6-3.3 Time Limitation of Application: An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the code official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated. (Ordinance 562 effective November 8th 2009)

§ 6-3.5 Permit Required. Any owner or authorized agent who intends to construct, enlarge, alter, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by these codes, or to cause any such work to be done, shall first make application to the code official and obtain the required permit. A building permit, or application shall not be transferred from one applicant's name to another's without express written approval of the code official. (Ordinance 562 effective November 8th 2009)

§ 6-3.6 Work Exempt from Permit. Except that the work included below shall be exempt from the requirement for a permit. Exemption from the permit requirements of these codes shall not be deemed to grant authorization for work to be done in violation of the provisions of these codes. (Ordinance 562 effective November 8th 2009)

§ 6-3.6.1 Building and Dwelling Codes: (Ordinance 562 effective November 8th 2009 and Ordinance 578 effective November 8th 2010)

1. Residential Accessory Structures that are; not greater than 220 square feet in floor area, with an eave height of 10 feet or less and are not permanently fixed to the ground by a foundation.

Provided the accessory structure is anchored to the ground, on a flat and level surface area, by means of screw anchors or other anchor device to prevent overturning in high winds.

2. Retaining walls which are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or II-A liquids.
3. Docks, piers, shoreline protection. However, a zoning certificate must be obtained from Town of Easton Planning and Zoning Department.
4. Sidewalks and driveways not more than 30 inches above grade and not over any basement or story below and which are not part of an accessible route.
5. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
6. Temporary motion picture, television and theater stage sets and scenery.
7. ??? Prefabricated swimming pools accessory to one and two family dwellings occupancy which are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
8. Swings and other playground equipment accessory to one- and two-family dwellings.
9. Window awnings supported by an exterior wall of one and two family dwellings and Group U occupancies. However, a zoning certificate from the Easton Planning and Zoning office is required.
10. Movable cases, counters and partitions not over 5 feet 9 inches in height.
11. Tents and other membrane structures erected for a period of less than 180 days. Provided the accessory structure is anchored to the ground, on a flat and level surface area, by means of screw anchors or other anchor device to prevent overturning in high winds.

§ 6-3.6.2 Fuel Gas Codes: (Ordinance 562 effective November 8th 2009)

1. Portable heating appliance.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

§ 6-3.6.3 Mechanical Codes: (Ordinance 562 effective November 8th 2009)

1. Portable heating appliance.
2. Portable ventilation equipment.
3. Portable cooling unit.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by these codes.
5. Replacement of any part which does not alter its approval or make it unsafe.
6. Portable evaporative cooler.
7. Self-contained refrigeration system containing 10 pounds (4.54 kg) or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.

§ 6-3.6.4 Plumbing Codes: (Ordinance 562 effective November 8th 2009)

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material such work shall be considered as new work and a permit shall be obtained and inspection made as provided in these codes.
2. The clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

§ 6-3.6.5 Electrical Codes: (Ordinance 562 effective November 8th 2009)

1. ~~Installation of one single phase, 20 ampere or less, electrical branch circuit.~~ (Re-number 2-5)

2. Installation or replacement of equipment approved for connection to suitable permanently installed receptacles.
3. Replacement of devices: switches, lamp sockets and receptacles.
4. Repair or replacement of branch circuit over current devices of the required capacity in the same location.
5. Minor maintenance and repairs such as tightening connections on a device.

§ 6-3.6.6 Public service agencies. A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies by established right. (Ordinance 562 effective November 8th 2009)

§ 6-3.7 Temporary Structures and Uses. The code official is authorized to issue a permit for temporary structures and temporary uses. Such permits shall be limited in classification and to the time of service as follows: (Ordinance 578 effective November 8th 2010, historical reference 562)

1. Temporary Structures including Marketplace Buildings, Mobile Offices and Storage Trailers shall be limited to the time of service, but shall not be permitted for more than **1095** days.

Exception: Temporary Structures time of service may be permitted for more than 1095 days; upon written request of the property owner prior to the expiration of the time of service and inspection by the code official. The code official is authorized to renew the time of service upon approval for up to an additional **365** days for each written request and inspection.

2. Temporary Structures with an associated Building Permit including Mobile Offices and Storage Trailers may be used on construction sites for the duration of a Building Permit if such structures are incidental to the construction work being performed on site. When such work is completed or abandoned, the temporary structure shall be removed.
3. Temporary Uses of Existing; Buildings and Dwellings shall be limited to the time of service, but shall not be permitted for more than **180** days. The code official is authorized to grant extension for demonstrated cause of an additional **180** days.

§ 6-3.7.1 Temporary Power. The code official is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate or completion has been issued. The part covered by the temporary certificate shall comply with the requirements within these codes for temporary lighting, heat or power. (Ordinance 562 effective November 8th 2009)

§ 6-3.7.2 Termination of Approval. The code official is authorized to terminate such permit for a temporary structure or use and to order the temporary structure or use to be discontinued. (Ordinance 562 effective November 8th 2009)

§ 6-3.8 Validity of Permit. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of these codes or of any other ordinance of the Town. Permits presuming to give authority to violate or cancel the provisions of these codes or other ordinances of the Town shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the code official from requiring the correction of errors in the construction, construction documents and other data. The code official is authorized to prevent occupancy or use of a structure which are in violation of these codes or of any other ordinances of the Town. (Ordinance 562 effective November 8th 2009)

§ 6-3.9 Expiration. Every permit issued shall become: invalid unless the work on the permit is commenced within 180 days after the permit's issuance or expired if the commenced work is suspended or abandoned for a period greater than 180 days from the last inspection. Validation of commencement shall be through required inspections and, suspension or abandonment shall be through periodic inspections by the Building Inspection

Division, All permits shall expire 630 days from the date of their issuance. The code official is authorized to grant, in writing, one or more extensions of time, for periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated. (Ordinance 562 effective November 8th 2009)

§ 6-3.10 Suspension or Revocation. The code official is authorized to suspend, revoke or withhold any permits or future permits to such contractor, developer, or owner issued under the provisions of these codes whenever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or if the contractor, developer, or owner is in violation of any ordinance or regulation or any of the provisions of these codes or any other code, ordinance or provision of law applicable within the Town of Easton. Permits that are being withheld shall continue to be withheld until all violations, penalties and fees have been corrected and paid, if any. (Ordinance 562 effective November 8th 2009)

§ 6-3.11 Placement of Permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the Building Inspection Division. (Ordinance 562 effective November 8th 2009)

§ 6-3.12 Responsibility. It shall be the duty of every person who performs work for the installation or repair of building, dwelling, electrical, gas, mechanical or plumbing systems, for which these codes are applicable, to comply with these codes. (Ordinance 562 effective November 8th 2009)

§ 6-4 Application Construction Documents.

§ 6-4.1 Submittal Documents. Construction documents, special inspection and structural observation programs, and other data shall be submitted in one or more sets with each application for a permit. The construction documents shall be prepared by a registered design professional as defined by the statutory requirements of the professional registration laws of the State of Maryland. Where special conditions exist, the code official is authorized to require additional construction documents to be prepared by a registered design professional, the cost of which shall be borne by the owner or developer. All construction documents shall be submitted with sufficient clarity and detail to show the nature of the work to be performed. (Ordinance 562 effective November 8th 2009)

Exception: The code official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that reviewing of construction documents is not necessary to obtain compliance with these codes.

§ 6-4.2 Design Professional. When it is required that documents be prepared by a registered design professional, the code official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered design professional in responsible charge. The code official shall be notified in writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties. (Ordinance 562 effective November 8th 2009)

§ 6-4.2.1 Submittal Documents. The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, for compatibility with the design of the building. (Ordinance 562 effective November 8th 2009)

§ 6-4.2.2 Structural Observation. Where structural observation is required, the inspection program shall name the individual firms who are to perform structural observation and describe the stages of construction at which structural observation is to occur. (Ordinance 562 effective November 8th 2009)

§ 6-4.3 Information on Construction Documents. Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the code official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of these codes and relevant laws, ordinances, rules and regulations, as determined by the code official. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.1 Fire Protection System Shop Drawings. Fire protection system requirements may be concurrently covered in the state Fire Code, Article 38A, ⁰⁰3-67 (State Fire Prevention Code, Public Safety Article, §§6-101—6-202), and COMAR 29.06.01. The State Fire Code is enforced by the State Fire Marshal or authorized fire official. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.2 Means of Egress. The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of these codes. The construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.4 Exterior Wall Envelope. Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with these codes. The construction documents shall provide the details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves, or parapets, means of drainage, water-resistive membrane, and details around openings. The construction documents shall, only as required by the code official, include manufacturing installation instructions that provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system, which was tested, where applicable, as well as the test procedure used. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.5 Site Plan. The construction documents submitted with the application for permit shall be accompanied by a site plan, including existing and proposed structures on the site, distances from lot lines and between buildings and dwellings, grades, including all utilities, water, sewer, electric, telephone; and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show the size and location of construction to be demolished and existing structures and construction that are to remain on the site or plot. The code official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted. If applicable, the site plan shall first be submitted and approved by the Easton Planning and Zoning Commission before submittal to the Building Inspection Division. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.5.1 Information for Construction in Areas Prone to Flooding. For buildings and structures in flood hazard areas as established by the current revised edition of the Flood Insurance Rate Map (FIRM) as revised by the Federal Emergency Management Agency (FEMA). (Ordinance 562 effective November 8th 2009)

1. Delineation of flood hazard areas, floodway boundaries, and flood zones, and the design flood elevation, as appropriate.
2. The elevation of the proposed lowest floor, including basement; in areas of shallow flooding (AO zones), the height of the proposed lowest floor, including basement, above the highest adjacent grade; and if design flood elevations are not included on the community's Flood Insurance Rate Map (FIRM), the applicant shall obtain and reasonably utilize any design flood elevation and floodway data available from other sources.

§ 6-4.3.6 Deferred Submittals. For the purpose of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the code official within a specified period. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.6.1 Deferred Submittal Approval. Deferral of any submittal items shall have the prior approval of the code official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the code official. Submittal documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the code official with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building. The deferred submittal items shall not be installed until their design and submittal documents have been approved by the code official. (Ordinance 562 effective November 8th 2009)

§ 6-4.3.6.2 Manufacturer's Installation Instructions. Manufacturer's installation instructions as required by these codes shall be submitted to the code official prior to the request for a required inspection that involves those installation instructions and shall be available on the job site at the time of inspection. (Ordinance 562 effective November 8th 2009)

§ 6-4.4 Examination of Documents. The code official shall examine or cause to be examined the accompanying construction documents and shall ascertain by such examinations, whether the construction indicated and described is in accordance with the requirements of these codes and other pertinent laws or ordinances. The code official may decide to have an outside plan review professional review the plans for projects such as major medical buildings, education institutions, etc. The costs for such outside plan review professional shall be borne by the applicant. (Ordinance 562 effective November 8th 2009)

§ 6-4.4.1 Approval of Construction Documents. When the code official issues a permit, the construction documents shall be approved, in writing or by stamp, as "Reviewed for Code Compliance." One set of construction documents so reviewed shall be retained by the code official. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the code official. (Ordinance 562 effective November 8th 2009)

§ 6-4.4.2 Previous Approvals. These codes shall not require changes in the construction documents, construction of designated occupancy of a structure for which a lawful permit has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith within 180 days after the effective date of these codes and has not been abandoned. (Ordinance 562 effective November 8th 2009)

§ 6-4.4.3 Phased Approvals. The code official is authorized to issue a permit for the construction of foundation or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of these codes. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted. (Ordinance 562 effective November 8th 2009)

§ 6-4.5 Amended Construction Documents. Work shall be installed in accordance with the reviewed construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents. (Ordinance 562 effective November 8th 2009)

§ 6-4.6 Retention of Construction Documents. Construction documents shall be retained by the code official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws. (Ordinance 562 effective November 8th 2009)

§ 6-5 Fees

§ 6-5.1 Payment of Fees. A permit shall not be valid until the fees prescribed by law have been paid. Nor shall an amendment to a permit be released until the additional fee, if any, has been paid. (Ordinance 562 effective November 8th 2009)

§ 6-5.2 Schedule of Fees. On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit, plan review, inspection, and re-inspection shall be paid as required at the time of application, in accordance with the adopted schedule of fees as established by the Town Council, which schedule of fees may be revised from time to time by resolution of the Town Council. (Ordinance 562 effective November 8th 2009)

§ 6-5.3 Building Permit Valuations. The applicant for a permit shall provide an estimated permit value at the time of application. Such estimates shall include total value of work including electrical, mechanical, plumbing, gas; building components and equipment, inclusive of materials and labor. Permit valuations will be determined in accordance with the schedule of fees. Final building permit valuation shall be set by the code official. (Ordinance 562 effective November 8th 2009)

§ 6-5.4 Work Commencing Before Permit Issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to an inspection violation and or municipal infraction that shall be in addition to the required permit fees. (Ordinance 562 effective November 8th 2009)

§ 6-5.5 Related Fees. The payment of the fee for the construction, alteration, removal or demolition for work done in connection with or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law or ordinance including but not limited to the following: plan review, floodplain management, forest conservation, sanitary construction, sediment & erosion control, storm water management, wetlands, plumbing, electrical, gas, mechanical, inspections, entrance, water & sewer connection, sign, weed & litter and zoning certificates both within and not within the Town of Easton. (Ordinance 562 effective November 8th 2009)

§ 6-5.6 Refunds. The code official is authorized to establish a refund policy. (Ordinance 562 effective November 8th 2009)

§ 6-6 Inspections

§ 6-6.1 General. Construction or work for which a permit is required shall be subject to inspection by the code official and such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these codes or of other ordinances of the Town of Easton. Inspections presuming to give authority to violate or cancel the provisions of these codes or of other ordinances of the Town of Easton shall not be valid. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the code official nor the Town of Easton shall be liable for the expense entailed in the removal or replacement of any material required to allow inspection. (Ordinance 562 effective November 8th 2009)

§ 6-6.2 Preliminary Inspection. Before issuing a permit, the code official is authorized to examine or cause to be examined buildings and sites for which an application has been filed. (Ordinance 562 effective November 8th 2009)

§ 6-6.3 Required Inspections. The code official, upon notification, shall make the inspections required upon an issued permit. (Ordinance 562 effective November 8th 2009)

§ 6-6.3.1 Required Electrical Inspection. All electrical installations, consisting of more than one single-phase 20 ampere electrical branch circuit installed over a period of 90 days, shall require an inspection of the installation. In the event that an inspection is required for work that did not require a permit, the owner shall have the same responsibilities as a holder of an electrical permit. (Ordinance 562 effective November 8th 2009)

§ 6-6.3.1 Partial Inspections. Partial Inspections shall require prior approval from the code official. The project shall require an outline from the applicant of the desired inspection schedule and the manner in which the required inspections will be completed by partial inspections. Additional inspections fees may apply. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1 Types of Inspections. For on-site construction, from time to time the code official, upon notification from the permit holder or their agent, shall make or cause to be made any necessary inspections and shall either approve that portion of the construction as completed or shall notify the permit holder or their agent wherein the same fails to comply with these codes. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.1 Footing Inspection. Footing inspection shall be made after excavations for footings are complete and reinforcing steel is in place. Materials for the footing shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.2 Foundation Inspection.

§ 6-6.4.1.2 Concrete Foundation Inspection. Foundation inspection for concrete foundation walls shall be made after forms are erected, and reinforcing steel, plumbing, mechanical, and electrical systems embedded within the walls is in place and supported, but before any grout or concrete is placed. Inspection shall verify the correct size, location, spacing, and lapping of reinforcing. A second inspection will be required for; sole and sill plate foundation anchorage, dampproofing, waterproofing, drainage systems and wood foundations. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.2 Masonry Foundation Inspection. Foundation inspection for masonry foundation walls shall be completed after all masonry for the foundation is complete, including all sole and sill plate foundation anchorage. The foundation inspection shall include any special requirements for; dampproofing, waterproofing, drainage systems and wood foundations. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.3 Concrete Slab and or Under-Floor Inspection. Concrete Slab and or Under Floor inspection shall be made after vapor retarder, reinforcing steel, building service equipment, conduit, piping accessories, other ancillary equipment and other components are in place that will be concealed by the slab or floor. Inspection shall be made before any concrete is placed or floor sheathing installed, including the sub-floor. The inspection shall include excavations for thickened slabs intended for the support of bearing walls, partitions, structural supports, or equipment. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.4 Floodplain Floor Elevation Certification. For construction, additions and substantial improvements to existing buildings in flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction. The code official shall require certification of the elevation of the lowest floor, prepared and sealed by a registered design professional to be submitted to the Building Inspection Division. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.5 Frame and or Masonry Inspection. Framing and or Masonry inspection shall be made after all framing, masonry, fire blocking, fire stopping, draft stopping, bracing, reinforcing, and sheathing are in place and after the plumbing, mechanical and electrical rough inspections are approved, but prior to the installation of insulation, vapor retarders and moisture barriers. (Ordinance 562 effective November 8th 2009)

Exception: Moisture barriers may be in place provided that there are no components of a fire-resistance assembly or braced wall construction that needs to be inspected.

§ 6-6.4.1.6 Fire-Resistance-Rated and Braced Construction Assembly Inspection. Where fire-resistance- rated or braced construction assemblies are constructed, inspections shall be made after the first application of components (i.e.: sheathing, lathing or gypsum board) are in place, but before any subsequent aspect of the assembly is constructed that would conceal the applied components. Subsequent inspections as necessary to inspect the application of all components of the construction assembly shall be required until the complete construction assembly has been inspected, notwithstanding the protection of joints and penetrations in fire-resistance-rated construction assemblies. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.7 Energy Efficiency Inspection. Energy Efficiency inspection shall be made to determine compliance and shall include, but not be limited to, inspections for: building envelope insulation R and U values, fenestration U values, duct system R values, and equipment efficiencies. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.8 Ceiling Close-In Inspection. Ceiling Close-In inspection shall be made after above ceiling reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any ceiling systems are installed. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.9 Final Inspection. Final inspection shall be made after: the permitted work is complete, a final site plan, connection of service utilities, certification of site improvements and special inspections final reports, as required, have been received by the Building Inspection Division and the structure is ready for occupancy. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.9.1 Final Site Plan. A civil engineer or surveyor shall provided, prior to the final inspection request, a final survey of the property with all structures and site improvements located and sized as constructed, including distances from property lines and finished grades. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.9.2 Connection of Service Utilities. The utilities shall have been connected and approved by the utility agency, in accordance with the local utility tariffs, prior to the final inspection request. No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by these codes for which a permit is required, until approved by the code official. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.9.3 Certification of Site Improvements. The design engineer shall certify, prior to the final inspection request, that all site improvements associated with a development project have been constructed per the approved plans and in accordance with all applicable Town of Easton standards. In the event deviations exist between the post construction improvements and the approved plans the design professional must provide detailed clarification of the variation(s) and demonstrate to the satisfaction of the Town of Easton that the subject improvement(s) function appropriately and are in accordance with all applicable Town of Easton standards. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.9.4 Special Inspections Final Report. Each special inspectors used by the owner or owner's agent shall provide, prior to the final inspection request, a final report documenting the required special inspections and correction of any discrepancies noted in the inspections. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.10 Other Inspections. In addition to the inspections specified above, the code official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of these codes and other laws that are enforced by the Building Inspection Division. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.11 Special Inspections. Special inspections may be required for Steel Construction, Concrete Construction, Masonry Construction, Wood Construction, Soils, Sprayed Fire-Resistant Materials, Exterior Insulation and Finish Systems and or for Smoke Control. The owner or owner's agent may be required to employ one or more special inspectors to perform inspections during construction. Special inspection reports shall be forwarded to the Building Inspection Division upon their completion, but within forty-eight (48) hours from the time of the inspection. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.12 Plumbing Underground/Underslab Inspection. Underground/Underslab inspection shall be made after trenches or ditches are excavated and bedded, piping installed, and before any backfill is put in place. When excavated soil contains rocks, broken concrete, frozen chunks or other rubble that could damage or break the piping or cause corrosive action, clean backfill shall be on the project site and used in the backfilling of those trenches or ditches. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.13 Plumbing Rough-In Inspection. Rough-in inspection shall be made after the roof, framing, fireblocking, firestopping, draftstopping and bracing is in place and all sanitary, storm and water distribution piping and other components to be concealed are complete, and prior to concealment. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.14 Plumbing Finished Inspection. Finished inspection shall be made after the plumbing fixtures have been set, the water supply system is under working pressure and prior to concealment, for each fixture ready for systems concealment. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.15 Plumbing Final Inspection. Final inspection shall be made after the permitted work is complete, all plumbing fixtures are in place and properly connected and the structure is ready for occupancy. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.16 Fuel Gas Underground/Underslab Inspection. Underground/Underslab inspection shall be made after trenches or ditches are excavated and bedded, piping is installed and before backfill is put in place. When excavated soil contains rocks, broken concrete, frozen chunks or other rubble that could damage or break the piping or cause corrosive action, clean backfill shall be on the project site and used in the backfilling of those trenches or ditches. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.17 Fuel Gas Rough-In Inspection. Rough-in inspection shall be made after the roof, framing, fireblocking, firestopping, draftstopping and bracing is in place and all gas distribution piping and other components to be concealed are complete, and prior to concealment. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.18 Fuel Gas Final Inspection. Final inspection shall be made after the permitted work is complete and the structure is ready for occupancy. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.19 Mechanical Underground/Underslab Inspection. Underground/Underslab inspection shall be made after trenches or ditches are excavated and bedded, piping, ducting and other components installed, and before backfill is put in place. When excavated soil contains rocks, broken concrete, frozen chunks or other rubble that could damage or break the piping or cause corrosive action, clean backfill shall be on the project site and used in the backfilling of those trenches or ditches. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.20 Mechanical Rough-In Inspection. Rough-in inspection shall be made after the roof, framing, fireblocking, firestopping, draftstopping and bracing is in place and all ducting and other components to be concealed are complete, and prior to concealment. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.21 Mechanical Final Inspection. Final inspection shall be made after the permitted work is complete and the structure is ready for occupancy. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.22 Electrical Underslab Inspections. Underslab inspection shall be made after trenches or ditches are excavated and bedded, piping, conductors installed, and before backfill is put in place. Where excavated soil contains rocks, broken concrete, frozen chunks or other rubble that could damage or break the raceway, cable or conductors, or where corrosive action will occur, protection shall be provided in the form of granular or selected material, approved running boards, sleeves or other means. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.23 Electrical Rough-In Inspections. Rough-in inspection shall be made after the roof, framing, fireblocking and bracing are in place and all wiring and other components to be concealed are complete, and prior to concealment. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.24 Electrical Final Inspection. Final inspection shall be made after the permitted work is complete and the structure is ready for occupancy. (Ordinance 562 effective November 8th 2009)

§ 6-6.4.1.25 Electrical Service Inspection. An electrical service inspection shall be made after the electrical service has been roughed-in and a single circuit containing a minimum of one ground fault circuit interrupter receptacle has been rough-in and completed. (Ordinance 562 effective November 8th 2009)

§ 6-6.5 Inspection Agencies. The code official is authorized to accept reports from approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability. The code official may, in their discretion, require professional certification before accepting such reports. (Ordinance 562 effective November 8th 2009)

§ 6-6.6 Inspection Requests. It shall be the duty of the holder of the permit or their duly authorized agent to notify the code official when work is ready for inspection, to provide access to such work and means for inspection of such work, for all required inspections. Inspection requests shall be made twenty-four hours in advance of the work being ready for inspection. Requested inspections will be made on the next available business day, prior to the end of business. (Ordinance 562 effective November 8th 2009)

§ 6-6.7 Approval Required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the code official. The code official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or shall notify the permit holder or an agent of the permit holder wherein the same fails to comply with these codes. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the code official. The code official may impose a re-inspection fee, pursuant to the fee schedule adopted by the Easton Town Council by ordinance or resolution, for each additional inspection required until that portion of the construction complies with the building code. All re-inspections must be corrected within thirty days. The following are additional reasons that a re-inspection fee may be imposed including but not limited to: (Ordinance 562 effective November 8th 2009)

1. Permit not posted on site.
2. Approved building plans not on premises.
3. Premises locked.
4. Lack of safe access into premises or between levels.
5. Previous violation not corrected.
6. Proceeding through phases of construction without requested required inspections.
7. Work to be inspected is not completed.

§ 6-7 Certificate of Occupancy

§ 6-7.1 Use and Occupancy. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the code official has issued a certificate of occupancy. Prior to the issuance of a certificate of occupancy, the Building Inspection Division shall have received all required approval from the following office: Planning and Zoning, Engineering, Easton Utilities, State Fire Marshals Office, Environmental Health, Soil Conservation Services, Maryland Department of the Environment, State Highway Administration and Middle Department Inspection Agency. All required inspections for building, grading, demolition, swimming pools, signage, fuel gas, plumbing, mechanical, and electrical permits associated with the building structure or portion thereof shall have been approved. (Ordinance 562 effective November 8th 2009)

§ 6-7.2 Validity of Certificate of Occupancy. The issuance of a certificate of occupancy shall not be construed to be a certificate for, or an approval of, any violation of any of the provisions of these codes or of any other ordinance of the Town. Certificates presuming to give authority to violate or cancel the provisions of these codes or other ordinances of the Town shall not be valid. (Ordinance 562 effective November 8th 2009)

§ 6-7.3 Temporary Occupancy. The code official is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit, provided that such portions shall be occupied safely, and both the State Fire Marshall and Environmental Health have agreed to the issuance of the temporary occupancy. The code official shall set a time period during which the temporary certificate of occupancy is valid. All temporary occupancy requests shall be in writing, notarized, and be accompanied by a statement reciting the remaining work to be done, a schedule for the completion of such work and an authorization for the right of entry for the code official prior to the end of the time period for the temporary certificate of occupancy. (Ordinance 562 effective November 8th 2009)

§ 6-7.4 Change in Use. It shall be unlawful to make any change in the use or occupancy of any structure or portion thereof which would subject it to any special provisions of these codes without approval of the code official, and the code official's certification that such structure meets the intent of the provisions of law governing building construction for the proposed new use and occupancy, and that such change of use does not result in any greater hazard to the public safety or welfare. Additionally, a change in use shall be submitted to the Town of Easton Planning and Zoning department for approval of the compliance with zoning regulations. (Ordinance 562 effective November 8th 2009)

§ 6-7.5 Certificate Issued. After the code official inspects the building or structure and finds no violations of the provisions of these codes or other laws that are enforced by the department of building safety, the code official shall issue a certificate of occupancy that shall contain the following: (Ordinance 562 effective November 8th 2009)

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner.
4. A description of that portion of the structure for which the certificate is issued.
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of these codes for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
6. The name of the code official.
7. The edition of the code under which the permit was issued.
8. The use and occupancy.
9. The type of construction.
10. The design occupant load.
11. If an automatic sprinkler system is provided, whether the system is required.
12. Any special stipulations and conditions of the building permit.

§ 6-7.6 Revocation. The code official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of these codes wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of these codes. The code official is authorized to prevent occupancy or use of a structure which are in violation of these codes or of any other ordinances of the Town. (Ordinance 562 effective November 8th 2009)

§ 6-8 Violations

§ 6-8.1 Unlawful Acts. It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by these codes, or cause same to be done, in conflict with or in violation of any of the provisions of these codes. The owner or occupant of any building, structure, premises, or part thereof, or any architect, builder, contractor, agent, realtor, or other person who commits, participates in or assists, any violation of the terms of the code may each be chargeable with such violation. (Ordinance 562 effective November 8th 2009)

§ 6-8.1.1 Continuing Violation. Each day that a violation continues after the issuance of a notice of violation or order shall be a separate offense for the purpose of penalties specified. An inspection that indicates that a violation continues to exist shall be prima facie proof of a continuing violation that has existed since the prior inspection. (Ordinance 562 effective November 8th 2009)

§ 6-8.1.2 Repeat Violation. A violation will be considered repeated if it is of the same nature, committed by the same person, and occurs within three years from the last infraction. (Ordinance 562 effective November 8th 2009)

§ 6-8.2 Notice of Violation. The code official shall serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, removal, demolition, use or occupancy of a building or structure in violation of the provisions of these codes, or in violation of a detail statement or a plan approved thereunder, or in violation of a permit or certificate issued under the provisions of these codes. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation. The posting of written notice of violation on the property shall constitute notice to the permittee. (Ordinance 562 effective November 8th 2009)

§ 6-8.3 Prosecution of Violation. If the notice of violation is not complied with promptly, the code official shall request the legal counsel of the Town of Easton to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation or to require the removal or termination of the unlawful use of the building or structure in violation of the provisions of these codes or of the order or direction made pursuant thereto. Legal action under the provisions of this section may be taken in addition to prosecution of a violation of these codes as a municipal infraction and legal proceedings pursuant to this section shall in no way bar the code official or his deputies, from citing a person in violation of the ordinance with a notice of municipal infraction. (Ordinance 562 effective November 8th 2009)

§ 6-8.4 Violation Penalties. Any person who shall violate a provision of these codes or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of these codes, shall be guilty of an inspection violation and or a municipal infraction, punishable as promulgated by the Town of Easton Code Each day that a violation continues shall be deemed a separate offense. (Ordinance 562 effective November 8th 2009)

§ 6-9 Stop Work Order

§ 6-9.1 Authority. Whenever the code official find any work regulated by these codes being performed in a manner contrary to the provisions of these codes or in a dangerous or unsafe manner, the code official is authorized to issue a stop work order. (Ordinance 562 effective November 8th 2009)

§ 6-9.2 Issuance. The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work, or posted at a conspicuous location at the Property. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which the cited work will be permitted to resume and the right to appeal and the time limit for an appeal to the Board of Appeals. (Ordinance 562 effective November 8th 2009)

§ 6-9.3 Unlawful Continuance. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties. (Ordinance 562 effective November 8th 2009)

§ 6-10 Unsafe Structures And Equipment

§ 6-10.1 Conditions. Structures or existing equipment that are or hereafter become unsafe, unsanitary, or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or which involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe structures shall be taken down and removed or made safe, as the code official deems necessary and as provided for in this section. A vacant structure that is not secured against entry shall be deemed unsafe. (Ordinance 562 effective November 8th 2009)

§ 6-10.1.1 Vacating Structures. When, in the opinion of the code official, there is actual and immediate danger of failure or collapse of a building or structure or any part thereof which would endanger life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the building or structure, the code official is hereby authorized and empowered to order and require the inmates and occupants to vacate the same forthwith. The code official shall cause to be posted at each entrance to such building a notice reading as follows: "This Structure is Unsafe and its Use or Occupancy has been Prohibited by the Code official." It shall be unlawful for any person to enter such building or structure except for the purpose of making the required repairs or of demolishing the same. (Ordinance 562 effective November 8th 2009)

§ 6-10.1.2 Temporary Safeguards. When, in the opinion of the code official, there is actual and immediate danger of collapse or failure of a building or structure or any part thereof which would endanger life, the code official shall cause the necessary work to be done to render such building or structure or part thereof temporarily safe, whether or not the legal procedure herein described has been instituted. (Ordinance 562 effective November 8th 2009)

§ 6-10.1.3 Closing Streets. When necessary for the public safety, the code official shall temporarily close sidewalks, streets, buildings and structures and places adjacent to such unsafe structures, and prohibit the same from being used. (Ordinance 562 effective November 8th 2009)

§ 6-10.2 Authority to Disconnect Service Utilities. The code official shall have the authority to authorize and/or cause disconnection of utility service to the building, structure or system regulated by these codes and the codes referenced in case of emergency where necessary to eliminate an immediate hazard to life or property or when such utility connection has been made without the approval required. The code official shall notify the serving utility, and wherever possible the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter. (Ordinance 562 effective November 8th 2009)

§ 6-10.2.1 Temporary Connection. The code official shall have the authority to authorize the temporary connection of the building or system to the utility source of energy, fuel or power. (Ordinance 562 effective November 8th 2009)

§ 6-10.3 Record. The code official shall cause a report to be filed on an unsafe condition. The report shall state the occupancy of the structure and the nature of the unsafe condition. (Ordinance 562 effective November 8th 2009)

§ 6-10.4 Notice. If an unsafe condition is found, the code official shall serve on the owner, agent or person in control of the structure, a written notice that describes the condition deemed unsafe and specifies the required repairs or improvements to be made to abate the unsafe condition, or that requires the unsafe structure to be demolished within a stipulated time. Such notice shall require the person thus notified to declare immediately to the code official acceptance or rejection of the terms of the order. The posting of written notice on the property shall constitute notice to the owner, agent, or person in control of the structure. (Ordinance 562 effective November 8th 2009)

§ 6-10.5 Method of Service. Such notice shall be deemed properly served if a copy thereof is (a) delivered to the owner personally; (b) sent by certified or registered mail addressed to the owner at the last known address with the return receipt requested; or (c) delivered in any other manner as prescribed by local law. If the certified or registered letter is returned showing that the letter was not delivered and other methods for delivering notice to the owner have been unsuccessful, a copy of the notice shall be posted in a conspicuous place in or about the structure affected by such notice. Service of such notice in the foregoing manner upon the owner's agent or upon the person responsible for the structure shall constitute service of notice upon the owner. (Ordinance 562 effective November 8th 2009)

§ 6-10.6 Restoration. A building or structure condemned by the code official is permitted to be restored to a safe condition provided that change of use or occupancy is not contemplated nor compelled by reason of such reconstruction or restoration; except that if the damage or cost of reconstruction or restoration is in excess of 50 percent of its replacement value, exclusive of foundations, such structure shall be made to comply in all respects with the requirements for materials and methods of construction of structures hereafter erected. (Ordinance 562 effective November 8th 2009)

§ 6-10.7 Emergency Repairs. For the purposes of this section, the code official shall employ the necessary labor and materials to perform the required work as expeditiously as possible. (Ordinance 562 effective November 8th 2009)

§ 6-10.8 Costs of Emergency Repairs. Costs incurred in the performance of emergency work shall be paid from the treasury of the Town of Easton on certificate of the code official. The legal counsel of the Town of Easton shall institute appropriate action against the owner of the premises where the unsafe building or structure is or was located for the recovery of such costs. (Ordinance 562 effective November 8th 2009)

Article II: Building Code for Commercial, Residential and Industrial Buildings.

§ 6-11 Incorporation by Reference.

§ 6-11.1 International Building Code 2018 2021. The International Building Code ~~2018~~ 2021, with the modifications found in §6-11.2 of this article, is incorporated by reference. International Building Code ~~2018~~ 2021 shall be known and may be cited as the Town of Easton Building Code for Commercial, Residential and Industrial Buildings. (Ordinance 735 effective September 25, 2019, historical reference 16, 17, 25, 27, 33, 34, 41, 42, 44, 45, 71, 73, 76, 82, 86, 90, 93, 110, 115, 180, 238, 325, 405, 417, 448, 562, 567, 599, and 652)

§ 6-11.2 International Building Code Amendments. Amendments for the International Building Code are as follows: (Ordinance 599 effective July 1st 2012, historical reference 562 and 567)

§ 6-11.2.1 Chapter 1. Administration. Delete entire chapter and replace with the following: (Ordinance 567 effective March 22, 2010, historical reference 562)

101.1 Title. These regulations shall be known as the *Building Code* of the Town of Easton, Maryland hereinafter referred to as “this code.”

101.2 Scope. The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

Exceptions:

1. Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height with a separate means of egress and their accessory structures shall comply with the Town of Easton, Building Code for Residential One and Two Family Dwellings under Chapter 6, Article III.

2. ~~Existing buildings undergoing repair, alterations or additions, and change of occupancy shall comply with the Maryland Building Rehabilitation Code set forth in COMAR 09.12.58.~~

Existing buildings undergoing repair, alterations or additions, and change of occupancy with the intent of having alternative approaches permitted in order to achieve compliance with minimum requirements to safeguard the public health, safety and welfare insofar as they are affected by the repair, alterations or additions, and change of occupancy of existing buildings shall comply with the Maryland Building Rehabilitation Code set forth in COMAR 09.12.58. The 2021 International Existing Building Code, as incorporated by reference, shall constitute the Maryland Building Rehabilitation Code.

3. Maintenance of all structures, dwellings and premises shall comply with the Town of Easton, Minimum Property Maintenance Standards under Chapter 11 of the Town of Easton Code.

101.2.1 Appendices. Provisions in Appendix C, GROUP U—Agricultural Buildings; Appendix F, Rodent Proofing; Appendix G, Flood Resistant Construction; Appendix H, Signs; and Appendix I, Patio Covers, are adopted as part of the International Building Code. (Ordinance 735 effective September 25, 2019, historical reference 562 and 567)

101.2.2 Additional Scope. ~~In addition to the requirements contained in the International Building Code the follow requirements shall be in addition to those in the International Building Code:~~
The following requirements shall be in addition to the requirements contained in the 2021 International Building Code.

101.2.2.1 State Fire Prevention Code. Annotated Code of Maryland, Public Safety Article, Title 6: State Fire Prevention Commission and State Fire Marshal, and COMAR 29.06.01, are in addition to the requirements of the International Building Code. The State Fire Prevention Code is enforced by the State Fire Marshal.

101.2.2.2 State Safety Glazing. Annotated Code of Maryland, Public Safety Article, Title 12: Building and Material Code; Other Safety Provisions, Subtitle 4: Safety Glazing, are in addition to Glass and Glazing requirements of the International Building Code. In the event of a conflict between the International

Building Code and the Annotated Code of Maryland, the requirements of the Annotated Code of Maryland prevail.

101.2.2.3 State Elevators Safety. Annotated Code of Maryland, Public Safety Article, Title 12: Building and Material Code; Other Safety Provisions, Subtitle 8: Elevator Safety, are in addition to Elevators and Conveying Systems requirements of the International Building Code. In the event of a conflict between the International Building Code and the Annotated Code of Maryland, the requirements of the Annotated Code of Maryland prevail.

101.3 Administration. The Building Code for Residential Commercial, Residential and Industrial Buildings are regulated by the Building Codes Administration under Article I of Chapter 6. (Ordinance 562 effective T.B.D.)

101.4 Intent. The purpose of this code is to establish the minimum requirements to ~~safeguard the public health~~ **provide a reasonable level of** safety, **health**, and general welfare through structural strength, means of egress, facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment.

101.5 Referenced Codes. The other codes listed in Sections 101.5.1 through 101.5.7 shall be considered as reference only and shall be superseded by the current; Electrical, Gas, Mechanical, Plumbing, Property Maintenance, Fire Prevention, and Energy codes as adopted by the Easton Town Council, if any.

101.5.1 Electrical. The provisions of the *NFPA 70 National Electrical Code* shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

101.5.2 Gas. The provisions of the *International Fuel Gas Code* shall apply to the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in this code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

101.5.3 Mechanical. The provisions of the *International Mechanical Code* shall apply to the installations, repairs, and replacement of mechanical systems, including equipment, appliances, fixtures, fitting and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators, and other energy-related systems.

101.5.4 Plumbing. The provisions of the *International Plumbing Code* shall apply to the installation, alterations, repairs and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the *International Private Sewage Disposal Code* shall apply to private sewage disposal systems.

101.5.5 Property maintenance. The provisions of the *International Property Maintenance Code* shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety, hazards; responsibilities of owners, operators, and occupants; and occupancy of existing premises and structures.

101.5.6 Fire Prevention. Delete.

101.5.7 Energy. The provisions of the *International Energy Conservation Code* shall apply to all matters governing the design and construction of buildings for energy efficiency.

102.1 General. Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

102.2 Other Laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

102.3 Application of References. References to chapters or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

102.4 Referenced Codes and Standards. The codes and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this code and referenced codes and standards, the provisions of this code shall apply.

Exception: The Easton Zoning Ordinance, shall safeguard the health, property and public welfare by controlling the design, location, use or occupancy of all buildings and structures through the regulated and orderly development of land and land use within Easton. In the event of a conflict between the International Building Code and the Easton Zoning Ordinance, the requirements of the Easton Zoning Ordinance shall prevail.

102.5 Partial Invalidity. In the event any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.

102.6 Existing Structures. The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, irrespective of any enforcement provisions which may be contained in this code, except as deemed necessary by the building official for the general safety and welfare of the occupants and the public.

§ 6-11.2.2 Chapter 2. Definitions. Add definition to Section 202 for Marketplace Buildings:

Marketplace Buildings – Commercial. A one story freestanding structure; located on the same lot as a commercial business, that is not greater than 120 square feet in floor area, and with an eave height of 12 feet or less, the use of which is complementary to that of the commercial business on the same lot. (Ordinance 578 effective November 8th 2010, historical reference 562)

§ 6-11.2.3 Chapter 10 Means of Egress. Delete Section 1011.8 Vertical rise and replace with the following: (Ordinance 566 effective March 22, 2010, Ordinance 599 effective July 1, 2012 and Ordinance 652 effective July 1, 2015)

1011.8 Vertical rise. Stairways with a vertical rise larger than 12 feet (3658 mm) between floor levels shall be provided with landings so that no vertical rise exceeds 12 feet. Stairways with a vertical rise smaller than 5 feet (1524 mm) between floor levels shall be continuous.

~~**§ 6-11.2.4 Chapter 10 Means of Egress.** Delete Section 1011.12 Stairway to roof and replace with the following: (Ordinance 566 effective March 22, 2010, Ordinance 599 effective July 1, 2012 and Ordinance 652 effective July 1, 2015)~~

1011.12 Stairway to roof. For building with unoccupiable roofs; one stairway, alternating tread device or ships ladder shall extend to the roof surface for the following buildings;

1. Buildings four or more stories above grade plane.
2. Buildings where equipment and appliances are installed on roofs at a height exceeding 16 feet (4877 mm) from grade plane.

Exception: If the roof has a slope steeper than four units vertical in 12 units horizontal (33-percent slope).

§ 6-11.2.5 Chapter 10. Means of Egress. Delete the exception under section 1011.12 Stairway to roof. (Ordinance 652 effective July 1st 2015)

§ 6-11.2.6 Chapter 10. Means of Egress. Delete Section 1011.16 Ladders, and replace with the following: (Ordinance 652 effective July 1st 2015)

1011.16 Ladders. Permanent ladders shall not serve as a part of the means of egress from occupied spaces within a building. Permanent ladders shall be permitted to provide access to elevated levels in Group U that are not open to the general public and elevator pits.

1011.16.1 Rise of ladders. Ladders used for access shall not have a vertical rise greater than 30 feet (9144 mm) between floor levels or landings.

~~1011.16.6.1 Offsets and landings of ladders.~~ Ladders over 30 feet (9144 mm) in height shall be provided with offset sections and landings capable of withstanding 100 pounds per square foot (488.2 kg/m²).

~~1011.16.6.2 Offsets and intermediate landings dimension.~~ Landing dimensions shall be not less than 18 inches (457 mm) and not less than the width of the ladder served.

~~1011.16.6.3 Offsets and landings guards.~~ A guard shall be provided on all open sides of the offsets and landings and shall comply with Section 1015.

~~1011.16.2 Landing required.~~ The ladder shall be provided with a clear and unobstructed floor or landing at the top and bottom of each ladder, having a minimum dimension of 30 inches (762 mm) by 30 inches (762 mm) centered on the ladder.

~~1011.16.3 Side railings of ladders.~~ There shall be not less than 18 inches (457 mm) between rails.

~~1011.16.4 Side railings extension of ladders.~~ The side railing shall extend above the elevated levels by not less than 30 inches (762 mm).

~~1011.16.5 Rungs of ladders.~~ Rungs shall have a diameter not less than 0.75 inch (19 mm) and be capable of withstanding a 300-pound (136.1 kg) load.

~~1011.16.6 Rung spacing of ladders.~~ Ladders shall have rung spacing not to exceed 14 inches (356 mm) on center.

~~1011.16.7 Toe spacing of ladders.~~ Ladders shall have a toe spacing not less than 6 inches (152 mm) deep.

~~1011.16.8 Climbing clearance of ladders.~~ The distance from the centerline of the rungs to the nearest permanent object on the climbing side of the ladder shall be not less than 30 inches (762 mm) measured perpendicular to the rungs. A minimum clear width of 15 inches (381 mm) shall be provided on both sides of the ladder measured from the midpoint of and parallel with the rungs. These distances shall be maintained clear.

~~Exception: Where cages or wells are installed.~~

~~1011.16.9 Corrosion. Ladders shall be protected against corrosion by approved means.~~

~~1011.16.10 Access Protection. Ladders shall be protected to prevent unauthorized access.~~

§ 6-11.2.7 Chapter 11. Accessibility. Chapter 11 is hereby deleted and replaced with the Maryland Accessibility Code set forth in COMAR 09.12.53. (Ordinance 735 effective September 25, 2019, historical reference 448, 562, and 567)

§ 6-11.2.8 Chapter 13 Energy Efficiency. Chapter 13 Energy Efficiency is hereby deleted and replaced with the Town of Easton, Energy Code under Chapter 6 Article V. (Ordinance 567 effective March 22, 2010, historical reference 448, 562)

§ 6-11.2.9 Chapter 16 Structural Design. Delete Section 1612.3 Establishment of flood hazard areas and replace with the following: (Ordinance 652 effective July 1st 2015, historical reference 566)

1612.3 Establishment of flood hazard areas. To establish flood hazard areas, the applicable governing authority shall adopt a flood hazard map and supporting data. The flood hazard map shall include, at a minimum, areas of special flood hazard as identified by the Federal Emergency Management Agency in an engineering report entitled "The Flood Insurance Study for the Town of Easton," dated August 5th 2013 previously March 27th 1984, as amended or revised with the accompanying Flood Insurance Rate Map (FIRM) and Flood Boundary and Floodway Map (FBFM) and related supporting data along with any revisions thereto. The adopted flood hazard map and supporting data are hereby adopted by reference and declared to be part of this section.

§ 6-11.2.10 Chapter 18 Soils and Foundations. Delete Section 1809.5 Frost protection and replace with the following: (Ordinance 566 effective March 22, 2010)

1809.5 Frost protection. Except where otherwise protected from frost, foundations and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extending below the frost line of the locality;
2. Constructing in accordance with ASCE 32; or
3. Erecting on solid rock.

Exceptions:

1. Free-standing buildings meeting all of the following conditions shall not be required to be protected:
 - 1.1. Assigned to Occupancy Category I, in accordance with Section 1604.5; and
 - 1.2. Area of 400 square feet or less; and
 - 1.3. Dimensions of 20'-0" or less in all directions; and
 - 1.4. Eave height of 10 feet or less; and
 - 1.5. Shallow foundations shall not bear on frozen soil unless such frozen condition is of a permanent character.
2. Marketplace Buildings meeting all of the following conditions shall not be required to be protected:
 - 2.1. Area of 120 square feet or less; and
 - 2.2. Eave height of 12 feet or less; and
 - 2.3. Not permanently fixed to the ground by a foundation; and
 - 2.4. Installed on a flat and level surface; and
 - 2.5. Anchored to the ground by means of screw anchors or other anchor device to prevent overturning in high winds.

§ 6-11.2.11 Chapter 27 Electrical. Chapter 27 Electrical is hereby deleted and replaced with the Town of Easton, Electrical Code under Chapter 6 Article IV. (Ordinance 567 effective March 22, 2010, historical reference 448, 562)

§ 6-11.2.12 Chapter 28 Mechanical Systems. Chapter 28 Mechanical Systems is hereby deleted and replaced with the Town of Easton, Mechanical Code. (Ordinance 599 effective July 1st 2012)

§ 6-11.2.13 Chapter 29 Plumbing Systems. Chapter 29 Plumbing Systems is hereby deleted and replaced with the Town of Easton, Plumbing Code. (Ordinance 567 effective March 22, 2010, historical reference 448, 562)

§ 6-11.2.14 Chapter 31. Special Construction. Chapter 31 Special Construction Section 3103.1 General, 3103.1.1 Conformance, 3103.1.2 Permit Required and Section 3103.4 Means of Egress are hereby deleted, and replaced with the following: (Ordinance 578 and 652 effective November 8th 2010 and July 1st 2015)

3103.1 General. The provisions of this section shall apply to all temporary structures and uses.

3103.1.1 Conformance. Temporary structures and uses shall conform to the chapters for; structural design, fire and smoke protection features, interior finishes, fire protection systems, means of egress, accessibility and interior environment requirements to ensure public health, safety and general welfare.

Exception: Marketplace buildings may forgo the interior environment requirements for artificial light, sanitary and temperature controls by limiting the durational use of the building.

3103.1.2 Marketplace Buildings. Marketplace Buildings are habitable only during daylight hours for the periods from May 16th thru September 30th.

Exception: Marketplace Building may be occupied for;

1. Additional periods of the year if heating facilities and energy efficiency details are provided complying with the Energy Conservation, Mechanical and Property Maintenance Codes.
2. Additional hours of the day if electrical systems are provided complying with the Electrical Code.

3103.1.3 Marketplace Buildings. Marketplace building shall be occupied only by employees for the protection from the elements and for point of sales transactions only.

Exception: Marketplace Building may be occupied for the; preparation and or sale of food and beverages as a Food Service Facility if; the Talbot County Environmental Health Office has issued a valid license for compliance with COMAR 10.15.03 and the plumbing systems complies with applicable State and Town plumbing codes.

Article III: Building Code for Residential One and Two Family Dwellings

§ 6-12 Incorporation by Reference.

§ 6-12.1 International Residential Code 2018 2021. The International Residential Code **2018 2021**, with the modifications found in §6-12.2 of this article, is incorporated by reference. The International Residential Code **2018 2021** shall be known and may be cited as the Town of Easton Building Code for One and Two Family Dwellings. (Ordinance 736 effective September 25, 2019, historical reference 16, 17, 25, 27, 33, 34, 41, 42, 44,

45, 71, 73, 76, 82, 86, 90, 93, 110, 115, 180, 238, 325, 405, 417, 448, 562, 566, 600, and 653)

§ 6-12.2 International Residential Code Amendments. Amendments for the International Residential Code are as follows: (Ordinance 600 effective July 1st 2012, historical reference 562 and 566)

§ 6-12.2.1 Part I Administrative, Chapter 1. Part I Administrative, Chapter 1 of the International Residential Code is deleted and replaced with the following: (Ordinance 566 effective March 22, 2010 and Ordinance 653 effective July 1st 2015, historical reference 448, 562)

R101.1 Title. These regulations shall be known as the Town of Easton, Building Code for One and Two Family Dwellings and shall be cited as such and will be referred to herein as “this code.”

R101.2 Scope. The provisions of the *International Residential Code for One and Two Family Dwellings* shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of detached one and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with a separate means of egress and their accessory structures.

Exception #1: The following shall be permitted to be constructed in accordance with this code where provided with a residential fire sprinkler complying with Section P2904.

1. Live/work units located in townhouses and complying with the requirements of Section 419 of the International Building Code.
2. Owner-occupied lodging houses with five or fewer guestrooms.
3. A care facility with five or fewer persons receiving custodial care within a dwelling unit.
4. A care facility with five or fewer persons receiving medical care within a dwelling unit.
5. A care facility for five or fewer persons receiving care that are within a single-family dwelling.

Exception #2: Existing buildings undergoing repair, alterations or additions, and change of occupancy with the intent of having alternative approaches permitted in order to achieve compliance with minimum requirements to safeguard the public health, safety and welfare insofar as they are affected by the repair, alterations or additions, and change of occupancy of existing buildings shall comply with the Maryland Building Rehabilitation Code set forth in COMAR 09.12.58. The 2021 International Existing Building Code, as incorporated by reference, shall constitute the Maryland Building Rehabilitation Code.

R101.3 Purpose. ~~The purpose of this code is to establish the minimum requirements to safeguard life or limb, health and public welfare.~~ **Intent. The purpose of this code is to establish minimum requirements to safeguard the public safety, health and general welfare through affordability, structural strength, means of egress facilities, stability, sanitation, light and ventilation, and safety to life and property from fire and other hazards attributed to the built environment, and to provide safety to fire fighters and emergency responders during emergency operations.**

R101.4 Administration. The Building Code for Residential Commercial, Residential and Industrial Buildings are regulated by the Building Codes Administration under Article I of Chapter 6. (Ordinance 562 effective T.B.D.)

R102.1 General. Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

R102.2 Other laws. The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

R102.3 Application of References. References to chapters or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

R102.4 Referenced Codes. The other codes listed in Sections R102.4.1 through ~~R101.4.7~~ **R102.4.7** shall be considered as reference only and shall be superceded by the current; Electrical, Gas, Mechanical, Plumbing, Property Maintenance, Fire Prevention, and Energy codes as adopted by the Easton Town Council, if any.

Exception: Where enforcement of a code provision would violate the conditions of the listing of the equipment or appliance, the conditions of the listing and appliances, the conditions of the listing and manufacturer's instructions shall apply.

R102.4.1 Electrical. The provisions of the ICC *Electrical Code* shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

R102.4.2 Gas. The provisions of the *International Fuel Gas Code* shall apply to the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in this code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

R102.4.3 Mechanical. The provisions of the *International Mechanical Code* shall apply to the installations, repairs, and replacement of mechanical systems, including equipment, appliances, fixtures, fitting and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators, and other energy-related systems.

R102.4.4 Plumbing. The provisions of the *International Plumbing Code* shall apply to the installation, alterations, repairs and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the *International Private Sewage Disposal Code* shall apply to private sewage disposal systems.

R102.4.5 Property Maintenance. The provisions of the *International Property Maintenance Code* shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety, hazards; responsibilities of owners, operators, and occupants; and occupancy of existing premises and structures.

R102.4.6 Fire Prevention. Delete

R102.4.7 Energy. The provisions of the *International Energy Conservation Code* shall apply to all matters governing the design and construction of buildings for energy efficiency.

R102.5 Appendices. The Town of Easton shall adopt the following appendices: Appendix ~~A~~ **AA** Sizing and Capacities of Gas Piping; Appendix ~~B~~ **AB** Sizing of Venting Systems Serving Appliances Equipped with Draft Hoods, Category I Appliances and Appliances Listed for Use with Type B Vents; Appendix ~~C~~ **AC** Exit Terminals of Mechanical Draft and Direct-Vent Venting Systems; Appendix ~~D~~ **AD** Recommended Procedure for Safety Inspection of an Existing Appliance Installation; Appendix ~~F~~ **AF** Radon Control Methods; Appendix ~~G~~ **AG** Piping Standards for Various Applications; Appendix ~~H~~

AH Patio Covers; with respect to Appendix **AI**, Private Sewage Disposal systems that are specifically approved or legally exist within the Town of Easton shall conform to the provisions, inspections and requirements of the Talbot County Health Department; Appendix **AK** Sound Transmission; Appendix **AM** Home Day Care-R- 3 Occupancy; Appendix **AN** Venting Methods; Appendix **AO** Automatic Vehicular Gates; Appendix **AP** Sizing of Water Piping System; Appendix **AQ** Tiny Houses; Appendix **AR** Light Straw–Clay Construction; Appendix **AS** Strawbale Construction; and Appendix **AT** Solar-Ready Provisions - Detached One and Two Family Dwellings and Townhouses. (Ordinance 736 effective September 25, 2019, historical reference 653)

R102.6 Partial Invalidity. In the event any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.

R102.7 Existing Structures. The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, irrespective of any enforcement provisions which may be contained in this code, except as deemed necessary by the building official for the general safety and welfare of the occupants and the public.

R102.7.1 Additions, alterations or repairs. Additions , alterations or repairs to any structure shall conform to the requirements for a new structure without requiring the existing structure to comply with all of the requirements of this code, unless otherwise stated. Additions , alterations or repairs shall not cause an existing structure to become unsafe or adversely affect the performance of the building.

§ 6-12.2.2 Chapter 2. Definitions. Amend the definition of Accessory Structure included under Section R202 to read as follows:

Accessory Structure - Residential. A freestanding structure; located on the same lot, that is not greater than 1,250 square feet in floor area, and with an eave height of 18 feet or less, and not over two stories in height, the use of which is accessory to and incidental to that of the dwelling on the same lot. Examples include; garages, garden sheds, gazebos, playhouses, pool houses and tool sheds. (Ordinance 578 effective November 8th 2010, historical reference 562)

§ 6-12.2.3 Chapter 3. Building Planning. Insert the following values into Table R301.2(1) (Ordinance 653 effective July 1st 2015, historical reference 448, 562, 566 and 600)

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY	SUBJECT TO DAMAGE FROM			ICE BARRIER UNDERLAYMENT REQUIREMENT	FLOOD HAZARDS	AIR FREEZING INDEX	MEAN ANNUAL TEMP
	Speed (mph)	Topographic effects	Special Wind Region	Windborne Debris Zone		Weathering	Frost Line Depth	Termite				
30 psf	115	No	No	No	A	Sever	24 inches	Moderate to Heavy	No	See footnote "a"	1,500 or less	56.8° F

a. Jurisdiction's entry into the National Flood Insurance Program – 17 Sept 1984. The Town of Easton Flood Insurance Rate Map became effective through Ordinance 626 – 22 July 2013.

§ 6-12.2.4 Chapter 3. Building Planning. Delete Section R311.7.6 Landings for stairways and its exception and replace with the following: (Ordinance 736 effective September 25, 2019, historical reference 448, 562, 566, and 600)

R311.7.6 Landings for stairways. There shall be a floor or landing at the top and bottom of each stairway. Stairways with a vertical rise larger than 12 feet (3658 mm) between floor levels shall be provided with a with landings so that no vertical rise exceeds 12 feet. Stairways with a vertical rise smaller than 5 feet (1524 mm) between floor levels shall be continuous. The width of each landing shall not be less than the width of the stairway served. Every landing shall have a minimum dimension of 36 inches (914 mm) measured in the direction of travel.

Exception: A floor or landing is not required at the top of an interior stairway, including those in an enclosed garage, provided a door does not swing over the stairway.

§ 6-12.2.5 (Reserved) (Ordinance 736 effective September 25, 2019, historical reference 448, 562, 566, and 600)

~~**R311.7.8 Handrails.** Handrails shall be provided on at least one side of stairways consisting of three or more risers. (NOTE: This was supposed to be removed in the last code adoption)~~

§ 6-12.2.6 Chapter 3. Building Planning. Delete Section R311.7.8.4 Continuity and replace with the following: (Ordinance 736 effective September 25, 2019, historical reference 448, 562, 566, and 600)

~~**R311.7.8.2**~~ **R311.7.8.4 Continuity.** All required handrails shall be continuous the full length of the stairway flight from a point directly above the top riser to a point directly above the lowest riser of the stairway flight. Handrail ends shall be returned to the wall or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 1 1/2 inch (38 mm) between the wall and the handrails.

§ 6-12.2.7 Chapter 4. Foundations. Delete Section R403.1.4.1 Frost Protection and replace with the following: (Ordinance 566 effective March 22, 2010)

R403.1.4.1 Frost protection. Except where otherwise protected from frost, foundation walls, piers and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extended below the frost line specified in Table R301.2.(1);
2. Constructing in accordance with Section R403.3;
3. Constructing in accordance with ASCE 32; or
4. Erected on solid rock.

Exceptions:

1. Protection of freestanding accessory structures with an area of 400 square feet (37 m²) or less, dimensions of 20'-0" or less in all directions and with an eave height of 10 feet (3048 mm) or less shall not be required.
2. Decks not supported by a dwelling need not be provided with footings that extend below the frost line.

Footings shall not bear on frozen soil unless the frozen condition is permanent.

§ 6-12.2.8 Chapter 4. Foundations. Delete the exception under Section R405.1 Concrete or masonry foundations. (Ordinance 566 effective March 22, 2010)

§ 6-12.2.9 Chapter 4. Foundations. Delete Section R405.2.3 Drainage systems and replace with the following: (Ordinance 566 effective March 22, 2010, historical reference 448, 562)

R405.2.3 Drainage system. In all soil types, a sump shall be provided to drain the porous layer and footings. The sump shall be at least 24 inches (610 mm) in diameter or 20 inches square (0.0129 m²), shall extend at least 24 inches (610 mm) below the bottom of the basement floor and shall be capable of positive gravity or mechanical drainage to remove any accumulated water. The drainage system shall discharge into an approved storm sewer system or to daylight.

§ 6-12.2.10 Chapter 4. Foundations. Add Section R405.3 Foundations with crawl space. (Ordinance 566 effective March 22, 2010 and Ordinance 653 effective July 1, 2015)

R405.3 Foundations with crawl space. In all soil types, a sump shall be provided to drain the crawl space. The sump shall be at least 24 inches (610 mm) in diameter or 20 inches square (0.0129 m²),

shall extend at least 24 inches (610 mm) below the bottom of the crawl space and shall be capable of positive gravity or mechanical drainage to remove any accumulated water. The drainage system shall discharge into an approved storm sewer system or to daylight.

§ 6-12.2.11 Part IV Energy Conservation, Chapter 11. Part IV Energy Conservation, Chapter 11 is hereby deleted and replaced with the Town of Easton, Energy Code under Chapter 6 Article V. (Ordinance 566 effective March 22, 2010)

§ 6-12.2.12 Part V Mechanical, Chapter 12 through 23. Part V Mechanical, Chapter 12 through 23 is hereby deleted and replaced with the Town of Easton, Mechanical Code under Chapter 6 Article VII. (Ordinance 600 effective July 1st 2012, historical reference 566)

§ 6-12.2.13 Part VI Fuel Gas, Chapter 24. Part VI Fuel Gas, Chapter 24 is hereby deleted and replaced with the Town of Easton, Fuel Gas Code under Chapter 6 Article VI. (Ordinance 600 effective July 1st 2012, historical reference 566)

§ 6-12.2.14 Part VII Plumbing, Chapters 25 through 33. Part VII, Chapter 25 through 33 is hereby deleted and replaced with the Town of Easton, Plumbing Code under Chapter 6 Article VIII. (Ordinance 600 effective July 1st 2012, historical reference 448, 562 and 566)

§ 6-12.2.15 Part VIII Electrical, Chapter 34 thru 43. Part VIII, Chapter 34 through 43 is hereby deleted and replaced with the Town of Easton, Electrical Code under Chapter 6 Article IV. (Ordinance 566 effective March 22, 2010 and Ordinance 600 effective July 1st 2012, historical reference 448, 562)

Article IV: Electrical Code

§ 6-13 Incorporation by Reference.

§ 6-13.1 NFPA 70 National Electrical Code 2017. The NFPA 70 National Electrical Code 2017, with the modifications found in §6-13.2 of this article, is incorporated by reference. (Ordinance 737 effective September 25, 2019, historical reference 504, 601, and 654)

§ 6-13.2 NFPA 70 National Electrical Code Amendments. Amendments for the NFPA 70 National Electrical Code are as follows: (Ordinance 601 effective July 1st 2012)

§ 6-13.2.1 Chapter A. Scope and Administration. Add Chapter A Scope and Administration Section 80.1 Title to read as follows: (Ordinance 601 effective July 1st 2012)

80.1 Title. The NFPA 70 National Electrical Code shall be known and may be cited as the Town of Easton, Electrical Code. It is referenced within as this code.

§ 6-13.2.2 Chapter A. Scope and Administration. Add Section 80.2 Scope to read as follows: (Ordinance 601 effective July 1st 2012, Ordinance 547 effective July 1st 2009 and Ordinance 562 effective November 8th 2009 historical reference 537)

80.2 Scope. The this code shall regulate the design, construction, installation, alteration, repairs, relocation, replacement, addition to, use or maintenance of electrical systems and equipment.

§ 6-13.2.3 Chapter A. Scope and Administration. Add Section 80.3 Applicability to read as follows: (Ordinance 601 effective July 1st 2012, Ordinance 547 effective July 1st 2009 and Ordinance 562 effective November 8th 2009 historical reference 537)

80.3 Applicability. The provisions of the Town of Easton Electrical Code shall apply to all matters affecting or relating to structures and premises, as hereinafter provide:

80.3.1 New Installations. This Code applies to all new installations.

80.3.2 Existing Installations. Existing electrical installations that do not comply with the provisions of this Code shall be permitted to be continued in use unless the Town of Easton determines that the lack of conformity with this Code presents an imminent danger to occupants. Where changes are required for correction of hazards, a reasonable amount of time shall be given for compliance, depending on the degree of the hazard.

80.3.3 Repairs Alterations and Additions. Repairs, alteration and additions to electrical systems and equipment shall conform to that required for new electrical systems and equipment without requiring that the existing electrical systems or equipment to comply with all of the requirements of this Code. Repairs, alteration and additions shall not cause existing electrical systems or equipment to become unsafe, hazardous or overloaded.

§ 6-13.2.4 Chapter A. Scope and Administration. Add Section 80.4 Administration to read as follows: (Ordinance 601 effective July 1st 2012)

80.4 Administration. The Electrical Code is regulated by the Building Codes Administration under Article I of Chapter 6.

§ 6-13.2.5 Chapter A. Scope and Administration. Add Section 80.5 Applications and Permits to read as follows: (Ordinance 601 effective July 1st 2012, Ordinance 547 effective July 1st 2009 and Ordinance 562 effective November 8th 2009 historical reference 537)

80.5 Applications and Permits. Applications and permits shall be obtained from the Building Inspection Division. Permit fees, if any, shall be paid prior to issuance of the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the Building Inspection Division.

80.5.1 Applications. Application for a permit shall be made to the Building Inspection Division in such form or forms as the Building Inspection Division shall from time to time designate and shall be accompanied by such plans or specifications as prescribed by the Building Inspection Division.

80.5.2 Commencement of Work. Work shall not be commenced on any electrical system, equipment or connection to a Public Utility Company thereto in the town until the owner or owner's licensed electrician shall have made application for a permit and, if required, such permit shall have been issued.

Exception: Where repair or replacement of electrical systems or equipment must be performed in an emergency situation, the permit application shall be submitted within the next working business day of the Building Inspection Division.

§ 6-13.2.6 Chapter A. Scope and Administration. Add Section 80.5 Requirements for plans and specifications to read as follows: (Ordinance 601 effective July 1st 2012, Ordinance 547 effective July 1st 2009 and Ordinance 562 effective November 8th 2009 historical reference 537)

80.5 Requirements for Plans and Specification. The Building Inspection Division may require construction documents, engineering calculations, diagrams, schedules and other data for the proposed work when in their discretion such requirement is deemed necessary. Such plans and specifications shall be filed in ~~duplicate~~ **triplicate** with the Building Inspection Division at the time such application for permit is made.

Article V: Energy Codes.

§ 6-14 Incorporation by Reference.

§ 6-14.1 International Energy Conservation Code 2018 2021. The International Energy Conservation Code ~~2018 2021~~, with the modifications found in §6-14.2 of this article, is incorporated by reference. (Ordinance 738 effective September 25, 2019, historical reference 90, 403, 568, 602, and 655)

§ 6-14.2 International Energy Conservation Code Amendments. Amendments for the International Energy Conservation Code are as follows: (Ordinance 602 effective July 1st 2012, historical reference 568)

§ 6-14.2.1 Chapter 1. Administration. Delete Section C101.1 and R101.1 Title and replace with the following: (Ordinance 602 effective July 1st 2012, historical reference 568)

C101.1 or R101.1 Title. The International Energy Conservation Code shall be known and may be cited as the Town of Easton, Energy Code. It is referenced within as this code.

§ 6-14.2.2 Chapter 1. Administration. Add Section C101.2.1 and R101.2.1 Additional Scope. (Ordinance 602 effective July 1st 2012, historical reference 568)

C101.2.1 or R101.2.1 Additional Scope. Additional requirements concerning energy conservation for buildings and structures may be required by the Energy Conservation Building Standards, Public Utility Companies Article, §7-401 thru §7-408 of the Annotated Code of Maryland.

§ 6-14.2.3 Chapter 1. Administration. Delete Section C102.1.1 and R102.1.1 Above code programs. (Ordinance 602 effective July 1st 2012, historical reference 568)

§ 6-14.2.4 Chapter 1. Administration. Delete, Part 2 Administration and Enforcement for both the Commercial Provisions and the Residential Provisions and replace with the following: (Ordinance 602 effective July 1st 2012, historical reference 568)

C103.1 or R103.1 Administration. The Energy Code are regulated by the Building Codes Administration under Article I of Chapter 6.

§ 6-14.2.5 Chapter 2. Definitions. Delete Section C201.3 and R201.3 Terms defined in other codes, and replace with the following: (Ordinance 602 effective July 1st 2012, historical reference 568)

C201.3 and R201.3 Terms defined in other codes. Terms that are not defined in this code but are defined in the International Building Code, International Fuel Gas Code , International Mechanical Code , International Plumbing Code or the International Residential Code shall have the meanings ascribed to them in those codes.

~~**§ 6-14.2.6 Chapter 3. Climate Zones.** Delete entire Sections C301 and R301, Figures C301.1 and R301.1 and Tables C301.1, C301.3(1), C301.3(2), R301.1, R301.3(1) and R301.3(2) and replace with the following: (Ordinance 602 effective July 1st 2012, historical reference 568)~~

~~———— **C301.1 and R301.1 General.** The climate zone for the Town of Easton used in determining the applicable requirements from Chapters 4 for both the Commercial Provisions and the Residential Provisions shall be 4A.~~

~~**§ 6-14.2.7 Chapter 4. Commercial Energy Efficiency.** Add Item 12 Hotel Guest Rooms to Section C405.2.1 (Ordinance 738 effective September 25, 2019, historical reference 655)~~

~~**§ 6-14.2.8 Chapter 4. Commercial Energy Efficiency.** Add Section C403.4.2.2.1 Hotel Guest Room. (Ordinance 738 effective September 25, 2019, historical reference 655)~~

~~C403.4.2.2.1 Hotel Guest Rooms: A master control device may also control the heating, ventilation, or air conditioning default settings in hotel guest rooms 30 minutes after a room has been vacated by, increasing the set temperature by at least 3 degrees Fahrenheit when in the air conditioning mode; or decreasing the set temperature by at least 3 degrees Fahrenheit when in the heating mode.~~

Article VI: Fuel Gas Codes.

§ 6-15 Incorporation by Reference.

§ 6-15.1 International Fuel Gas Code ~~2015~~ 2018. The International Fuel Gas Code ~~2015~~ 2018, with the modifications found in §6-15.2 of this article, is incorporated by reference. (Ordinance 656 effective July 1st 2015, Historical reference 603)

§ 6-15.2 International Fuel Gas Code Amendments. Amendments for the International ~~Mechanical Fuel Gas~~ Code are as follows: (Ordinance 603 effective July 1st 2012)

§ 6-15.2.1 Chapter 1. Scope and Administration. Delete Section 101.1 Title and replace with the following: (Ordinance 603 effective July 1st 2012)

101.1 Title. The International Fuel Gas Code shall be known and may be cited as the Town of Easton, Fuel Gas Code. It is referenced within as this code.

§ 6-15.2.2 Chapter 1. Scope and Administration. Delete Section 101.2 Scope and its Exception and replace with the following: (Ordinance 603 effective July 1st 2012)

101.2 Scope. This code shall apply to the installation of fuel-gas piping systems, fuel gas appliances, gaseous hydrogen systems and related accessories in accordance with Sections 101.2.1 through 101.2.5.

Exceptions: The requirements herein do not apply to work areas subject to the Maryland Building Rehabilitation Code as adopted by the Department of Housing and Community Development under Public Safety Article, §12-1004, Annotated Code of Maryland, except as provided by that Code.

§ 6-15.2.3 Chapter 1. Scope and Administration. Delete Section 101.3 Appendices and replace with the following: (Ordinance 603 effective July 1st 2012 and Ordinance 656 effective July 1, 2015)

101.3 Appendices. Provisions in the Appendices shall not apply unless specifically adopted. Provisions in the Appendices A, B and C are incorporated herein.

§ 6-15.2.4 Chapter 1. Scope and Administration. Delete, Part 2 Administration and Enforcement and replace with the following: (Ordinance 603 effective July 1st 2012)

103.1 Administration. The Fuel Gas Code is regulated by the Building Codes Administration under Article I of Chapter 6.

§ 6-15.3 NFPA 58 Liquefied Petroleum Gas Code ~~2014~~ 2017. The NFPA 58 Liquefied Petroleum Gas Code ~~2014~~ 2017, with the modifications found in §6-15.4 of this article, are incorporated by reference. (Ordinance 656 effective July 1st 2015, Historical reference 603)

§ 6-15.4 NFPA 58 Liquefied Petroleum Gas Code Amendments. Amendments for the NFPA 58 Liquefied Petroleum Gas Code are as follows: (Ordinance 603 effective July 1st 2012)

§ 6-15.4.1 Chapter 1. Scope and Administration. Add Section 1.0 Title to read as follows: (Ordinance 603 effective July 1st 2012)

1.0 Title. The NFPA 58 Liquefied Petroleum Gas Code shall be known and may be cited as the Town of Easton, Liquefied Petroleum Gas Code. It is referenced within as this code.

§ 6-15.4.2 Chapter 1. Scope and Administration. Delete, Section 1.7 Enforcement and replace with the following: (Ordinance 603 effective July 1st 2012)

1.7 Administration. The Liquefied Petroleum Gas Code is regulated by the Building Codes Administration under Article I of Chapter 6.

§ {NUMBER?} Chapter 4. Gas Piping Installations. Delete, Section 403.4.2 Steel and replace with the following: (Ordinance)

403.4.2 Steel. Steel, Stainless Steel, and wrought iron pipe shall not be less than standard weight Schedule 40 and shall comply with one of the following standards:

1. ASME B36.10M
2. ASTM A53/A53M
3. ASTM A106
4. ASTM A312

Article VII: Mechanical Codes.

§ 6-16 Incorporation by Reference.

§ 6-16.1 International Mechanical Code ~~2018~~ 2021. The International Mechanical Code ~~2018~~ 2021 with the modifications found in §6-16.2 of this article, is incorporated by reference. (Ordinance 739 effective September 25, 2019, historical reference 604 and 657)

§ 6-16.2 International Mechanical Code Amendments. Amendments for the International Mechanical Code are as follows: (Ordinance 604 effective July 1st 2012)

§ 6-16.2.1 Chapter 1. Scope and Administration. Delete Section 101.1 Title and replace with the following: (Ordinance 604 effective July 1st 2012)

101.1 Title. The International Mechanical Code shall be known and may be cited as the Town of Easton, Mechanical Code. It is referenced within as this code.

§ 6-16.2.2 Chapter 1. Scope and Administration. Delete Section 101.2 Scope and replace with the following: (Ordinance 604 effective July 1st 2012)

101.2 Scope. This code shall regulate the design, installation, maintenance, alteration and inspection of mechanical systems that are permanently installed and utilized to provide control of environmental conditions and related processes within buildings. This code shall also regulate those mechanical systems, system components, equipment and appliances specifically addressed herein. The installation of fuel gas distribution piping and equipment, fuel gas-fired appliances and fuel gas-fired appliance venting systems shall be regulated by the International Fuel Gas Code.

Exceptions: The requirements herein do not apply to work areas subject to the Maryland Building Rehabilitation Code as adopted by the Department of Housing and Community Development under Public Safety Article, §12-1004, Annotated Code of Maryland, except as provided by that Code.

§ 6-16.2.3 Chapter 1. Scope and Administration. Delete Section 101.2.1 Appendices and replace with the following: (Ordinance 604 effective July 1st 2012)

101.2.1 Appendices. Provisions in the Appendices shall not apply unless specifically adopted. Provisions in the Appendices A are incorporated herein.

§ 6-16.2.4 Chapter 1. Scope and Administration. Delete Section 101.3 ~~Intent Purpose~~ and replace with the following: (Ordinance 604 effective July 1st 2012)

101.3 ~~Intent Purpose~~. The purpose of this code is to provide minimum ~~standards requirements~~ to safeguard ~~life or limb~~, health, property and public welfare by regulating and controlling the design, construction, installation, quality of materials, location, operation and maintenance or use of mechanical systems. If a conflict arises as to methods of installation, maintenance, and repair under this Code, the manufacture's operation and installation manual shall govern.

§ 6-16.2.5 Chapter 1. Scope and Administration. Delete, Part 2 Administration and Enforcement and replace with the following: (Ordinance 604 effective July 1st 2012)

103.1 Administration. The Mechanical Code is regulated by the Building Codes Administration under Article I of Chapter 6.

103.2 Requirements for Plans and Specifications. Plans and specifications for the installation of all heating, ventilation, air-conditioning, or refrigeration systems shall;

1. Be approved by a and have affixed to them the name, signature and license number of the Maryland; HVACR Master, Master Restricted, or Engineer.
2. Provide adequate details of mechanical and electrical work, including computations, diagrams, and other essential technical data, shall be filed.
3. Plans shall indicate how required structural and fire resistance rating integrity will be maintained, and where penetrations will be made for electrical, mechanical, plumbing, and communication conducts, pipes, and systems.

Exceptions:

1. For one-family and two-family dwellings, a residential heat gain and loss load calculation, for example, Manual J or its equivalent, shall be filed for new installations.
2. For one-family and two-family dwellings, for the replacement of a condensing unit, air-handling unit, furnace, or boiler in an existing HVACR system documentation shall provide the calculations by which the sizing of the equipment installed was determined. A signed and dated copy of this document shall be retained by the contractor and a copy shall be left with the homeowner upon completion of the work.

§ 6-16.2.6 Chapter 2. Definitions. Add definition to Section 202 for Repair to read as follows: (Ordinance 604 effective July 1st 2012)

REPAIR. To put back in good condition, fix, to renew parts, to make existing systems function. ~~Anything that can be made to work is repairable.~~ The replacement of a system **component or a condenser unit, air handling unit, furnace, or boiler, which make up a system** shall constitute **altering or remodeling replacement**, not repair.

§ 6-16.2.7 Chapter 2. Definitions. Amend the definition of Self Contained Equipment under Section 202 to read as follows: (Ordinance 604 effective July 1st 2012)

SELF-CONTAINED EQUIPMENT. A heating, ventilation, air conditioning or refrigeration device that is designed and manufactured:

1. with its component parts housed within a single chassis;
2. with a standard factory-installed electrical line cord that requires a plug-in device;

3. with no additional external fuel source; and
4. independent of an air-distribution system.

§ 6-16.2.8 Chapter 3. General Regulations. Add Table 301.2.1 Design Conditions – Temperature as follows: (Ordinance 604 effective July 1st 2012)

TOWN OF EASTON DESIGN CONDITIONS - TEMPERATURES						
Winter		Summer				
Design Temp.	Heating Degree Days Below 65°	Design Temp. Dry Bulb	Coincident Design Wet Bulb	Grains Difference 55% RH	Grains Difference 50% RH	Daily Range
21° F	4077	90° F	75	38	45	16°F – 25°F

§ 6-16.2.9 Chapter 3. General Regulations. Add Section 301.14.1 Heat Exchangers Repair to read as follows: (Ordinance 604 effective July 1st 2012)

301.14.1 Heat Exchangers. Temporary repairs may not be made to a damaged heat exchanger.

§ 6-16.2.10 Chapter 3. General Regulations. Delete Section 306.5 Equipment and appliances on roofs or elevated structures, including its exception and replace with the following: (Ordinance 604 effective July 1st 2012)

306.5 Equipment and appliances on roofs or elevated structures. Where equipment and appliances are located on an elevated structure or the roof of a building such that personnel will have to climb higher than 16 feet (4877 mm) above grade to access such equipment or appliance, an interior or exterior means of access shall be provided. Such access shall not require climbing over obstructions greater than 30 inches (762 mm) in height or walking on roofs having a slope greater than 4 units vertical in 12 units horizontal (33-percent slope). Where access involves climbing over parapet walls, the height shall be measured to the top of the parapet wall. Such access shall;

1. Not require the use of portable ladders
2. Be provided with Stairway to Roof installed in accordance with the requirements specified in the International Building Code in the path of travel to and from appliances, fans or equipment requiring service and or,
3. Catwalks installed to provide the required access which are not less than 24” wide and shall have railings as required for service platforms.

§ 6-16.2.11 Chapter 3. General Regulations. Delete Section 306.5.1 Sloped roofs and replace with the following: (Ordinance 604 effective July 1st 2012)

306.5.1 Sloped Roofs. Where appliances, equipment , fans or other components that require service are installed on a roof having a slope of three units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a level platform shall be provided on each side of the appliance or equipment to which access is required for service, repair or maintenance. The platform shall be not less than 30 inches (762 mm) in any dimension and shall be provided with guards. The guards shall extend not less than 42 inches (1067 mm) above the platform, shall be constructed so as to prevent the passage of a 21-inch diameter (533 mm) sphere and shall comply with the loading requirements for guards specified in the International Building Code.

~~**§ 6-16.2.12 Chapter 3. General Regulations.** Delete Section 307.2.3 Auxiliary Protection Method #3. (Ordinance 739 effective September 25, 2019, historical reference 604)~~

§ 6-16.2.13 Chapter 3. General Regulations. Delete Section 309 Temperature Control, including its exception and replace with the following: (Ordinance 604 effective July 1st 2012)

309.1 Space-heating systems. Interior spaces intended for human occupancy shall be provided with active or passive space-heating systems capable of maintaining a minimum indoor temperature of 70°F at a point 3 feet above floor during the period from October 1st to May 15th. The installation of portable space heaters shall not be used to achieve compliance with this section.

Exceptions:

1. When the outdoor temperature is below the winter outdoor design temperature of 10°F, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity.
2. Interior Spaces where the primary purpose is not associated with human comfort.

§ 6-16.2.14 Chapter 6. Duct Systems. Section 603.6.1.1 Duct length of Chapter 6, § 6-16.2.14 of the Code of the Town of Easton is hereby deleted and replaced with the following:

603.6.1.1 Duct length. Flexible air ducts shall be limited to 25 feet (7620 mm) in total length from plenum/trunk duct to supply register, including intermediate distribution boxes.

Exception: Flexible air ducts shall not be limited in length provided that a Manual D has been submitted with the application to analyze the duct system design. (Ordinance 739 effective September 25, 2019)

§ 6-16.2.14 Chapter 6. Duct Systems. Add Section 603.6.1.2 Duct Limitation to read as follows: (Ordinance 604 effective July 1st 2012)

603.6.1.2 Duct limitation. Flexible air ducts shall not be installed in concealed or nonaccessible locations.

§ 6-16.2.15 Chapter 6. Duct Systems. Add Section 603.6.2.3 Connector Limitation to read as follows: (Ordinance 604 effective July 1st 2012)

603.6.2.3 Connector limitation. Flexible air connectors installed in concealed or nonaccessible locations shall be limited in length to 5 feet.

§ 6-16.2.16 Chapter 13. Fuel Oil System Installation. Delete Section 1301.4 Fuel Tanks, Piping and Valves and replace with the following: (Ordinance 604 effective July 1st 2012)

1301.4 Fuel tanks, piping and valves. The tank, piping and valves for appliances burning oil shall be installed in accordance with the requirements of this chapter. When an oil burner is served by a tank, any part of which is above the level of the burner inlet connection and where the fuel supply line is taken from the top of the tank, an approved antisiphon valve or other siphon breaking device shall be installed in lieu of the shutoff valve. Fill and vent piping minimum size shall be: fill piping 2 inches; vent piping 1.25 inches or according to the tank manufacturer's recommendation. All piping shall be of black steel (Schedule 40)

§ 6-16.2.17 Chapter 15. Referenced Standards. Replace all references to the International Fire Code, IFC-12 with the Maryland Fire Prevention Code. (Ordinance 604 effective July 1st 2012)

Article VIII: Plumbing Code.

§ 6-17 Incorporation by Reference.

§ 6-17.1 International Plumbing Code 2018 2021. The International Plumbing Code ~~2018~~ **2021** with the modifications found in §6-17.2 of this article, is incorporated by reference. (Ordinance 740 effective September 25, 2019, historical reference 12, 605, and 658)

§ 6-17.2 International Plumbing Code Amendments. Amendments for the International Plumbing Code are as follows: (Ordinance 605 effective July 1st 2012)

§ 6-17.2.1 Chapter 1. Administration. Delete Section 101.1 Title and replace with the following: (Ordinance 605 effective July 1st 2012)

101.1 Title. The International Plumbing Code shall be known and may be cited as the Town of Easton, Plumbing Code. It is referenced within as this code.

~~**§ 6-17.2.2 Chapter 1. Administration.** Delete the Exception under Section 101.2 Scope. (Ordinance 605 effective July 1st 2012)~~

§ 6-17.2.3 Chapter 1. Administration. Add Section 101.3.1 thru 101.3.22 Basic Principles to read as follows: (Ordinance 605 effective, July 1st 2012)

101.3.1 PRINCIPLE NO. 1 – ALL OCCUPIED PREMISES SHALL HAVE POTABLE

WATER. All premises intended for human habitation, occupancy, or use shall be provided with a supply of potable water. Such a water supply shall not be connected with unsafe water sources, nor shall it be subject to the hazards of backflow, so installed as to prevent backflow or siphonage.

101.3.2 PRINCIPLE NO. 2 – ADEQUATE WATER REQUIRED. Plumbing fixtures, devices, and appurtenances shall be supplied with water in sufficient volume and at pressures adequate to enable them to function properly and without undue noise under normal conditions of use.

101.3.3 PRINCIPLE NO. 3 – HOT WATER REQUIRED. Hot water shall be supplied to all plumbing fixtures which normally need or require hot water for their proper use and function.

101.3.4 PRINCIPLE NO. 4 – WATER CONSERVATION. Plumbing shall be designed and adjusted to use the minimum quantity of water consistent with proper performance, cleaning and with Business Occupations and Professions Article, 12-605(b), Annotated Code of Maryland.

101.3.5 PRINCIPLE NO. 5 – SAFETY DEVICES. Devices for heating and storing water shall be so designed and installed as to guard against dangers from explosion or overheating.

101.3.6 PRINCIPLE NO. 6 – USE PUBLIC SEWER WHERE AVAILABLE. Every building with installed plumbing fixtures and intended for human habitation, occupancy, or use, and located on premises where a public sewer is on or passes said premises within a reasonable distance, shall be connected to the sewer.

101.3.7 PRINCIPLE NO. 7 – REQUIRED PLUMBING FIXTURES. Each family dwelling unit shall have at least one water closet, one lavatory, one kitchen-type sink, and one bathtub or shower to meet the basic requirements of sanitation and personal hygiene. All other structures for human habitation shall be equipped with sufficient sanitary facilities. Plumbing fixtures shall be made of durable, smooth, non-absorbent and corrosion resistant material and shall be free from concealed fouling surfaces.

101.3.8 PRINCIPLE NO. 8 – DRAINAGE SYSTEM. The drainage system shall be designed, constructed, and maintained to guard against fouling, deposit of solids and clogging, and with adequate cleanouts so arranged that the pipes may be readily cleaned.

101.3.9 PRINCIPLE NO. 9 – DURABLE MATERIALS AND GOOD WORKMANSHIP.

The piping of the plumbing system shall be of durable material, free from defective workmanship and so designed and constructed as to give satisfactory service for its reasonable expected life.

101.3.10 PRINCIPLE NO. 10 – FIXTURE TRAPS. Each fixture directly connected to the drainage system shall be equipped with a liquid seal trap.

101.3.11 PRINCIPLE NO. 11 – TRAP SEALS SHALL BE PROTECTED. The drainage system shall be designed to provide an adequate circulation of air in all pipes with no danger of siphonage, aspiration, or forcing of trap seals under conditions of ordinary use.

101.3.12 PRINCIPLE NO. 12 – EXHAUST FOUL AIR TO OUTSIDE. Each vent terminal shall extend to the outer air and be so installed as to minimize the possibilities of clogging and the return of foul air to the building.

101.3.13 PRINCIPLE NO. 13 – TEST THE PLUMBING SYSTEM. The plumbing system shall be subjected to such tests as will effectively disclose all leaks and defects in the work or the material.

101.3.14 PRINCIPLE NO. 14 – EXCLUDE CERTAIN SUBSTANCES FROM THE PLUMBING SYSTEM. No substance which will clog or accentuate clogging of pipes, produce explosive mixtures, destroy the pipes or their joints, or interfere unduly with the sewage-disposal process shall be allowed to enter the building drainage system.

101.3.15 PRINCIPLE NO. 15 – PREVENT CONTAMINATION . Proper protection shall be provided to prevent contamination of food, water, sterile goods, and similar materials by backflow of sewage. When necessary, the fixture, device, or appliance shall be connected indirectly with the building drainage system.

101.3.16 PRINCIPLE NO. 16 – LIGHT AND VENTILATION. No water closet or similar fixture shall be located in a room or compartment which is not properly lighted and ventilated.

101.3.17 PRINCIPLE NO. 17 – INDIVIDUAL SEWAGE DISPOSAL SYSTEMS. If water closets or other plumbing fixtures are installed in buildings where there is no sewer within a reasonable distance, suitable provision shall be made for disposing of the sewage by some accepted method of sewage treatment and disposal.

101.3.18 PRINCIPLE NO. 18 – PREVENT SEWER FLOODING. Where a plumbing drainage system is subject to backflow of sewage from the public sewer or private disposal system, suitable provision shall be made to prevent its overflow in the building.

101.3.19 PRINCIPLE NO. 19 – PROPER MAINTENANCE. Plumbing systems shall be maintained in a safe and serviceable condition from the standpoint of both mechanics and health.

101.3.20 PRINCIPLE NO. 20 – FIXTURES SHALL BE ACCESSIBLE. All plumbing fixtures shall be so installed with regard to spacing as to be accessible for their intended use and for cleaning.

101.3.21 PRINCIPLE NO. 21 – STRUCTURAL SAFETY. Plumbing shall be installed with due regard to preservation of the strength of structural members and prevention of damage to walls and other surfaces through fixture usage.

101.3.22 PRINCIPLE NO. 22 – PROTECT GROUND AND SURFACE WATER. Sewage or other waste shall not be discharged into surface or sub-surface water unless it has first been subjected to some acceptable form of treatment.

§ 6-17.2.4 Chapter 1. Administration. Delete Part 2 Administration and Enforcement and replace with the following: (Ordinance 605 effective, July 1st 2012)

103.1 Administration. The Plumbing Code is regulated by the Building Codes Administration under Article I of Chapter 6.

§ 6-17.2.5 Chapter 2. Definitions. Delete Section 201.3 Terms defined in other codes, and replace with the following: (Ordinance 605 effective, July 1st 2012)

201.3 Terms defined in other codes. Terms that are not defined in this code but are defined in the International Building Code, International Energy Conservation Code, International Fuel Gas Code, International Mechanical Code or the International Residential Code shall have the meanings ascribed to them in those codes.

§ 6-17.2.6 Chapter 2. Definitions. Delete the definition of Air Break under Section 202 General Definitions, and replace with the following: (Ordinance 605 effective, July 1st 2012)

AIR BREAK (Drainage System). A piping arrangement in which a drain from a fixture, appliance or device discharges indirectly into another fixture, receptacle or interceptor at a point below the flood level rim and above the trap seal so installed as to prevent backflow or siphonage.

§ 6-17.2.7 Chapter 2. Definitions. Add a definition for Frostproof Closet under Section 202 General Definitions, to read as follows: (Ordinance 605 effective, July 1st 2012)

FROSTPROOF CLOSET. A hopper with no water in the bowl and with the trap and water supply control valve located below the frost line."

§ 6-17.2.8 Chapter 2. Definitions. Add a definition for Incidental Plumbing Services under Section 202 General Definitions, to read as follows: (Ordinance 605 effective, July 1st 2012)

INCIDENTAL PLUMBING SERVICES. Repair of faucets, ball-cock valves, and shutoff valves; cleaning of choked drain lines and repairing of minor leaks. Incidental Plumbing Services does not include replacement of any plumbing fixture, new installation, or any work, including repairs of faucets, ball-cock valves, and shutoff valves, cleaning of choked drain lines, and repairing of minor leaks, that requires a permit by the Town of Easton.

§ 6-17.2.9 Chapter 2. Definitions. Add a definition for Minor Repair Services under Section 202 General Definitions, to read as follows: (Ordinance 605 effective, July 1st 2012)

MINOR REPAIR SERVICES. Repair or replacement of faucets, ball-cock valves, and shut-off valves; cleaning of choked drain lines; and repairing leaks in piping and fixtures that do not require changes in sizes, types of materials, or pipe configuration. Minor Repair Services does not include complete replacement of any plumbing fixture, new installation, or any work described in this paragraph if a permit is required by the Town of Easton.

§ 6-17.2.10 Chapter 2. Definitions. Delete the definition of Plumbing System under Section 202 General Definitions, and replace with the following: (Ordinance 605 effective, July 1st 2012)

PLUMBING SYSTEM. Includes the water supply and distribution pipes; plumbing fixtures and traps; water-treating or water-using equipment; soil, waste and vent pipes; and sanitary and storm sewers and building drains; in addition to their respective connections, devices and appurtenances within a structure or premises, within the property line. It does not include the mains of a public sewer system or private or public sewage treatment or disposal plant outside the property line.

§ 6-17.2.11 Chapter 2. Definitions. Add a definition for Scavenger under Section 202 General Definitions, to read as follows: (Ordinance 605 effective, July 1st 2012)

SCAVENGER. Any person engaged in the business of cleaning and emptying septic tanks, seepage pits, privies, or any other sewage disposal facility.

§ 6-17.2.12 Chapter 2. Definitions. Add a definition for Vacuum Intake under Section 202 General Definitions, to read as follows: (Ordinance 605 effective, July 1st 2012)

VACUUM INTAKE. A vacuum intake has no trap or mechanical device to keep gasses from leaving the sewer line. An intake is a vertical pipe installed to provide circulation of air to the drainage system. No intake terminal shall be located directly beneath any door, window or other ventilating opening of the building or of an adjacent building, nor shall any such intake terminal be within 10 feet horizontally of such an opening unless it is at least 2 feet above the top of such opening.

§ 6-17.2.13 Chapter 3 General Regulations. Add Section ~~303.5~~ **303.6** Uniform Color Code, to read as follows: (Ordinance 605 effective, July 1st 2012)

~~303.5~~ **303.6 Uniform Color Code.** All non-potable water shall be identified in accordance with section 608.8. All subsurface pipes must be permanently marked or completely colorized for easy identification as follows:

~~303.5.1~~ **303.6.1 YELLOW.** Gas, oil, steam, petroleum, or gaseous materials

~~303.5.2~~ **303.6.2 BLUE.** Water

~~303.5.3~~ **303.6.3 LAVENDER.** Reclaimed water

§ 6-17.2.14 Chapter 3 General Regulations. Delete Section 305.4.1 Sewer Depth, and replace with the following: (Ordinance 605 effective, July 1st 2012)

305.4.1 Sewer depth. Building sewers that connect to private sewage disposal systems shall be a minimum of 30 inches below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 30 inches below grade.

§ 6-17.2.15 Chapter 3 General Regulations. Add Section 306.5 Trenching Protection, to read as follows: (Ordinance 605 effective, July 1st 2012, historical reference 12)

306.5 Trenching Protection. Trenching shall be protected by proper guards around all excavations made on any public right-of-way in the Town and shall cause lights to be provided and maintained on same each night between sunset and sunrise.

§ 6-17.2.16 Chapter 3 General Regulations. Add Section 306.6 Trenching Restoration, to read as follows: (Ordinance 605 effective, July 1st 2012, historical reference 12)

306.6 Trenching Restoration. All streets, road, lanes, alleys and similar, including gutters, curbs and sidewalks, disturbed by trenching shall replace and restore to the standards of the Town.

§ 6-17.2.17 Chapter 4 Fixture, Faucets and Fixture Fittings. Delete Section 403.2.1 Family or Assisted-use toilet facilities serving as separate facilities and replace with the following: (Ordinance 740 effective September 25, 2019, historical reference 605)

403.2.1 Accessible, Family, Assisted-Use or Unisex Toilet Facility. In new construction for assembly and mercantile occupancies, an accessible toilet facility may be provided where an aggregate of six or more male or female water closets are required. In buildings of mixed occupancy, those water closets required for the assembly or mercantile portion of the occupancy would be used to determine the ability to make use of the toilet facility option. The inclusion of the one accessible toilet facility room shall be allowed to replace both one male and one female toilet. Accessible, Family, Assisted- Use or Unisex Toilet Facility shall comply with this section and the requirements for accessible toilet rooms as per standards prescribed in COMAR 09.12.53 Maryland Accessibility Code.

403.2.1.1 Toilet facility shall include only one water closet and only one lavatory.

403.2.1.2 Toilet facility shall be located on an accessible route. Unisex toilet rooms shall be located not more than one story above or below separate-sex toilet rooms. The accessible route from any separate-sex toilet rooms to a unisex toilet room shall not exceed 500 feet/152.4m.

403.2.1.3 Toilet facility shall be designated by accessible signs. Directional signage shall be provided at all separate-sex toilet rooms indicating the location of the nearest unisex toilet room.

§ 6-17.2.18 Chapter 5. Water Heaters. Add Section 501.2.1 Water Circulation, to read as follows: (Ordinance 605 effective, July 1st 2012)

~~405.2.1~~ 501.2.1 Water Circulation. The system shall be equipped with a means to prevent and provide for periodic circulation between the water heater and the exchanger during off seasons.

§ 6-17.2.19 Chapter 5. Water Heaters. Add Section 501.2.2 Informational Sheet, to read as follows: (Ordinance 605 effective, July 1st 2012)

~~405.2.2~~ 501.2.2 Informational Sheet. For all such devices used in Maryland, an informational sheet shall be provided that outlines all of the requirements COMAR 09.20.01.02(I)(1).

§ 6-17.2.20 Chapter 6. Water Supply and Distribution. Add Section 605.4.1 Water Service Pipe, to read as follows: (Ordinance 605 effective, July 1st 2012)

605.4.1 Water Service Pipe. Copper tube when used underground may not be less than type L. All threaded ferrous pipe and fittings shall be galvanized or cement lined, and, when used underground in corrosive soil or filled ground, shall be coal-tar enamel coated, or its equivalent, and threaded points shall be coated and wrapped when installed.

§ 6-17.2.21 Chapter 6. Water Supply and Distribution. Delete Section 608.14 Backflow Protection, and replace with the following: (Ordinance 740 effective September 25, 2019, historical reference 605)

608.14 Backflow Protection. Means of protection against backflow shall be provided in accordance with Sections 608.14.1 through 608.14.9 including but not limited to the following: Operating, dissection, embalming and mortuary tables or similar equipment; in these installations, the hose used for water supply shall terminate at least 12 inches away from every point of the table or attachments; Water closets equipped with flushometer valves or with flushing tanks with submerged float operated ball-cocks; Seat-acting water closets; Bed pan washers; Bidets; Sterilizers with water supply connections; Therapeutic baths with inlets below the rim of the fixture; Water operating waste ejectors, such as used by dentists, undertakers and those who practice colonic irrigation; Bathtubs with inlets

below the rim of the fixture; Wash basins with inlets below the rim of the fixture; Bar, soda fountain, or other sinks with submerged inlets; Laundry trays with faucets below the rim; Sinks with faucets or water inlets below the rim and sinks with loose hose connections; Dishwashing sinks or machines with water inlets below the rim; Cuspidors with water supply connections; Dental cuspidors with water supply connections; Hospital appliances generally, such as sterilizers, condensers, filters, stills, pipette washers, aspirators, and washers; Frostproof hydrants with underground bleed or automatic livestock watering devices; Industrial vats, tanks, etc. of any description which have an inverted water supply connection, or a water supply connection below the top of the spill rim, or in which a hose filler is used; Industrial water supplied process appliances with direct water connections; A rubber hose with hand control or self-closing faucets attached, as used in connection with baths, industrial vats, tanneries, etc.; Pressure water supplied sealing rings on sewage and sludge pumps; Water supply for priming connections; Water supply (hot or cold) to laundry equipment; Condenser cooling connections for refrigeration and air conditioning machinery; Drains from fire sprinklers connected directly to sewers or wastes; Steam tables; Condensers; Stills; Aspirators; Chlorinators; Photographic developing tanks; Laboratory water faucets and cocks with serrated nipples or hose connections; and Any other fixture or installation creating a similar hazard.

§ 6-17.2.22 Chapter 7. Sanitary Drainage. Delete Section 701.2 Connection to Sewer Required, and replace with the following: (Ordinance 740 effective September 25, 2019, historical reference 605)

701.2 Connection to Sewer Required. Every building in which plumbing fixtures are installed and all premises having drainage piping shall be connected to a public sewer, where available, or an approved private sewage disposal system in accordance with the Talbot County Environmental Health Office.

§ 6-17.2.23 Chapter 7. Sanitary Drainage. Add Section 703.7 Building Sewer Size, to read as follows: (Ordinance 605 effective, July 1st 2012 and Ordinance 658 effective July 1, 2015)

703.7 Building Sewer Size. The minimum size of the building sewer shall be 4 inches.

§ 6-17.2.24 Chapter 8. Indirect/Special Waste. Add Section 803.3 Refrigeration Waste, to read as follows: (Ordinance 605 effective, July 1st 2012 and Ordinance 658 effective July 1, 2015)

803.3 Refrigeration Waste. Refrigeration waste pipes may not be smaller than shown in the following:

- a. 1 ¼ inch: 1 inlet serving not more than 100 cubic feet of refrigeration space;
- b. 2 inch: 2 to 12 - 1 ¼ inch inlets or the equivalent refrigeration space;
- c. 3 inch: 13 to 36 - 1 ¼ inch inlets or the equivalent refrigeration space.

§ 6-17.2.25 Chapter 9 Vents. Delete Section 903.1 Roof Extensions, and replace with the following: (Ordinance 605 effective, July 1st 2012)

903.1 Roof extension. All open vent pipes that extend through a roof shall be terminated at least 14 inches above the roof, except that where a roof is to be used for any purpose other than weather protection, the vent extensions shall be run at least 7 feet (2134 mm) above the roof.

§ 6-17.2.26 Chapter 9 Vents. Delete Section 913.3 Stack Vent, and replace with the following: (Ordinance 605 effective, July 1st 2012)

913.3 Stack Vent. A stack vent shall be provided for the waste stack . The size of the stack vent shall be not less than the size of the waste stack . Offsets shall be permitted in the stack vent , shall be located at least 6 inches (152 mm) above the flood level of the highest fixture, Offsets in stacks greater than at a 45 degree angle are not permitted unless all piping from the start of the offset is increased one pipe size and shall be in accordance with Section 905.2. The stack vent shall be permitted to connect with other stack vents and vent stacks in accordance with Section 904.5.

913.3.1 Stack Vent. May be used in any building up to three-story levels of plumbing fixtures. All stacks shall continue undiminished in size through the roof.

913.3.2 Fixture Unit Loading. Capacities may not exceed one-half of the capacities listed in Table 710.1(1) and Table 710.1(2).

913.3.2.1 When all of the plumbing fixtures can only be on one story level, the stack or horizontal drain can receive all of the permitted fixture unit capacity.

913.3.2.2 When the plumbing fixtures can be on two story levels, the maximum fixture unit load on each possible story level may not exceed one half of the total permitted fixture unit capacity.

913.3.2.3 When the plumbing fixtures can be on three story levels, the maximum fixture unit load on each possible story level may not exceed one third of the total permitted fixture unit capacity.

~~**913.3.3 Fixtures for clothes washing and washing machines.** Shall be installed only on the lowest story level.~~

913.3.4 Fixtures Downstream of a Water Closet. Fixtures other than another water closet may not be installed downstream from a water closet unless there is a 5 foot length of pipe without any fixture connections before the next fixture is connected.

913.3.5 Stack Vent Junction. There may not be any fixtures connected within 5 feet downstream or 3 feet upstream from the junction of a vertical line with a horizontal line. The fitting at the junction of a vertical line with a horizontal line shall be full size of the horizontal line to the point where the line is 90 degrees from a horizontal plane.

913.3.6 Minimum size building drain and extensions. Shall be 4 inches to the base of all stacks.

913.3.7 Trap Arm. Each trap arm shall be individually connected into the stack or horizontal line, and the maximum length of the trap arm may not exceed 5 feet. Side inlet connections into a 4-inch closet bend shall be accepted as individual connections.

913.3.8 Entrance fittings from a stack into a horizontal line. Shall have the equivalent sweep and radius of two 45 degree fittings with 1 foot of pipe between the fittings, or the fittings shall have a radius of two times the nominal pipe diameter. The vertical portion of the line shall be completely outside the junction area that turns horizontal.

913.3.9 Entrance fittings into a stack or in a change of direction from horizontal to vertical, horizontal to horizontal. Shall have a minimum radius of one pipe diameter of the upstream horizontal pipe.

913.3.10 Additional Venting. Venting the base of the stack, or other venting, into the building drain, at least 5 feet downstream or upstream from any other connection. Venting may also be permitted into a stack at least 5 feet downstream or upstream from any other connection.

§ 6-17.2.27 Chapter 10 Traps, Interceptors and Separators. Delete Exception 2 for Section 1002.1 Fixture Traps, and replace with the following: (Ordinance 605 effective, July 1st 2012)

2. A combination plumbing fixture is permitted to be installed on one trap, provided that one compartment is not more than 6 inches (152 mm) deeper than the other compartment, the waste

outlets are not more than 30 inches (762 mm) apart and neither outlet is equipped with a food-waste grinder.

§ 6-17.2.28 Chapter 10 Traps, Interceptors and Separators. Add an Exception to Section 1003.1 Where Required, to read as follows: (Ordinance 605 effective, July 1st 2012, historical reference 12)

Exception: Commercial Buildings, a grease interceptor may not be required in restaurants, hotel kitchens, bars, factory cafeterias or restaurants, clubs, or other similar establishments, as determined by the Town of Easton.

§ 6-17.2.29 Chapter 10 Traps, Interceptors and Separators. Add Section 1003.4.3 Point of Discharge, to read as follows: (Ordinance 605 effective, July 1st 2012, historical reference 12)

1003.4.3 Point of Discharge. In a structure where a public sanitary sewer is available, the waste pipe from oil separators shall discharge, if installed, into the public sanitary sewer, or any more restrictive manner as otherwise mandated by the Town of Easton.

§ 6-17.2.30 Chapter 10 Traps, Interceptors and Separators. Add Section 1003.5.1 Point of Discharge, to read as follows: (Ordinance 605 effective, July 1st 2012, historical reference 12)

1003.5.1 Point of Discharge. In a structure where a public sanitary sewer is available, the waste pipe from sand interceptors shall discharge, into the public sanitary sewer, or any more restrictive manner as otherwise mandated by the Town of Easton.

§ 6-17.2.31 Chapter 10 Traps, Interceptors and Separators. Delete Section 1003.1 Where required and replace with the following: (Ordinance 658 effective July 1st 2015)

1003.1 Where required. Interceptors, separators, neutralizers, dilution tanks, or other means shall be provided to prevent the discharge of fats, oils, greases, flammable liquids, sand, solids, acid or alkaline waste, chemicals, or other harmful-hazardous substances from entering a building drainage system, a public or private sewage system or the sewage treatment plant or processes.

§ 6-17.2.32 Chapter 10 Traps, Interceptors and Separators. Add Section 1005 On-Site Subsurface Disposal, to read as follows: (Ordinance 658 effective, July 1st 2015, historical reference 12 and 605)

SECTION 1005 On-Site Subsurface Disposal

1005.1 On-Site Subsurface Disposal. Any new construction of a structure or renovation of an existing structure which discharges liquid wastes which require a interceptor and separator according to Section 1003.1 or which discharges other industrial waste waters shall have the option of discharging into an on-site subsurface disposal system, providing the facility's owner/operator applies for and obtains from the Maryland Department of the Environment a water discharge permit issued pursuant to the provisions and conditions of COMAR

1005.1.1 Underground Tanks. If an underground tank is installed, it shall be corrosion protected and designed according to COMAR

§ 6-17.2.33 Chapter 12. Special Piping and Storage Systems. Delete Section 1201.1 Scope, and replace with the following: (Ordinance 605 effective, July 1st 2012 and Ordinance 658 effective July 1, 2015)

1201.1 Scope. The provisions of this chapter shall govern the design and installation of piping and storage systems for nonflammable medical gas systems and nonmedical oxygen systems. All

maintenance and operations of such systems shall be in accordance with the Maryland Fire Prevention Code.

§ 6-17.2.34 Appendix A. Add Appendix A Mobile Home and Travel Trailer Park Plumbing Standards, to read as follows: (Ordinance 605 effective, July 1st 2012 and Ordinance 658 effective July 1, 2015)

APPENDIX A MOBILE HOME & TRAVEL TRAILER PARK PLUMBING STANDARDS

SECTION A101 GENERAL

A101.1 General. The requirements of this chapter are intended as general requirements for parks and campgrounds that serve travel trailers, recreational vehicles, and mobile homes. Travel trailers and recreational vehicles are used as temporary dwellings for travel or recreational purposes. Mobile homes are movable structures or units that are designed as living quarters.

A101.2 Plumbing Requirements. The primary objective of this Chapter is to assure sanitary plumbing installations in trailer parks and operation of trailer parks.

SECTION A102 DEFINITIONS

Service Buildings. A building housing toilet, laundry and any other such facilities as may be required.

Sewer Connection. Sewer connection is that portion of the drainage piping that extends as a single terminal under the trailer coach for connection with the trailer park drainage system.

Trailer Coach. Any camp-car, trailer, or other vehicle with or without motive power, designed and constructed to travel on the public thoroughfares in accordance with provisions of the Vehicle Code and designed or used for human habitation.

Trailer Coach, Dependent. One which is not equipped with a water closet for sewage disposal.

Trailer Coach, Independent. One which is equipped with a water closet for sewage disposal.

Trailer Coach Drain Connection. The removable extension connecting the trailer coach drainage system to the trailer connection fixture.

Trailer Coach, Left Side. The side farthest from the curb when the trailer home is being towed or in transit.

Trailer Connection Fixture. A connection to a trap that is connected to the park drainage system, and receives the water, liquid or other waste discharge from a trailer coach.

Trailer Park Drainage System. The entire system of drainage piping used to convey sewage or other waste from a trailer connection fixture to the sewer.

Trailer Park Branch Line. That portion of drainage piping that receives the discharge from not more than two trailer connection fixtures.

Trailer Park. Any area or tract of land where space is rented or held-out for rent or occupied by two or more trailer coaches.

Trailer Park Sewer System. That piping that extends from the public or private sewage disposal system to a point where the first trailer park drainage system branch fitting is installed.

Trailer Park Water Service Main. That portion of the water distribution system that extends from the street main, water meter, or other source of supply to the trailer site water service branch.

Trailer Site. That area set out by boundaries on which one trailer can be located.

Trailer Site Water Service Branch. That portion of the water distributing system extended from the park service main to a trailer site, and includes connections, devices, and appurtenances thereto.

Water Service Connection. That portion of the water supply piping that extends as a single terminal under the trailer coach for connection with the trailer coach park water supply system.

SECTION A103 STANDARDS

A103.1 General. Plumbing systems hereafter installed in parks and campgrounds shall conform to the provisions set forth in the Plumbing Code and also to the provisions set forth in this Chapter.

A103.2 Plans and Specifications. Before any plumbing or sewage disposal facilities are installed or altered in any parks and campgrounds, plans and specifications shall be filed, and required permits obtained. Plans shall show the following in detail:

A103.2.1 Plot Plan. Plot plan of the park, drawn to scale, indicating elevations, property lines, driveways, existing or proposed buildings, and sizes of trailer sites.

A103.2.2 Plumbing Layout. Complete specifications and piping layout of proposed plumbing system or alteration.

A103.2.3 Sewage Disposal Layout. Complete specifications and piping layout of proposed sewer system or alteration.

A103.2.4 Conformance. Trailer park plumbing systems shall be designed and installed in accordance with the requirements of this Code and shall, in addition, conform to all other pertinent local codes and State regulations.

A103.3 Materials. Materials shall conform to the approved standards set forth in other sections of this Code.

SECTION A104 DRAINAGE SYSTEM

A104.1 Design and Installation. The parks and campgrounds drainage system shall be designed and installed in accordance with the requirements of this Code.

A104.2 Alternate. The parks and campgrounds drainage system may be installed by the use of a combination waste and vent drainage system, which shall consist of an installation of waste piping, as hereinafter provided in this Section, in which the traps for one or more trailer connection fixtures are not separately or independently vented, but which is vented through the waste piping of such size to provide free circulation of air therein.

A104.3 Each Independent Trailer Site. Each independent trailer site shall be provided with a trapped trailer connection that shall consist of a three inch horizontal iron pipe-size threaded connection, installed a minimum of three inches and a maximum of six inches (from the bottom of the connection), above the finished grade. The vertical connection to the trailer connection fixture shall be anchored in a concrete slab four inches thick, and 18" x 18" square.

A104.4 Above Ground. Any part of the plumbing system extending above the ground shall be protected from damage.

A104.5 Trap Connections. Each trailer site shall be provided with a three-inch I.P.S. male or female threaded connection, extended above the surrounding grade, from a three- inch minimum size vented p-trap.

A104.5.1 Location. Traps shall be located with reference to the immediate boundary lines of the designated space or area within each trailer site that will actually be occupied by the trailer. Each such trap shall be located in the rear third-quarter section along the left boundary line of the trailer parking area not less than one foot or more than three feet from the road side of the trailer and shall be a minimum of five feet from the rear boundary of the trailer site.

A104.5.2 Material. All traps, tail pipes, vertical vents, the upper five feet of any horizontal vent, and the first five feet of any trap branch shall be fabricated from materials approved for use within a building.

A104.6 Restriction. No vertical pipe shall be used in a special waste and vent system, except the vent pipe, and the connection to the trailer connection fixture.

A104.7 Drain Connections. Mobile home and travel trailer drain connections shall be of approved semi-rigid or flexible reinforced hose having smooth interior surfaces and not be less than a 3-inch inside diameter. Main connections shall be equipped with a standard quick-disconnect screw or clamp type fitting, not smaller than the outlet. Main connections shall be gas-tight and no longer than necessary to make the connection between the trailer coach drain connection and the trailer connector fixture on the site.

A104.8 Cleanouts. Cleanouts shall be provided as required by Section 708, except cleanouts shall be provided in the vent stacks one foot above grade.

A104.9 Fixture Unit Loading. For the purpose of determining pipe sizes, each trailer site connection shall be assigned a waste loading value of six fixture units and each trailer park drainage system shall be sized as provided in Table A104.12.

A104.10 Slope. The grade on sewers shall provide a minimum velocity of two feet per second when the pipe is flowing half full.

A104.11 Discharge. The discharge of the parks and campgrounds drainage systems shall be connected to a public sewer.

A104.12 Minimum Pipe Size. Minimum pipe sizes in the drainage system shall be as set forth in Table A104.12.

TABLE A104.12 DRAIN PIPE SIZING		
Maximum Number of Trailers, Individually	Max. No. of Trailers, Wet-Vented System	Size of Drain

Vented Systems		
2	1	3"
30	210	4"
100	50	6"
400	-	8"
1000	-	10"

SECTION A105 VENTING

A105.1 Location. Each wet-vented drainage system shall be provided with a vent not more than 15 feet downstream from its upper trap, and long mains shall be provided with additional relief vents at intervals of not more than 100 feet thereafter. The minimum size of each vent serving a wet-vented system shall be as set forth in Table A105.1.

TABLE A105.1 VENT SIZING	
Size of Wet-Vented Drain	Minimum Size of Vent
3"	2"
4"	3"
5"	4"
6"	5"

A105.2 Vent Connections. All vent intersections shall be taken off above the center line of the horizontal pipe. All vent stacks shall be supported by a four-inch by four-inch redwood post, set in at least two feet of concrete extending at least four inches above the ground, or supported by another approved method.

A105.3 Galvanized Steel Vent Pipe. Galvanized steel vent pipe may extend below the ground vertically, and may directly intersect a drainage line with an approved fitting, if the entire section around both the drain and the galvanized pipe is encased in concrete to prevent any movement. Galvanized steel pipe encased in concrete shall be first coated with bituminous paint, or equivalent protective material.

A105.4 Location of Vent Pipes. Vent pipes shall terminate at least 10 feet above grade and be at least 10 feet from any property line. No vent shall terminate directly beneath any door, window, or ventilation openings of the building or of an adjacent building, nor shall any such vent terminal be within 10 feet horizontally from such opening unless it is at least 2 feet above the top of such opening.

A105.5 Size of Vent Stack. All vent stacks in the wet-vented system shall be three inches or more in diameter, except that a three-inch branch line may be vented by a two-inch vent. See Table A105.1.

A105.6 Wet Vented Branch Drain Lines. No three-inch branch drain shall exceed six feet in length, and no four-inch branch drain shall exceed 15 feet in length, unless they are properly vented.

A105.7 Trailer Connections. Each trailer connection fixture outlet shall be provided with a screw-type plug or cap, and be effectively capped when not in use.

SECTION A106 WATER DISTRIBUTION SYSTEM

A106.1 Conformance. Each parks and campgrounds water distribution system shall conform to the requirements of Chapter 6 of this Code and shall be so designed and maintained as to provide a residual pressure of not less than 20 psi at each trailer site under normal operating conditions.

A106.2 Individual Water Service Branch. Every trailer site shall be provided with an individual water service branch line that shall not be less than 3/4" size, delivering safe, potable water.

A106.3 Connection Components. A control valve shall be installed on the water service branch, followed by an approved backflow preventer in accordance with ASSE 1024 or CSA B64.6 on the discharge side of the control valve, with a pressure relief valve located on the discharge side of the backflow preventer; with a hose connection or other approved attachment on the trailer side of the relief valve. Each such pressure relief valve shall be equipped with a full-size drain with the end of the pipe not more than two feet or less than six inches above the ground and pointing downward. Such drain may terminate at other approved locations. No part of such drain pipe shall be trapped. No shut-off valve shall be installed between any such pressure relief valve and the trailer it serves. The backflow device and relief valve shall be located not less than 12 inches above the grade.

A106.4 Connection Details. The service connection shall not be rigid. Flexible metal tubing is permitted. Fittings at either end shall be of a quick disconnect type not requiring any special tools or knowledge to install or remove.

A106.5 Water Fixture Units. Each trailer outlet on the water distribution system shall be rated as six water supply fixture units.

A106.6 Location of Water Connection. The parks and campgrounds water outlet for each trailer coach space shall be located near the center of the left side of each trailer coach.

A106.7 Fire Protection. In the design of the water distribution system in a parks and campgrounds, consideration for fire outlet stations throughout the park should be made relative to the location and quantity of water necessary during an emergency period.

A106.8 Backflow Protection. All requirements as described in Chapter 6 of this Code shall be considered a part of this Section.

SECTION A107 TESTING

A107.1 TESTING. Installations shall be tested and inspected as required by this Code.

SECTION A108 SANITARY FACILITIES

A108.1 Public Water Closets, Showers, and Lavatories. Separate public water closets, showers, and lavatories shall be installed and maintained for each sex in accordance with the following ratio of trailer sites:

A108.1.1 Dependent Trailer. Parks and campgrounds constructed and operated exclusively for dependent trailers shall have one water closet, one shower, and one lavatory for each 10 sites or fractional part thereof

A108.1.2 Independent Trailer. Parks and campgrounds constructed and operated exclusively for independent trailers shall have one water closet, one shower, and one lavatory for each 100 sites or fractional part thereof.

A108.1.3 Combined Trailer Use. Parks and campgrounds constructed and operated for the combined use of dependent and independent trailers shall have facilities as shown in Table A108.1.3.

TABLE A108.1.3 FACILITIES REQUIRED FOR COMBINED TRAILER USE			
Sites	Water Closets	Showers	Lavatories
2-25	1	1	1
26-70	2	2	2

A108.1.4 Additional Water Closets. For combined trailer use, one additional water closet shall be provided for each 100 sites or fractional part thereof in excess of 70 sites.

A108.2 Exclusivity. Each toilet facility shall be for the exclusive use of the occupants of the trailer sites in the parks and campgrounds.

A108.3 Showers. In every parks and campgrounds, shower bathing facilities with hot and cold running water shall be installed in separate compartments. Every compartment shall be provided with a self-closing door or otherwise equipped with a waterproof draw curtain.

A108.4 Shower Compartments. The inner face of walls of all shower compartments shall be finished with concrete, metal, tile or other approved waterproof materials extending to a height of not less than six feet above the floor. Floors or shower compartments shall be made of concrete or other similar impervious material. Floors shall be waterproof and slope 1/4 inch per foot to the drains.

A108.5 Laundry Facilities. Every parks and campgrounds shall be provided with an accessory utility building containing at least one clothes washer or laundry tray equipped with hot and cold running water for every 20 trailer sites or fractional part thereof, but in no case shall there be less than two laundry trays in any parks and campgrounds.

SECTION A109 MAINTENANCE

A109.1 MAINTENANCE. All required devices or safeguards shall be maintained in good working order. The owner, operator, or lessee of the parks and campgrounds, or their designated agent shall be responsible for the maintenance.

SECTION A110 OPERATOR'S RESPONSIBILITY – VIOLATIONS

A110.1 OPERATOR'S RESPONSIBILITY – VIOLATIONS. When it is evident that there exists, or may exist, a violation of any pertinent regulation, the owner, operator, lessee, person in charge of the

park, or any other person causing a violation shall immediately disconnect the trailer water supply and sewer connections from the park or campground system and shall employ such other corrective measures as may be ordered.

Date of Meeting: February 5, 2024



TOWN COUNCIL INFORMATION ITEM

SUBJECT: **Attainable Housing Task Force**

WARD DISTRICTS: Townwide

STAFF CONTACTS: Lynn Thomas, Town Planner
Miguel Salinas, Director

PURPOSE: To establish a sixteen-member Attainable Housing Task Force (Task Force) to provide prioritized recommendations to the Town Council (Council) for the implementation of policies, regulations, and incentives to further attainable housing in Easton.

BACKGROUND: A joint workshop between the Town Council and Planning Commission was held on January 16, 2024 to discuss proposed zoning code amendments, several of which related to missing middle housing. At the conclusion of the discussion, the Council agreed to staff's suggestion to develop a Scope of Work for the development of a comprehensive strategy that furthers attainable housing in Easton. Outlined below is the proposed Scope of Work that is expected to be completed within a four-month timeframe.

A. Attainable Housing Task Force

Staff proposes establishing a sixteen (16)-member Attainable Housing Task Force to achieve the above-stated objective. The Task Force, with members nominated by the Mayor and appointed by the Council, would include:

- Two members of the Town Council
- Two members of the Planning Commission
- One member of the County Council
- One member of Easton Utilities
- One member of the Easton Affordable Housing Board
- One member of the Easton Economic Development Corporation
- One member of the Talbot County Housing Authority
- One member of the Mid-Shore Board of Realtors
- One member of a non-profit or for-profit housing organization
- One member of the architecture profession
- One member of an HOA Board
- One member of the business community
- Two at-large members

The Task Force will appoint two Co-Chairs. The Department of Planning and Zoning will provide staff support to the Task Force. The first five meetings will be open to the public with the opportunity for public comments at the end of every meeting. The final three meetings are breakout discussions involving task force members for the purpose of developing the objectives and strategies that will be forwarded to the Council.

Table 1: Tentative Meeting Schedule, Agenda & Participants

Meeting	Topic	Agenda
Meeting One	Task Force Kick-Off	Introductions and Purpose of the Task Force Presentations: Overview of the Affordable Housing Board and current housing programs; Town policies; the draft Inclusionary Zoning Ordinance; County recommendations from the 2015 Affordable/Workforce Housing Commission Discussion: Individual perspectives and concerns Public Comment
Meeting Two	Understanding the Challenges	Presentation: Demographic, workforce, and market overview, American Strategies survey Discussion: Zoning and Missing Middle Housing Public Comment
Meeting Three	Balancing the Need Versus Housing Market Realities	Panel: Housing organizations and real estate development Discussion: Attainable Housing Incentives Public Comment
Meeting Four	Impact of Housing on Business Development and Retention	Panel: Talbot County Economic Development Commission, Easton Economic Development Corporation, Talbot County Chamber of Commerce, Mid-Shore Regional Council, University of Maryland Shore Medical Center Discussion: Growth Areas Public Comment
Meeting Five	Attainable Housing Best Practices	Presentation: Salisbury Housing and Community Development, Queen Anne's Community Services, Anne Arundel County Discussion: Short- and Long-term housing policies Public Comment
Meeting Six	Draft Task Force Recommendations	Break-out session Report-outs
Meeting Seven	Draft Task Force Recommendations	Break-out session Proposed objectives and strategies
Meeting Eight	Draft Task Force Recommendations	Finalized proposed objectives and strategies

B. Workforce and Housing Market Assessment

Staff will conduct and analyze workforce and housing market intelligence prior to the second meeting of the Task Force. Workforce and housing intelligence will include, but not be limited to, the number of employees in the workforce earning less than 80%, 50%, and 30% of Easton's Median Family Income (MFI); census commuting patterns; a comparison of housing prices and rents versus MFI over a period of time; a comparison of new housing prices versus existing housing supply on the market; current availability of housing at various price points; and the current inventory of housing by typology. Staff is also considering administering a public sector employee survey that will include the Town of Easton, Talbot County Public Schools and the volunteer fire department.

C. Define the attainability issues

Staff will summarize the public's perceptions of attainable housing, or the lack thereof, from the community input received from the housing-related questions from the comprehensive plan update and the 2022 American Strategies phone survey. Staff will also produce a gap analysis that determines the difference between prototypical housing construction costs by housing type and size in the Easton market versus affordable sales and rental prices. Additional data will include the calculation of affordable sales prices for new homes in the Easton market versus the median house sales price; the percentage of homes sold under calculated affordable sales prices; and the percentage of cost-burdened or severely cost-burdened households. Using this information, staff will define the top contributing factors to a lack of attainable housing.

D. Implement a community education and awareness program

Staff will develop a landing page to inform citizens of Easton and Talbot County on the issues of attainable housing, the Town's ongoing efforts to address housing issues and policies, and the Task Force activities. Staff will also host a community-wide event on the relationship between attainable housing and zoning. Through these outreach efforts, a diverse network of citizens will stay informed on the Town's efforts related to housing.

E. Develop Recommendations

The Task Force will develop policy, regulatory, and incentive recommendations to the Town Council to further attainable housing in Easton. The recommendations will be prioritized with an actionable plan for implementation.

ISSUES: The Scope of Work is expected to be completed within a four-month timeframe, or the end of May where the Task Force will submit its recommendations to the Town Council. The Task Force will be scheduled to meet every other week. If the Task Force agrees that additional meetings are needed to complete their Scope of Work, staff and the Task Force Co-Chairs will provide the Council an update on the progress of their work to date and the new timeframe for completion.

FISCAL IMPACT: There are no fiscal impacts with the exception of the gap analysis, which is a complex formula that determines the difference between prototypical housing construction costs by housing type and size in the Easton market versus affordable sales and rental prices. Staff is exploring assistance from an experienced housing, development, and finance advisory firm to conduct the gap analysis. Assistance will be selected if costs can be absorbed in the Department of Planning and Zoning's current budget FY 24 budget. Further, the data summaries, gap analysis, Task Force recommendations, survey results and other products derived from the Scope of Work will benefit other ongoing planning efforts, including the update to the Comprehensive Plan, the East End Small Area Plan, and the ongoing inclusionary zoning effort.



COUNTY COUNCIL OF TALBOT COUNTY

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February 23, 2024

The Honorable Megan J. Cook
Mayor, Town of Easton
P.O. Box 520
Easton, Maryland 21601

RE: Attainable Housing Task Force

Dear Mayor Cook:

The Talbot County Council is submitting Council member Lynn Mielke to serve on the Town of Easton's Attainable Housing Task Force. The Council appreciates the opportunity to serve on this Task Force to provide input on policies, regulations, and incentives to foster attainable housing in Easton.

Please provide meeting dates/times/locations to Ms. Mielke at lmielke@talbotcountymd.gov.

Thank you for the opportunity to participate.

Sincerely,

COUNTY COUNCIL OF TALBOT COUNTY

Chuck F. Callahan, President

CFC/jkm

cc: Miguel Salinas, Planning Officer, Town of Easton



TOWN OF EASTON

P.O. Box 520
Easton, Maryland 21601
www.town-eastonmd.com

MEMORANDUM

TO: Mr. Frank Gunsallus, President of the Council
Members of the Town Council

cc: Donald J. Richardson
Sharon VanEmburch

FROM: Mayor Megan JM Cook *mjc*

SUBJECT: Housing Task Force Appointments

DATE: April 1, 2024

I am asking for confirmation of the following for appointment to the Housing Task Force:

Talbot County - Lynn Mielke
Easton Planning Commission - Michael Ports
Easton Utilities - John Horner
Easton Affordable Housing Board - Jim Bent
EEDC - Holly DeKarske
TC Housing Authority - Don Bibb
Mid Shore Board of Realtors - Susie Hayward
Housing Organization - Julie Lowe
Architecture - Lauren Dianich
HOA Board - Michael Forester
Business - Ryan Groll
At Large - Paul Weber, Corey Pack, Troy Sherwood, Ramon Gras

Your consideration for the above appointment is appreciated.

EASTON POLICE DEPARTMENT

"With Pride We Serve"

UPCOMING PUBLIC ASSEMBLY EVENT

TO: Mayor Cook and Don Richardson
DATE: February 19, 2024
PREPARED BY: 1st Sgt. Patrick Sally 0135

EVENT: Frederick Douglas Parade

APPLICANT: Jeannie Whitesell – Frederick Douglas Honor Society

LOCATION:

- Parade Route: Start at Easton Elem. School, east on Glenwood Ave, north on Washington Street to Circuit Courthouse.
- West Street / Old Gas Plant Lot – Vendor area
- Circuit Court lawn - Assembly

DATE/TIME: Sept 28, 2024 7am to 4:30pm

ATTENDANCE: 400

PURPOSE: Celebrate life, legacy, history of Frederick Douglas

DETAILS:

- Street closures on West Street from 6am – 5pm to allow for setup
- Vendors will be setup in Old Gas Plant Lot from 7am – 4:30pm
- Parade starts at 10am and ends at Circuit Courthouse where there will be an assembly

SPECIAL REQUESTS:

- Closure of streets during parade (begins at 10am)
- Police to lead parade
- Closure of West Street from Dover St to entrance to EPD parking lot (6am-5pm) to allow for set-up of tent, etc.
- Closure of Old Gas Plant Lot for vendors (7am-5pm)
- No parking to be posted along parade route and in front of Circuit Courthouse

EPD CONCERNS:

- Applicant was advised to obtain County permit for use of Circuit Courthouse grounds and to obtain permission from Talbot County Public Schools for use of Easton Elem. Parking lot. Applicant stated they have submitted the requests.

APPROXIMATE COST:

- 7 traffic control posts during parade – 1 hour per post = **\$455.00**
- No Parking and street closure barricades to be set by on-duty personnel
- Lead car to be provided by on-duty personnel

RECOMMENDATIONS:

- Recommend approval.

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B3600341

PRINT DATE: 04/25/23

PAGE: 01

SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

VENDOR ID:

ECONOLITE CONTROL PRODUCTS
810 CROMWELL PARK DRIVE
SUITE L
GLEN BURNIE, MD 21061
(410)768-4601

REFER QUESTIONS TO:

MATTHEW SMITH
(410)767-3039
MATTHEW.SMITH2@MARYLAND.GOV

ITB: J02R3600002

EXPR DATE: 04/01/24
POST DATE: 04/25/23

DISCOUNT TERMS: . NET 30 DAY
CONTRACT AMOUNT: .00

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

STATEWIDE SOLE SOURCE CONTRACT FOR

ECONOLITE TRAFFIC CONTROL SYSTEM EQUIPMENT

THIS SOLE SOURCE CONTRACT IS FOR A TERM OF ONE (1) YEAR WITH ONE (1) ONE (1) YEAR OPTION, BEGINNING APRIL 1, 2023 THROUGH MARCH 31, 2024.

REQUESTING AGENCIES SHALL ORDER PARTS TO FULFILL THEIR ACTUAL NEEDS. CONTRACT SHALL HAVE NO STIPULATION AS TO MINIMUM OR MAXIMUM QUANTITIES OR DOLLAR VALUE SPEND, AS ORDERS SHALL BE PLACED DIRECTLY TO THE SUPPLIER BY THE USING AUTHORITY AS NEEDED.

VENDOR CONTACT: HUMBERTO POMPA
VENDOR EMAIL: HPOMPA@ECONOLITE.COM
VENDOR PHONE: 240-381-3935

ELECTRONIC TRANSFER FEE:

A. CONTRACTOR SHALL PAY AN ELECTRONIC TRANSACTION FEE TO THE STATE IN THE AMOUNT OF ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE ELECTRONIC TRANSACTION FEE IS CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT, MINUS ANY RETURNS OR CREDITS. THE ELECTRONIC TRANSACTION FEE SHALL NOT BE CHARGED DIRECTLY TO THE CUSTOMER E.G. AS A SEPARATE LINE ITEM, FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACT'S UNIT PRICES.

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STATE OF MARYLAND

***** STATE OF MARYLAND *****

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PAGE: 02

TERMS (cont'd):

B. THE ELECTRONIC TRANSFER FEE SHALL BE SUBMITTED TO:
THE OFFICE OF STATE PROCUREMENT
FISCAL SERVICES DIVISION
301 W. PRESTON STREET, ROOM 1309
BALTIMORE, MD 21201

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C. FAILURE TO REMIT TRANSACTION FEES IN A TIMELY MANNER OR REMITTANCE FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENTS MAY RESULT IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER THE CONTRACT INCLUDING BUT NOT LIMITED TO, A THIRD PARTY ANALYSIS OF ALL CONTRACT ACTIVITY.

D. PRIOR TO AWARD, CONTRACTORS WILL BE ASKED TO CONFIRM IN WRITING THAT THEIR UNIT PRICES INCLUDE THE ONE PERCENT (1%) ELECTRONIC TRANSFER FEE.

THE DEPARTMENT OF GENERAL SERVICES' "TERMS AND CONDITIONS" FOR COMMODITY CONTRACTS OVER \$50,000" AND ALL SPECIFICATIONS, TERMS AND CONDITIONS OF THIS SOLE SOURCE J02R3600002 INCORPORATED HEREIN BY REFERENCE.

0001 55089 EA 1,000,000.0000

TRAFFIC SIGNALS AND EQUIPMENT, ELECTRIC PARTS
REFER TO ATTACHED ECONOLITE EQUIPMENT AND PRICING LIST

_____ END OF ITEM LIST _____

***** LAST PAGE *****

AUTHORIZED BY: _____ DATE: _____

BUYER AUTHORIZED DESIGNEE



ITEM	ECONOLITE PN	DESCRIPTION	Final MSHA BPO PRICE
1	COB21120110000	COBALT G-SERIES TS1 RECEPTACLE WITH 8MB DATAKEY NO COMM	\$ 3,158.46
2	COBS22120120000	COBALT C-SERIES TS1 8MB DATAKEY NO COMM CARD	\$ 2,905.22
3	COBSRM12120120000	COBALT C-SERIES RACKMOUNT NO PWR CORD 8MB DATAKEY NO COMM	\$ 3,459.86
4	COBRM11120110000	COBALT G-SERIES RACKMOUNT NO PWR CORD 8MB DATAKEY NO COMM	\$ 3,775.10
5	STCAB1509-ALL	Hybrid "S" Cabinet - Street Ready	\$ 24,672.32
6	STCAB1509	333S HYBRID CAB MARYLAND	\$ 16,528.74
7	32690GA	36" CABINET	\$ 2,815.23
8	32690G9	"G" Flasher Cabinet Empty	\$ 1,950.00
9	45517G1	TS2-2 PNG P44 BM 16 VERT CABINET	\$ 13,354.47
10	45518G1	TS2-2 PNG M60 PM 16 VERT CABINET	\$ 12,394.40
11	34411G3-2	CABINET 55" (P44) ALUM	\$ 2,172.00
12	34412G3-2	CABINET 60""M" ALUM	\$ 2,946.00
13	SK3050P1	EXTENDER BASE M49 CAB 15"	\$ 391.00
14	SK3051P1	EXTENDER BASE P44 15" HIGH	\$ 426.00
15	44958P1	Mounting Bracket for Nema 5/G cabinet	\$ 15.69
16	171-1255-001	12" EXTENDER BASE, P44 ALUM	\$ 494.00
17	CWRPS604432E	Hybrid "S" Cabinet Cabinet Wrap CABINET WRAPS QUOTED AS NEEDED	\$ 5,000.00
18	025557D333-00	333SD BASE WELDMENT (RISER)	\$ 416.00
19	44928P1	BTM PLATE 49" CAB	\$ 187.00
20	T20407	30 X 17 RUBBER PADS	\$ 58.00
21	T20408	44 X 26 RUBBER PADS	\$ 80.00
22	34150G1	FLASH CONTROL PANEL	\$ 914.00

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23	1133-041 (1133-174)	SMART MONITOR MMU2-16LEip	\$	1,609.50
24	1133-017 (1133-141)	MMU2-16LEip-E W/ETHERNET PORT	\$	1,161.60
25	44693G30	MMU NEMA 16 TS2-1998 STD	\$	935.70
26	174-1029-501-RKIT	MMU PCB Assembly Retro Kit - Hybrid S	\$	850.00
27	174-1029-501-NKIT	MMU PCB Assembly New Kit - Hybrid S	\$	554.00
28	HSU-DUAL	BYPASS SWITCH W/ GENERATOR OPTION	\$	1,060.00
29	1090-015	BATTERY,12V,70AH,6.9W X 10.2L (6 pack)	\$	2,394.00
30	DBLMXU-1400	UPS SYSTEMTRAFFIC1400 WATT LED	\$	3,308.00
31	HSU-1500-DUAL-R	BYPASS SWITCH W/GENERATOR OPT	\$	1,360.00
32	CAB11620	49" UPS CABINET SHELL	\$	3,527.44
33	171-1369-501	GPS 16X W/DB9 CABLE	\$	412.00
34	171-1369-502	GPS 16X W/DB25 CABLE	\$	412.00
35	1084-046	POWER SUPPLY EDI PS250-E	\$	676.90
36	160-1018-501	BUS INTERFACE UNIT 3.0	\$	316.08
37	37006P2	LOAD SWITCH I/P DISPLAY	\$	37.70
38	0767104805	FLASH TRANSFER RELAY	\$	38.00
39	44623P5	FLASHER 2 CKT 15A SOLID STATE	\$	38.60
40	45010G8	ASSEMBLY 8 LOAD RESISTORS	\$	94.00
41	34065G1	PED PB ISOLATION UNIT	\$	85.03
42	32050G1	Ped Isolation Card - Old Style	\$	89.00
43	34030G2	DETECTOR RACK TS2 16 CH	\$	464.06
44	33284G2	CABLE DETECTOR RACK LOOPS 1-8	\$	120.00
45	33284G3	CABLE DETECTOR RACK	\$	66.00
46	33294G2	DET LOOP INTF PANEL	\$	144.00
47	34040G1	DETECTOR INTERFACE PANEL16 LOOPS + OPTICOM	\$	172.00

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48	33284G10	CABLE DET RACK DC PWR	\$	29.06
49	33284G6	CABLE DETECTOR RACK	\$	28.05
50	33284G8	CABLE DETECTOR RACK	\$	72.00
51	33284G84	HARNESS DETECTOR RACK	\$	33.00
52	34845G3	Police/Aux Panel	\$	215.00
53	34840G12	Power Buss Panel	\$	218.00
54	34862G5	SDLC-5 TERM BLOCK	\$	287.00
55	34842G16	Main Panel Control Cable	\$	193.00
56	34842G11	C/CPWR SUPMSHA	\$	113.00
57	34842G15	Cable Det Rack AC and DC with Connector	\$	58.00
58	171-1076-511	POLICE/AUX SWITCH PNL	\$	250.00
59	171-1674-506	POWER BUSS PANEL 4 CONN	\$	193.00
60	171-1132-502	CABLE MAIN PANEL TO AUX	\$	174.00
61	171-1083-533	C/C POWER SUPPLY TO	\$	87.00
62	171-1083-505	CABLE DETECTOR RACK TO	\$	66.00
63	171-1671-511	POLICE/AUX SWITCH PANEL	\$	250.00
64	171-1674-506	POWER BUSS PANEL 4 CONN	\$	237.00
65	171-1710-502	CABLE - MAIN PANEL	\$	182.00
66	171-1676-519	CABLE - POWER SUPPLY	\$	87.00
67	171-1676-505	CABLE - DETECTOR RACK	\$	69.08
68	1133-042	MODULE POWER SUPPLY RACK	\$	739.10
69	160-1018-504	BUS INTERFACE UNIT	\$	254.08
70	171-1161-504	HARNESS SDLC DB 15	\$	74.00
71	34030G8	DET RACK 18 LOOP TS2	\$	761.00
72	33284G21	HARNESS DETECTOR RACK	\$	98.00

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73	33284G30	HARNESS DETECTOR RACK	\$	76.00
74	34040G101	PCA 16 LOOP DET INTERFA PCBA ONLY - NO PANEL	\$	264.00
75	174-1069-501	POLICE PNLMARYLAND333	\$	108.00
76	171-1083-502	CABLE CCA1 CONTROLLER	\$	108.00
77	1084-014	POWER SUPPLY 18W 12VDC	\$	56.25
78	171-1153-501	HUB SDLC DB15 7 CONN	\$	121.00
79	44039P3	RELAY MERCURY DISP 60A	\$	65.00
80	44039P4 (0767108020 new)	RELAY M/C 60	\$	60.00
81	089585D333-00	333S HAND CONTROL HYBRID	\$	88.00
82	31637P4	SURGE ARRESTOR AC SHP300-10	\$	69.00
83	31637P11	SURGE PROTECTOR 1210 IRS	\$	174.00
84	32377P1	MODULE SURRESTOR 8 VOLT	\$	48.00
85	32376P3	SURRESTOR SRA-6LCA-17 T/B	\$	18.00
86	1047-012	Surge Protector - BIU	\$	362.00
87	32560G3	"D" CONN INTERFACE PANEL	\$	276.88
88	32380G1	TELEMETRY INTERFACE PNL	\$	226.56
89	31690G10	CABLE TELEMETRY I/O	\$	153.00
90	32680G4	TELEMETRY INTF PANEL	\$	354.00
91	45900P23	Fiber Optic Tranceiver - Single Mode CHANGE TO CISCO	\$	2,391.00
92	AVISION	VISION VIDEO SENSOR	\$	5,253.00
93	AVCM (A700-1166-01)	COMM MANAGER ACP PRIMARY MODEL	\$	3,377.32
94	33550G5	CABLE CONTROLLER TO AUTOSCOPE	\$	86.14
95	AMBKTM11 (34238G110)	BRKTCAMS/P 8.5" STRGHT NEW PN 205-1031-501	\$	106.00
96	AS017558132SSPNC	EXTENSION BRACKET 58"	\$	240.00

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97	AMBKTM16S (33406P23)	Autoscope Astro Brac (74") Mounting Bracket (Mast Arm)	\$	222.00
98	AMBKTM12 (33409P14)	BRKT"L"CAMERA MTG NEW PN 205-1031-503	\$	221.00
99	ASEASYLOCK	Autoscope EasyLock™ Connector as spare	\$	26.00
100	1175-010	CABLEROUND3 COND 500'	\$	1.04
101	1175-011	CABLEROUND3 COND 1000'	\$	1.04
102	222-1004-501	Y CABLE SDLC BUSS TO COMM MANAGER	\$	100.38
103	CENT-ATMS-001	Centracs System License Expansion (1 Int)	\$	1,632.00
104	CENT-ATMS-025	Centracs System License Expansion (25 Int)	\$	1,306.00
105	CENT-ATMS-0050	Centracs System License Expansion (50 Int)	\$	1,179.00
106	CENT-ATMS-0100	Centracs System License Expansion (100 Int)	\$	727.00
107	CENT-ATMS-0250	Centracs System License Expansion (250 Int)	\$	464.00
108	SFSDE0010000000	Centracs Adaptive Datakey Cobalt	\$	2,500.00
109	MMUFRMINV	MMU TESTING & INVENTORY	\$	260.00
110	MMUFRMREM	MMU REMOTE FIRMWARE	\$	297.00
111	ESI-9007.2	CV – Dual Band (DSRC / C-V2X) Antenna(s) - RSU	\$	960.00
112	ESI-9007.3	CV - GPS Antenna - RSU	\$	510.00
113	ESI-9007.4	CV - Mounting Bracket - RSU	\$	1,020.00
114	ESI-9007.5	CV – RSU Riser Kit - RSU	\$	6,000.00
115	ESI-9007.6	CV - Outdoor/UV/burial rated CAT5E cable - RSU	\$	1.00
116	ESI-9006	CV - Surge Protector - RSU	\$	420.00
117	ESI-8001	CV - POE Comm Switch - RSU	\$	3,150.00
118	ESI-8001.1	CV - POE Comm Switch Power Supply - RSU	\$	630.00
119	ESI-9011	CV - On Board Unit (OBU) (Complete)	\$	11,220.00
120	ESI-9011.1	CV – C-V2X/GPS Antenna - OBU	\$	630.00

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121	ESI-9015	CV Installation Kit (OBU)	\$	3,300.00
122	ESI-9010	CV Application Processor (EVP and TSP)	\$	4,260.00
123	ESI-9007.4	CV - Port Injector and Power Supply - RSU	\$	1,020.00
124	ESI-9011.2	CV - Human Machine Interface	\$	2,730.00
125	ESI-9020	CV - MAP/SPaT File Creation	\$	1,620.00
126	ESI-9007	CV - RSU Accessory Kit	\$	3,030.00
127	ESI-9002.1	CV - Road Side Unit (RSU) C-V2X and 5G (Complete)	\$	16,080.00
128	ESI-9002.2	CV - Road Side Unit (RSU) Dual Band (DSRC / C-V2X) and 5G (Complete)	\$	20,000.00
129	ESI-9003.1	CV - Road Side Unit (RSU) C-V2X and BlueTOAD (Complete)	\$	21,450.00
130	ESI-9003.2	CV - Road Side Unit (RSU) Dual Band (DSRC / C-V2X) and BlueTOAD (Complete)	\$	22,500.00
131	ESI-9011.2	CV - Through the Glass Antenna - OBU	\$	2,730.00
132	VS720H.264HD30LPOESE	VIPER CAMERA POE SIDE EGRESS	\$	5,439.00
133	WTI-POE-I	SIDEWINDER POE INJECTOR	\$	477.00
134	SWPTMI	Side Winder PTZ post top mount bracket	\$	146.00
135	SWCA-POE-AVS (SWCPOE-AVS)	SW H.264 CABLE POE	\$	9.00
136	VS720H.264HD30LPOER	VIPER CAMERA POE	\$	5,137.00
137	VS720H.264HD30LACBR	VIPER CAMERA 85-264 VAC	\$	5,137.00
138	SWWM1 W/VPA	SIDEWINDER WALL MOUNT W/	\$	229.00
139	15-4-913	SIDEWINDER MOUNTING BASE	\$	261.00
140	CAMPAINT	VIPER CAMERA SPECIAL	\$	770.00

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B4600240

PRINT DATE: 02/27/24

PAGE: 01

SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

VENDOR ID:

ECONOLITE CONTROL PRODUCTS
810 CROMWELL PARK DRIVE
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GLEN BURNIE, MD 21061
(410)768-4601

REFER QUESTIONS TO:

MATTHEW SMITH
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ITB:

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DISCOUNT TERMS: .
CONTRACT AMOUNT:

NET 30 DAY
.00

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STATEWIDE SOLE SOURCE CONTRACT FOR

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THIS IS THE FINAL RENEWAL OPTION, EFFECTIVE APRIL 1, 2024 THROUGH MARCH 31, 2025, UNDER THE SAME TERMS & CONDITIONS.

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VENDOR EMAIL: HPOMPA@ECONOLITE.COM
VENDOR PHONE: 240-381-3935

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THE OFFICE OF STATE PROCUREMENT

FISCAL SERVICES DIVISION

301 W. PRESTON STREET, ROOM 1309

BALTIMORE, MD 21201

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0001 55089 EA 1,000,000.0000

TRAFFIC SIGNALS AND EQUIPMENT, ELECTRIC PARTS
REFER TO ATTACHED ECONOLITE EQUIPMENT AND PRICING LIST

END OF ITEM LIST

***** LAST PAGE *****

AUTHORIZED BY: Matthew Smith Procurement Officer

DATE: 2/27/2024

BUYER AUTHORIZED DESIGNEE



TOWN OF
EASTON
ENGINEERING DEPARTMENT

DATE: March 28, 2024
TO: Don Richardson – Town Manager
cc: Mayor Cook
FROM: Rick Van Emburgh, P.E. – Town Engineer
SUBJECT: Traffic Signal Controller - 5 Corners Recommendation

The Town of Easton recently allocated \$1,325,000 in ARPA funds for Traffic Signal Conversion and Upgrade (Project# ARP209). We are finalizing Costs and a Recommendation for the larger Conversion and Upgrade, but in the short term are in need of a replacement Traffic Signal Controller and Accessories at "5 Corners" (Intersection of 2 legs of S Washington, and 1 each of Peachblossom, Idlewild, and Harrison). The current Controller is failing and continues to remain in flashing mode, specifically after the crossing guards are directing school traffic. We are not confident we will be able to continue to provide short term fixes to keep it working properly.

The cost of the replacement Controller is \$19,625.94. The replacement Controller we are requesting is compatible with both the existing system and will be required with the future system. The existing system is Econolite. The future system we will recommend is also Econolite and once we finalize costs, will use the existing Sole Source SHA contract with Econolite to meet the ARPA procurement requirements. We recommend using the existing Sole Source SHA contract with Econolite to meet the ARPA procurement requirements for this purchase as well.

In conclusion, I recommend purchasing the Traffic Signal Controller for 5 Corners from Econolite for \$19,625.94.

END OF RECOMMENDATION



Quotation

1/2/2024

To:	Mario Barone 201 N Washington St Easton 21601 *Ship To Address to be verified URO	Quote Name: EASTON Quote - 5 cortners Project Reference: Econolite Reference: Q-42273-7425
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Item #	Part	Qty	Description	Tariff	Price per	Extended
2	1133-141	2	MMU2-16LEip-E W/ETHERNET PORT BLUE ECPI FACEPLATE	\$9.60	\$1,920.00	\$3,840.00
1	CAB18223	1	TS2-1 PNG M49 DDE 16 VERT CAB CITY OF EASTON, MD IN/OUT BARE	\$34.04	\$10,180.00	\$10,180.00
3	COBG2210000 0000000	1	COBALT G-SERIES EOS TS1/TS2-2 8MB DATAKEY NO COMM	\$28.46	\$3,550.00	\$3,550.00
4	160-1018-501	3	ASSY BUS INTERFACE UNIT	\$1.08	\$307.00	\$921.00
5	FSR-HOUR- TECH	1	TECH LABOR W/CLIENTS PER HOUR; INCLUDES 4 HOURS OF FSR SUPPORT	\$0.00	\$600.00	\$600.00

Subtotal	\$19,091.00
Shipping & Handling*	\$450.00
Taxes**	\$0.00
Tariffs**	\$84.94
TOTAL	\$19,625.94

Onsite Field Service Support Rate: \$150.00/hr (4hr min) or \$2,500.00/day (includes T&E)

Unless specifically requested or noted on this quotation, the product(s) quoted herein may or may not comply with any Buy America requirements.

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EXHIBIT C TO RESOLUTION 6185
ANNEXATION PLAN
2024 ANNEXATION TO THE TOWN OF EASTON OF CERTAIN LANDS LOCATED
ON THE EAST SIDE OF OCEAN GATEWAY/U.S. ROUTE 50 AND CONSISTING OF
17.329 ACRES OF LAND, MORE OR LESS

In accordance with § 4-415 of the Local Government Article of the Annotated Code of Maryland, the Town of Easton hereby sets forth the following Annexation Plan for Resolution No. 6185. Section 4-415 permits amendment of the Annexation Plan during the annexation process.

I. Property. The property proposed for annexation to which this Annexation Plan relates consists of 17.329± acres of land comprised of “TOTAL AREA OF ANNEXATION AREA: 17.329 AC ±” (the “Annexation Property”) on a plat titled “ANNEXATION PLAT ON THE LANDS OF CORRIGAN AND TRIPPE VENTURES, LLC IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND TAX MAP 34, GRID 24 PARCEL 128”, prepared by Lane Engineering, LLC, dated December 21, 2023 (the “Annexation Plat”), which is Exhibit “A” to Resolution 6185.

II. Land Use Patterns and Plans – Existing and Proposed.

A. The 2016 Talbot County Comprehensive Plan identifies the Annexation Property as “Designated Growth Residential” and a “Tier II-B Secondary Mapped Growth Area, Planned for Sewage”.

The 2010 Town of Easton Comprehensive Plan, as amended (the “Easton Plan”), designates the Annexation Property as a Priority 1 Boundary Refinement Area. (Easton Plan Growth Areas Map). The Municipal Growth Element of the Comprehensive Plan defines Boundary Refinement Areas as areas that in most cases “are already developed in Talbot County and they are deemed appropriate for consideration for annexation during the life of this Plan.” (Easton Plan p. 49). The Easton Plan identifies Priority 1, Boundary Refinement Areas, including the Annexation Property, as areas that are “important to bring...into [the] Town.” (Easton Plan p. 257). The Easton Plan was amended in 2016 to incorporate a Sewer Tier Map, in accordance with State law and this map classifies the Property as “Tier II – Planned for Sewer, Municipal or Growth Area.”

B. The pre-annexation Talbot County zoning of the Annexation Property is Town Conservation (TC). The proposed R-10A Residential zoning district permits medium density residential uses. The Petitioner intends to submit a Planned Unit Development (“PUD”) for the property to construct multi-family housing on the property.

C. The R-10A Residential district permits a greater than 50% density than and permits land uses that are not authorized in the County’s Town Conservation (TC) zone. In accordance with § 4-416 of the Local Government Article of the Maryland Annotated Code, if the County expressly approves, the Town may place the annexed land in zoning classifications that permit land uses different from the land uses specified under the Talbot County Zoning Ordinance and/or permits a 50% greater density than that allowed under the Talbot County Zoning Ordinance. The Town intends

to seek Talbot County's express approval to apply the zoning district proposed. Any future development of the Annexation Property shall be in accordance with the Zoning Ordinance provisions applicable to the Annexation Property at the time of the development.

III. Availability of Land for Public Facilities. Following annexation, the Annexation Property will be served by the Easton public water and sewer systems, which will require extension of those public utility systems. Adequate water and sewer capacity exists within the Town's utility systems to serve existing and future uses of the Annexation Property without dedication of additional land. Fire and police protection will be provided by the Easton Volunteer Fire Company and the Town of Easton Police Department using existing facilities. The Town's existing public works, fire, police and emergency services facilities, equipment and personnel are adequate to accommodate the Annexation Property at this time. With the multi-family units there will be an impact on schools, libraries and other recreational services, but the applicant's share of that impact is adequately captured by impact fees. At this time, no additional land for public facilities on the Annexation Property is considered reasonably necessary.

IV. Extension of Municipal Services (Schedule and Financing).

A. Utility Service. Following annexation, all or portions of the Annexation Property may be served by Town water and sewer for facilities. All such extensions will be completed at the Owner's expense and in accordance with the standards and specifications of the Town.

All applicable Town fees and user rates to cover the costs associated with usage- or consumption-based municipal services, such as water and sewer service shall be charged to the Annexation Property.

B. Roads. The Annexation Property has existing access off of Ocean Gateway/U.S. Route 50, which is a State Road.

C. Fire Protection. The Easton Volunteer Fire Company already provides service to the Annexation Property and will continue to provide such service at the same or similar level of service after annexation. The Fire Company receives substantial financial support from the Town.

D. Police Services. Police Services are currently provided by the Talbot County Sheriff's Department. Upon annexation, the Easton Police Department will extend service to the Annexation Property. Service will be provided using existing personnel and equipment. The costs of these services shall be paid out of the Town's general funds.

Pursuant to Section 4-415(g) of the Local Government Article, amendments to this Annexation Plan shall not be construed amendments to the Annexation Resolution, nor may they serve in any manner to cause a re-initiation of the annexation procedure related to the property described in Section I.



TOWN OF EASTON

Sharon M. VanEmburch
Town Attorney
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16 South Washington Street
Easton, Maryland 21601
Telephone: (410)822-1988
Facsimile: (410)820-5053

MEMORANDUM

TO: Mayor and Town Council

FROM: Sharon M. VanEmburch

DATE: March 27, 2024

RE: Corrigan & Trippe Ventures, LLC Annexation

Included in your Council packet are the documents to annex property owned by Corrigan & Trippe Ventures, LLC. Specifically included in the packet is the Annexation Resolution 6185. Attached to the Resolution is the plat, metes and bounds description, and the Annexation Plan required by law. The Annexation Plan can be amended through the annexation process.

Ordinance 811 will apply R-10A Residential zoning to the property. The County zoning for the property is Town Conservation (TC) so a zoning waiver will be required from the County. That will need to be in place prior to the Council acting on Ordinance 811.

The public hearing on all of the documents needs to be scheduled. Given the advertising requirements, the soonest it could be scheduled is May 6th.

The actions that need to be taken at Monday night's meeting are:

1. Introduce Annexation Resolution 6185.
2. Introduce Ordinance 811 to apply R-10A zoning to the Annexation Property.
3. Refer all of the legislation to the Planning Commission for its recommendation.
4. Set a public hearing for all of the legislation.

If you have any questions regarding these documents, please do not hesitate to contact me.

RESOLUTION NO. 6185

A RESOLUTION TO ANNEX A PARCEL OF LAND OWNED BY CORRIGAN & TRIPPE VENTURES, LLC LOCATED ON THE EAST SIDE OF OCEAN GATEWAY/U.S. ROUTE 50, CONSISTING OF 17.329 ACRES OF LAND, MORE OR LESS, INTO THE TOWN OF EASTON AND TO PROVIDE FOR THE TERMS AND CONDITIONS OF THE ANNEXATION.

Introduced by: _____

WHEREAS, the Town of Easton (the “Town”) is authorized by the provisions of §4-401 *et seq.* of the Local Government Article of the Maryland Annotated Code (the “Code”) to expand its municipal boundaries by annexing lands adjacent to it, and wishes to annex a certain parcel of land owned by Corrigan & Trippe Ventures, LLC located on the east side of Ocean Gateway/U.S. Route 50, consisting of 17.329 acres of land, more or less, which parcel is shown and depicted as “TOTAL AREA OF ANNEXATION AREA: 17.329 AC ±” (the “Annexation Property”) on a plat titled “ANNEXATION PLAT ON THE LANDS OF CORRIGAN AND TRIPPE VENTURES, LLC IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND TAX MAP 34, GRID 24 PARCEL 128”, prepared by Lane Engineering, LLC, dated December 21, 2023 (the “Annexation Plat”), which is Exhibit “A” to this Resolution and is also described in a metes and bounds description dated January 11, 2024 prepared by Lane Engineering, LLC entitled “ANNEXATION DESCRIPTION ON THE LANDS OF CORRIGAN AND TRIPPE VENTURES, LLC IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND”, which is Exhibit “B” to this Resolution (“Annexation Description”).

Corrigan & Trippe Ventures, LLC is the owner of one hundred percent (100%) of the assessed value of the real property lying within the area to be annexed and has consented to the annexation. There are no registered voters in Talbot County who reside on the Annexation Property.

The Annexation Property is adjacent to existing Town boundaries. If the Annexation Property is incorporated into the Town boundaries, no enclaves of non-Town land will be created.

Now, therefore, the Town hereby resolves:

Section 1. Modification of Town Boundaries. The corporate boundaries of the Town are hereby amended to include the addition of the Annexation Property, which is described on the Annexation Plat and Annexation Description. The plat and metes and bounds description are subject to technical review and correction by the Town prior to the public hearing to be held on this Resolution.

Section 2. Application of Town Charter; Ordinances; and Taxes. Upon the effective date of this Resolution, the provisions of the Charter and Code of the Town of Easton, and any local public laws enacted or to be enacted affecting the Town, shall be effective within the Annexation Property except to the extent that this Resolution provides otherwise. The Annexation Property shall be included in the Third Election Ward of the Town for purposes of municipal elections until such time as the boundaries for election wards may be modified by the Town Council.

Section 3. Annexation Plan. The Petitioner has prepared an Annexation Plan with regard to the Annexation Property (the “Plan”). The Plan is Exhibit “C” to this Resolution but is not a part hereof, and the Town Council reserves the right to amend the Plan prior to the final enactment of this Resolution in the manner provided in §4-415 of the Local Government Article of the Code.

Section 4. Zoning Classification. Concurrently with the introduction of this Resolution, the Town Council has introduced Ordinance No. 811 to apply a zoning classification of R-10A Residential to the Annexation Property. The Talbot County zoning for the Annexation Property is Town Conservation (TC). The proposed R-10A Residential zoning classification permits land uses that are substantially different from the land uses allowed under the current Talbot County zoning classifications and/or permits development at a substantially higher density exceeding 50% of the density allowed under the current Talbot County zoning classification applicable to the Annexation Property. In accordance with §4-416 of the Local Government Article of the Code, if Talbot County

expressly approves, the Town can place the annexed land in zoning classifications that allow different land uses and/or allows a substantially higher density exceeding 50% of the density allowed under the current Talbot County zoning classification. The classification of the Annexation Property in the R-10A Residential zoning district is contingent upon the Town receiving the express consent of the County prior to the effective date of Ordinance 811. If Ordinance No. 811 is not enacted before the effective date of this Resolution, or, if as enacted, it contains provisions that are deemed unacceptable to the Petitioner, or, if the parties are unable to agree upon the terms of an Annexation Agreement, the Petitioner shall be free to withdraw this request for annexation by written notice delivered to the Town Clerk before the effective date of this Resolution, and this Resolution shall become null and void.

Section 5. Incorporation of Certain Exhibits. Exhibits A, and B are incorporated into this Resolution and made a part of it.

Section 6. Public Hearing and Public Notice. The Town Council shall conduct a public hearing on this Resolution and upon Ordinance No. 811 on _____, 2024 at 5:35 p.m. Prior to the hearing, the Town Clerk shall arrange for the publication of a legally sufficient notice of the hearing in *The Star Democrat* for the Town two times at not less than weekly intervals, the date of publication of the last such notice to be at least 15 days prior to the date of the hearing. In addition, on the date of the first publication of the notice of the hearing, the Town Clerk shall notify the following persons or agencies of the hearing and shall provide them with a photocopy of the legal notice and this Resolution, including Exhibits:

- (a) the Talbot County Council;
- (b) the Talbot County Planning and Zoning Commission;
- (c) the Maryland Department of Planning; and
- (d) the Critical Area Commission for the Chesapeake and Atlantic Coastal Bays.

Section 7. Registration of Boundaries. Within ten (10) days of the effective date of this Resolution, in accordance with the provisions of §4-414 of the Local Government Article of the Code, the Mayor or other Town designee, shall promptly cause a copy of the resolution with the new municipal boundaries to be sent to:

- (a) the Town Clerk;
- (b) the Clerk of the Circuit Court for Talbot County, Maryland; and
- (c) the Maryland Department of Legislative Services.

Pursuant to §4-414(b) of the Local Government Article of the Code, each such official or agency shall keep this Resolution with the new boundaries on record and make it available for public inspection during regular business hours.

Section 8. Effective Date. This Resolution shall become effective 45 days after final enactment unless a petition for referendum has been filed prior thereto in accordance with §4-408, §4-409, or §4-410 of the Local Government Article of the Code or if a petition for referendum is filed and a majority of the votes are in favor of the annexation resolution, the date upon which the Annexation Resolution becomes effective pursuant to §4-412 of the Local Government Article of the Code. This Resolution shall be deemed “finally enacted” on the date on which the Mayor of the Town of Easton indicates his approval of this Resolution by signing it or when the Town Council overrides the Mayor's veto hereof in the manner specified in the Town Charter.

Curry	-
Abbatiello	-
Montgomery	-
Davis	-
Gunsallus	-

I hereby certify that the above Resolution was passed by a yea and nay vote of the Town Council this _____ day of _____, 2024.

Frank Gunsallus, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2024.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____

Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2024.

ORDINANCE NO. 811

AN ORDINANCE OF THE TOWN OF EASTON AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF EASTON TO APPLY THE R-10A RESIDENTIAL ZONING DISTRICT TO CERTAIN LOTS OR PARCELS OF LAND ANNEXED TO THE TOWN OF EASTON BY RESOLUTION NO. 6185 LOCATED TO THE EAST OF OCEAN GATEWAY/U.S. ROUTE 50 CONSISTING, OF 17.329 ACRES OF LAND, MORE OR LESS

Introduced by: _____

WHEREAS, the Town of Easton (“Town”) is authorized by §§ 4-416 and 5-213 of the Local Government Article and § 4-102 of the Land Use Article of the Maryland Annotated Code (“Code”) to exercise planning and zoning jurisdiction in areas annexed by it and to enact and administer a zoning ordinance, which ordinance is Chapter 28 of the Easton Town Code; and

WHEREAS, the Town is authorized by § 4-201 of the Land Use Article of the Code to divide land within the municipal boundaries into zoning districts in a manner it deems best suited to execute the purposes of the Land Use Article; and

WHEREAS, the Town is authorized by § 4-204 of the Land Use Article of the Code to amend, supplement, modify or repeal sections of the zoning ordinance; and

WHEREAS, the Town has acted pursuant to its authority under §4-401 *et. seq.* of the Local Government Article of the Code to introduce Resolution No. 6185 (the “Resolution”) to expand its municipal boundaries by annexing lands adjacent to the present Town. The area proposed for annexation is generally located on the east side of Ocean Gateway/U.S. Route 50, consisting of 17.329 acres of land, more or less, which parcel is shown and depicted as “TOTAL AREA OF ANNEXATION AREA: 17.329 AC ±” (the “Annexation Property”) on a plat titled “ANNEXATION PLAT ON THE LANDS OF CORRIGAN AND TRIPPE VENTURES, LLC IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND TAX MAP 34, GRID

24 PARCEL 128”, prepared by Lane Engineering, LLC, dated December 21, 2023 (the “Annexation Plat”), which is Exhibit “A” to this Ordinance ; and

WHEREAS, the Town Planning Commission considered the annexation and zoning requests during its public meeting on _____, 2024 and recommended that the Town annex the Annexation Property and zone such land as R-10A Residential for several reasons, including:

(1) While the Comprehensive Plan designates the property for future Commercial land use, the Commission believes that given that the current County zoning and the adjacent residential zoning, that R-10A Residential zoning is appropriate and

(2) Given the location and zoning of the property in Talbot County, it is highly likely to be developed regardless of the outcome of the annexation request. It is more appropriate to have this development occur where there is Town infrastructure and under the terms of the Town zoning code and associated design standards and guidelines.

WHEREAS, the Easton Town Council finds that it is in the best interest of the Town to amend the Official Zoning Map of the Town to include the Annexation Property and to establish the R-10A Residential zoning for the Property; and

WHEREAS, the Easton Town Council held a duly noticed public hearing on this Ordinance on Monday, _____, 2024.

Now, therefore, the Town of Easton hereby ordains as follows:

Section 1. Incorporation. The Annexation Plat attached hereto as Exhibit A is incorporated herein by reference.

Section 2. Modification of Official Zoning Map Boundaries and Designation of Zoning. The Official Zoning Map of the Town of Easton is hereby amended to add that certain parcels or tracts of land annexed pursuant to the Annexation Resolution and designated by the plat attached hereto as Exhibit A. The Property shall be assigned classification of R-10A Residential. In accordance

with Section 28-107 of the Zoning Ordinance, the amendment shall be made on the Official Zoning Map promptly after the effective date of this Ordinance by the Easton Town Council.

Section 3. County Zoning Consent. The County zoning for the property is Town Conservation (TC). If the proposed R-10A zoning classification permits land uses that are different from the land uses allowed under the current County zoning classifications applicable to the Annexation Property and/or allows a density greater than 50% of the density allowed under the current Talbot County zoning classification, then in accordance with §4-416 of the Local Government Article of the Code, if Talbot County expressly approves, the Town can place the annexed land in zoning classifications that allow different land uses and/or allows a density greater than 50% of the density allowed under the current Talbot County zoning classification applied to the Annexation Property. The classification of the Annexation Property in the R-10A Residential zoning district is contingent upon the Town receiving the express consent of the County prior to the effective date of this Ordinance. By majority vote on _____, 2024, the County Council of Talbot County, Maryland adopted Resolution No. ____ for the purpose of expressly approving establishment of the municipal zoning as provided by this Ordinance.

Section 4. Survival. Except as amended herein, the remainder of the Official Zoning Map and the remaining terms of existing ordinances shall remain in full force and effect.

Section 5. Effective Date. In accordance with § 4-416 of the Local Government Article of the Code, § 4-203 of the Land Use Article of the Code and Article II, Section 9 of the Easton Town Charter, this Ordinance shall become effective upon the later of: (a) the effective date of the Resolution pursuant to which the land area that is the subject of this Ordinance is annexed to the Town of Easton, (b) ten (10) days after the Town Council's public hearing on this Ordinance, or (c) twenty (20) calendar days after approval by the Mayor or passage of this Ordinance by the Council over the Mayor's veto.

Section 6. Severability. The Easton Town Council intends that, if a court of competent jurisdiction issues a final decision holding that any part of this ordinance is invalid, the remaining provisions hereof remain in full force and effect.

Curry -
Abbatiello -
Montgomery -
Davis -
Gunsallus -

I hereby certify that the above Ordinance was passed by a ye and nay vote of the Council this _____ day of _____, 2024.

Frank Gunsallus, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2024.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____

Megan J. M Cook, Mayor

EFFECTIVE DATE: _____, 2024.



TOWN OF EASTON
Planning & Zoning Department
14 South Harrison Street
P.O. Box 520

STAFF MEMORANDUM

To: EASTON TOWN COUNCIL

From: LYNN B. THOMAS, JR., AICP, TOWN PLANNER

Date: FEBRUARY 26, 2024

Subject: FOLLOW UP INFORMATION RE. ORDINANCE 809 (ZONING FOR CANNABIS-RELATED USES)

The purpose of this memorandum is to provide additional and follow-up information pursuant to the discussion that occurred during the Council's Public Hearing on Ordinance 809, which proposed zoning changes intended to regulate a number of cannabis-related uses in the Town of Easton. My notes and recollection indicate that the list of such issues included the following:

- Provide each Council member a printed copy of the Zoning Map.
- Check on the parking requirement for dispensaries in Cambridge (and perhaps check to see if other communities have a unique standard).
- Clarify the limits the State places on us with regards to zoning regulations for these uses.
- Odor - is what we have proposed sufficient? Can it be extended to other uses?

The balance of this memo will present staff research and additional thoughts on these issues.

A. Zoning Map

A copy of the Zoning Map has been provided to each Council Member. They were placed in your Town inbox on Monday, February 26th. The map can also be accessed online on the Eye Over Easton website and we can also provide copies in a larger (or smaller) format if you prefer.

B. Parking Requirements for Cannabis Dispensaries

The actual parking standard applied in Cambridge to the Sunburst Pharm (the example mentioned at the Hearing) is not as important as the actual “facts on the ground” by which I mean that we know how many parking spaces have been provided and we know the size of the building, so we can calculate an actual parking ratio, and I think the suggestion was (and I concur) that whatever it is, it is insufficient.

The building that now houses the Sunburst Pharm was originally constructed in 1977 as, if my memory is accurate, a 7-11 Convenience Store. Maryland Department of Assessments and Taxation records indicate the structure is 2,650 square feet. The site currently (as of 2/22/24) provides 25 off-street parking spaces. This translates to a parking ratio of 1 space per 106 square feet (if we assume all of the square footage counts). My casual observation of the site is that it is generally at or just below full capacity. It should also probably be noted that this is even with on-street parking on the side street and ample parking across the primary street at a strip shopping center (though these spaces are admittedly not immediately adjacent to the street). Parking on the site appears to be crammed into every available space and it appeared to me on the day I visited that they may be attempting to provide additional parking on an adjacent lot as an area of stones had recently been created.

I have also looked beyond this one specific example to parking standards for this use more generally. I did not find many examples where a jurisdiction had established a parking standard specifically for cannabis dispensaries. In fact, in my admittedly brief initial research, I only identified two such jurisdictions, one local (Oxford) and one not (Neshannock Township, PA), both of which require 1 parking space per 200 square feet of gross floor area. Additionally, I found the following from a study on this issue prepared by the Lochmueller Group for the City of Des Peres, MO):

The field data collection and analysis yielded various insights pertaining to trip generation and parking demand at the dispensaries studied.

- *Square footage is not a reliable independent variable for trip generation or parking demand. As shown from the field observations and analysis, the smallest dispensary in terms of square footage, Proper Cannabis, generated the most trips and likely the highest parking demand.*
- *Adjacent roadway traffic volumes do not necessarily correlate with trip generation of a dispensary. HomeState Dispensary generated the least number of trips despite being located adjacent to Lindebergh Boulevard which had the highest traffic volumes of any site studied, carrying approximately 22,300 vehicles per day (vpd).*
- *Parking durations, or time spent by the customer patronizing the establishment, is variable and unique to each site.*

- Each site studied had approximately 6 to 14 employees throughout the day. Depending on location and available parking, employees may park on site or off site nearby.

Given the aforementioned insights, it can be concluded that the trip generation and parking demand associated with a dispensary is rather unique to each brand. There is not a common characteristic, factor, or variable identified that can be pointed to which directly correlates to trip generation. Rather it can be concluded, trip generation and parking demand of a dispensary are driven by brand name, recognition, and loyalty of the customer base. As a result of the vast fluctuations and variability between the sites studied, it is recommended that the city require a detailed traffic impact analysis from a petitioner for marijuana dispensary that would be based upon the following information provided by the dispensary:

- Sales data – data which includes a sales transaction timestamp (hour, minute, day of week) at a comparable location for that brand.
- Hours of operation – intended hours of operation for the development.
- Number of employees – intended employees, staffing levels, and scheduling information. It should be emphasized that this information will likely be collected from another location or franchise owned by the petitioner.

In the absence of available data from the petitioner (in the situation where they do not have an established location already), it is recommended that the average rate of the three local locations studied be applied for trip generation purposes. This equated to 26.21 trips per 1,000 SF for the March 28, 2023 Page 15 Weekday PM peak hour of the dispensary, which would be presumed to occur concurrently with the peak hour of the adjacent street (4 to 6 PM). This application would exceed the suggested ITE rates for both the peak of the use and the adjacent street and, therefore, offer a conservative basis for estimating a site's trip generation. With regards to the parking supply for the use, given the volatility experienced it is recommended that the City consider a requirement akin to their existing standards. A parking requirement of 2 spaces for every three employees on the maximum shift plus 7 spaces for every 1,000 SF should be adequate in most cases.

The recommended standard highlights a key issue with this use - an unusually large number of employee parking spaces seem to be necessary to a degree that they are not accounted for in the standard ratio in the same way that they apparently are for other uses. The detailed traffic impact analysis suggested in this report may be the best approach for establishing the parking requirement for this use. If you agree, Ordinance 809 should be amended to (at a minimum) include that revision.

C. State Limitations/Requirements

The Security Requirements of the State Legislation for cannabis uses are summarized in the attached guidance paper from the Maryland Medical Cannabis Commission.

With regards to restricting the hours of operation of a dispensary, it appears that the law offers some flexibility as it provides for a maximum opening time of 12 hours per day but no earlier than 8 am and no later than 10 pm. Sharon is of the opinion that we could restrict the hours to say, 9 am to 9 pm, which she also saw in another jurisdiction and that should be consistent with the limits of the law.

Finally, the ability to require growing facilities to operate exclusively indoors was raised as an issue. In our research we discovered another Maryland jurisdiction which imposes this requirement, St. Mary's County. The relevant standards addressing this issue from their Ordinance are:

- (5) Cultivation of cannabis shall be located entirely within one or more completely enclosed buildings, in an indoor facility with rigid walls, a roof and doors.
- (6) In each room of the facility that is used, in whole or in part, for the cultivation or processing of cannabis, Applicant shall seal, screen, or sanitize the room to effectively exclude odors leaving the facility.
- (7) Applicant shall provide certification by a Professional Engineer, Certified Industrial Hygienist, or other equivalently qualified professional that proposed odor control measures will effectively eliminate outdoor odors for all odor sources.

The full text of this ordinance can be found at:

[https://www.stmaryscountymd.gov/docs/Proposed Text Amendment JSH 6 29 003 .pdf](https://www.stmaryscountymd.gov/docs/Proposed%20Text%20Amendment%20JSH%206%2029%20003.pdf)

I have also included the standards of their Ordinance that address the odor issue. They rely on a certification process. There is no mention of the enforcement mechanisms or penalties, which suggests they are treated the same as any other provision of their Zoning Ordinance.

Frederick County also requires cannabis growing to occur indoors through a simple standard that says "Growing shall be conducted indoors." Their complete regulations may be found at:

<https://frederickcountymd.gov/DocumentCenter/View/348326/101023---PROPOSED-BILL---Amendments-to-Ch-1-19-of-the-FCC---Zoning-Ord---Add-Cannabis-Dispensary-Growing-Facility-Processing-Facility>

D. Odor

On the subject of odor, there were questions/comments made by the Council asking whether the language we came up with is the best option for these uses and secondarily, whether we could extend whatever we come up with more generally, similar to how noise or light is sometimes regulated. Early in the Planning Commission's consideration of the proposed cannabis-related zoning amendments, the following table was shared with them, which summarizes how a few different jurisdictions in Oregon and California address the odor issue:

Local and State Regulations

As cannabis operations continue to proliferate, state and local governments are increasingly promulgating regulations and ordinances that directly regulate cannabis emissions. In addition to these cannabis-specific regulations, governmental entities can also rely on nuisance common law statutes to regulate cannabis emissions.

Most cannabis odor regulations are promulgated at the local level. For example:

LOCAL REGULATIONS - SPECIFIC TO CANNABIS OPERATIONS	
LOCATION	LANGUAGE EXCERPT
Los Angeles, California	"A. Business Premises shall be properly ventilated and the exhaust air filtered to neutralize the odor from cannabis so that the odor cannot be detected by a person with a normal sense of smell at the exterior of the Business Premises or on any adjoining property. No operable windows or exhaust vents shall be located on the building façade that abuts a residential use or zone. Exhaust vents on rooftops shall direct exhaust away from residential uses or zones. (Violation Type - Moderate)" ¹³
Oakland, California	"Cannabis facilities shall be designed to provide sufficient odor absorbing ventilation and exhaust system so that any odor generated inside the facility is not detected outside the building, on adjacent properties or public rights-of-way, or within any other unit located within the same building as the Cannabis operator, if the use only occupies a portion of a building." ¹⁴
Long Beach, California	"Every Adult-Use Cannabis Business shall implement adequate ventilation system and odor control filtration measures to prevent odors from inside the cannabis facility from being detected outside the cannabis facility." ¹⁵
Pendleton, Oregon	"Unlawful Release of Marijuana Odor. No owner of real property or person in charge thereof shall allow, permit or cause the odor of marijuana to emanate from that premises to any other property." ¹⁵

These seem to be variations of the common theme of imposing operational standards intended to prevent odor from becoming a nuisance. There is no indication though as to the enforcement mechanisms. That is, do they investigate and enforce based on some subjective measurement (there is, apparently an instrument that measures odors), upon receiving X# of complaints within Y days, through active monitoring by Code Enforcement, or via some other mechanism?

This points out the closely related but different approaches to this issue. On the one hand, there are preemptive operational standards that can be imposed, presumably in recognition of the fact that certain uses have a high probability of producing odors. On the other hand, a local

jurisdiction could establish enforcement provisions and hold all properties to those standards.

The two approaches are clearly not mutually exclusive.

E. Conclusion

An amended version of Ordinance 809 is attached. It has been revised based on the results of our research and based on assumptions of the changes the Council wishes to make as a result of the discussion following the Public Hearing on 2/19/24. If these assumptions are inaccurate or if there are additions, deletions, and/or further revisions you would like to see, the attached would need to be amended again to reflect any such changes. For the purpose of following the proposed revisions, I have maintained the yellow highlighting for proposed new language as indicated in the original Ordinance 809 (i.e., the one on which you held the Public Hearing on 2/19/24) and have used green highlighting to indicate additional new language that is appearing for the first time in this amended Ordinance 809.

The one issue that was brought up that is not addressed in the amended Ordinance is that of whether we should treat cannabis-related uses differently than their corresponding non-cannabis-related version of the same use (e.g., Cannabis dispensary vs. Pharmacy or perhaps Liquor Store and Cannabis Processing vs. Bottling or Distribution Stations for Beverages (?)). The Table below compares how the existing uses are treated with how the new cannabis-related uses are currently proposed to be treated:

		A-1	R-7A	R-10A	R-10M	CB	CG	CL	BC	I	G/I	
	Drug Store/Pharmacy	-	-	-	-	P	P	P	-	-	-	
	Liquor Stores*	-	-	-	-	SE	SE	-	-	-	-	
	Bottling or distribution stations for beverages	-	-	-	-	-	P	-	P	P	-	
603	Cannabis Related Uses											
603.1	Cannabis Dispensary*	-	-	-	-	SE	P	P	-	-	-	SE in CB, CG or CL if Drive-Thru Window is proposed
603.2	Cannabis Growing Facility*	-	-	-	-	-	-	-	SE	P	-	
603.3	Cannabis on-site consumption establishment*	-	-	-	-	-	-	-	-	-	-	
603.4	Cannabis Processing Facility*	-	-	-	-	-	-	-	SE	P	-	

ORDINANCE NO. 809

AN ORDINANCE OF THE TOWN OF EASTON AMENDING
CHAPTER 28 OF THE TOWN CODE (ZONING)

INTRODUCED BY _____

WHEREAS, the Town of Easton is authorized by § 4-102 of the Land Use Article of the Maryland Annotated Code (the “Code”) to enact a comprehensive zoning ordinance, which ordinance is codified as Chapter 28 of the Code of the Town of Easton;

WHEREAS, the Town of Easton is authorized by § 4-204 of the Land Use Article of the Code and § 28-1401 of Chapter 28 of the Code of the Town of Easton to amend, supplement, change or repeal zoning regulations;

WHEREAS, the Easton Town Council approved and enacted a comprehensively revised new Zoning Code which became effective on December 5, 2021;

WHEREAS, the State of Maryland passed legislation legalizing recreational cannabis under certain limitations, which is known as the Cannabis Reform Act (House Bill 556/Senate Bill 516) and was signed into law and became effective on July 1, 2023;

WHEREAS, the Cannabis Reform Act authorizes local governments to establish reasonable zoning requirements for cannabis businesses;

WHEREAS, the Easton Town Council directed the Easton Planning Commission to draft proposed amendments to the Town’s Zoning Code to include definitions, use regulations and supplemental standards for cannabis dispensaries, cannabis growing facilities, cannabis processing facilities, and on-site cannabis consumption establishments;

WHEREAS, the Easton Planning and Zoning Commission considered the matter at a series of meetings and via a 4-1 vote at their regular monthly meeting held on January 18, 2024, the actions of which were transmitted to the Easton Town Council via a letter dated January 31, 2024, the Commission recommended that the Town Council adopt a number of amendments to the Zoning Code as contained in the document attached hereto as Exhibit A; and

WHEREAS, the Easton Town Council held a duly noticed public hearing on this Ordinance on February 19, 2024.

NOW, THEREFORE, the Town of Easton hereby ordains:

Section 1. The relevant sections of Chapter 28 of the Code of the Town of Easton are hereby repealed and reenacted with amendments to read as shown on the attached

Exhibit A:

Section 2. In accordance with Article II, Section 9 of the Easton Town Charter, this ordinance shall become effective on the later of twenty (20) calendar days after approval by the Mayor or passage of this ordinance by the Council over the Mayor's veto.

Curry	-
Abbateiello	-
Montgomery	-
Davis	-
Gunsallus	-

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this _____ day of _____, 2024.

Frank Gunsallus, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2024.

Kathy M. Ruf, Town Clerk

APPROVED:-----

Date: _____, 2024

Megan JM Cook, Mayor

EFFECTIVE DATE: _____, 2024.

EXHIBIT A

2. Amend the Table of Permissible Uses as follows:

Health Services										
	A-1	R-7A	R-10A	R-10M	CB	CG	CL	BC	I	G/I
232	Animal Hospital or Veterinary Clinic*	--	--	--	--	SE	SE	P	--	--
233	Drug Store/Pharmacy	--	--	--	P	P	P	--	--	--
234	Hospital									
235	Medical Cannabis Dispensary*	--	--	--	SE	SE	SE	--	--	--
236	Medical Cannabis Growing Facility*	P	--	--	--	SE	SE	P	P	SE
237	Medical Cannabis Processing Facility*	--	--	--	--	--	--	P	P	--
238	Medical Services	--	--	--	P	P	P	P	--	--
239	Mobile Medical Facility	--	--	--	--	T	--	T	--	T
240	Any Health Service Not Listed Above	--	--	--	SE	SE	SE	SE	--	--

Also possible Temporary Use in the HC District.

6. MISCELLANEOUS/COMBINATION/HYBRID USES										
	A-1	R-7A	R-10A	R-10M	CB	CG	CL	BC	I	G/I
601	Agriculture *	P	P	P	P	--	--	P	P	P
602	Buildings in excess of height or size limitations	--	--	--	--	--	SE	--	--	SE
603	Cannabis Related Uses									
603.1	Cannabis Dispensary*				SE	P	P			
603.2	Cannabis Growing Facility*							SE	P	
603.3	Cannabis on-site consumption establishment*									
603.4	Cannabis Processing Facility*							SE	P	
603	Donation Bins *	--	--	--	SE	SE	SE	SE	SE	--
604	Garage or yard sales *	T	T	T	--	--	--	--	--	--
606	Helipads	A	A	A	A	A	A	A	A	A

Permitted only as Accessory Uses to airports, hospitals, police stations, or other public services.

SE in CB, CG or CL if Drive-Thru Window is proposed

3. Amend the supplemental standards associated with these uses as follows:

Under Commercial Uses (Section 28-1007.2 A):

19. **Medical Cannabis Dispensary**

- a. A ~~medical~~ cannabis dispensary shall be licensed and operate in accordance with State of Maryland regulations for such use pursuant to COMAR 10.62.01 to 10.62.35.
- b. No ~~medical~~ cannabis dispensary shall be permitted within ~~one thousand (1,000)~~ five hundred (500') feet (measured from the closest portion of the affected properties) of any of the following uses: Schools, Colleges & Universities, ~~Houses of Worship~~, Family Day Care, Day Care Group, Day Care Small Group, and Park or one thousand (1,000') feet of another cannabis dispensary.
- c. Owners/operators of a cannabis dispensary shall provide the Town with an up-to-date local contact person (based in Talbot County) who shall be available and authorized to respond to complaints concerning any operational issues associated with the dispensary.
- d. All cannabis dispensaries shall install odor control technology, as necessary, in order to control ventilation at the establishment in such a manner that no odor from cannabis products can be detected outside the building on the same property or on adjacent properties or public rights-of-way, or within any other unit located within the same building as the cannabis dispensary, if the use occupies only a portion of the building. The Operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency.
- e. A cannabis dispensary may not be open to the public prior to 9:00 a.m. or after 9:00 p.m. Operations not involving the public, such as stocking of shelves, completion of bookkeeping, etc., may occur outside this window.
- f. The parking requirement for cannabis dispensaries shall be determined by a detailed traffic impact analysis provided by a petitioner for said use that is based upon the following information provided by the dispensary:
 - Sales data – data which includes a sales transaction timestamp (hour, minute, day of week) at a comparable location for that brand.
 - Hours of operation – intended hours of operation for the development.
 - Number of employees – intended employees, staffing levels, and scheduling information. It should be emphasized that this information will likely be collected from another location or franchise owned by the petitioner.
- g. In no case shall a cannabis dispensary provide parking at a ratio of less than 4 spaces for every three employees on the maximum shift plus 7 spaces for every

Under Industrial Uses (Section 28-1007.3 A):

7. **Medical Cannabis Growing Facility**

- a. A medical cannabis growing facility shall be licensed and operate in accordance with State of Maryland regulations for such use pursuant to COMAR 10.62.01 to 10.62.35.
- b. All cannabis growing facilities shall limit growing operations to indoor, enclosed structures.
- c. Owners/operators of a cannabis growing facility shall provide the Town with an up-to-date local contact person (based in Talbot County) who shall be available and authorized to respond to complaints concerning any operational issues associated with the facility.
- d. All cannabis growing facilities shall install odor control technology, as necessary, in order to control ventilation at the establishment in such a manner that no odor from cannabis cultivation, its processing or the manufacturing of products can be detected outside the building on the same property or on adjacent properties or public rights-of-way, or within any other unit located within the same building as the cannabis growing facility, if the use occupies only a portion of the building. The Operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency.
- e. There shall be no retail sales of cannabis products from cannabis growing facilities.

8. **Medical Cannabis Processing Facility**

- a. A medical cannabis processing facility shall be licensed and operate in accordance with State of Maryland regulations for such use pursuant to COMAR 10.62.01 to 10.62.35.
- b. Owners/operators of a cannabis processing facility shall provide the Town with an up-to-date local contact person (based in Talbot County) who shall be available and authorized to respond to complaints concerning any operational issues associated with the facility.
- c. All cannabis processing facilities shall install odor control technology, as necessary, in order to control ventilation at the establishment in such a manner that no odor from cannabis cultivation, its processing or the manufacturing of products can be detected outside the building on the same property or on

adjacent properties or public rights-of-way, or within any other unit located within the same building as the cannabis processing facility, if the use occupies only a portion of the building. The Operator shall properly maintain all odor mitigation equipment to ensure maximum efficiency.

d. There shall be no retail sales of cannabis products from cannabis processing facilities.

3. Create a new definition for consumption establishments or facility as follows (add to Section 28-114):

On-site cannabis consumption establishment - an indoor or outdoor location, which is open to the public, and licensed to allow individuals who are 21 years or older to consume cannabis on its premises.

4. Add a new note at the end of the Table of Permissible Uses to clarify the intent of the "Any _____ use not listed above" category and to safeguard against the use of this category to propose a combination of cannabis-related uses not intended to be permitted, as follows:

Table 2.1 Notes:

- * - DENOTES A USE SUBJECT TO SUPPLEMENTAL STANDARDS (SEE SECTION 28 - 1007)

A - DENOTES A USE THAT IS PERMITTED ONLY ACCESSORY TO A PERMITTED USE. NOTE THAT THESE ONLY⁴⁰ REPRESENT THE MORE COMMON ACCESSORY USES. OTHER USES MAY BE PERMITTED, ONLY AS ACCESSORY TO A PRINCIPAL PERMITTED USE, IF THE TOWN PLANNER DETERMINES THAT THE PROPOSED ACCESSORY USE IS COMMONLY ASSOCIATED WITH THE PRINCIPAL PERMITTED USE AND THAT IT WILL CLEARLY BE INCIDENTAL TO SAID PRINCIPAL USE.

P - DENOTES A USE THAT IS PERMITTED BY RIGHT

SE - DENOTES A USE PERMITTED WITH A SPECIAL EXCEPTION

T - DENOTES A USE PERMITTED WITH A TEMPORARY USE PERMIT (SEE SECTION 28 - 1306)

-- - DENOTES A PROHIBITED USE

1 - SHOPPING CENTERS WHICH WERE PREVIOUSLY APPROVED AS SPECIAL EXCEPTIONS OR PMR DISTRICTS SHALL BE TREATED AS APPROVED PUD DISTRICTS. ANY CHANGES TO SUCH SHOPPING CENTERS SHALL BE REVIEWED AS PER THE REQUIREMENTS FOR AMENDMENTS TO APPROVED PUD DISTRICTS.

THIS TABLE INDICATES PERMITTED USES IN BASE ZONES ONLY EXCLUDING THE RH DISTRICT AND THE MXV DISTRICT. FOR USES PERMITTED IN THE RH DISTRICT, SEE SECTIONS 28 - 313.3 THROUGH 28 - 313.5. FOR USES PERMITTED IN THE MXV

ZONING DISTRICT. SEE SECTIONS 28-314.2.1. FOR USES PERMITTED IN SPECIAL (OVERLAY AND FLOATING) ZONES, SEE ARTICLES IV – VIII

2 - A COMBINATION OF USES LISTED ABOVE IS ONLY ALLOWED IN THE DISTRICTS WHERE BOTH INDIVIDUAL USES ARE PERMITTED EITHER BY RIGHT OR SPECIAL EXCEPTION. THE GENERAL "ANY USE NOT LISTED ABOVE" USE CATEGORY SHALL NOT BE USED TO PERMIT A COMBINATION OF USES WHERE ALL COMPONENT USES ARE CLEARLY IDENTIFIED IN THIS TABLE AND ONE OR MORE OF SAID USES IS A PROHIBITED (--) USE.

5. Amend Section 28-1001.3 A (Parking Requirements) by adding new use # 13 (see renumbering subsequent uses) as follows:

Use/Activity	Minimum Vehicle Spaces	Maximum Vehicle Spaces	Minimum Bicycle Spaces	Notes
Residential Buildings				
1 Single-Family Detached	2 per du	--	--	
2 Single-Family Attached	2 per du	--	--	
3 Any Middle Housing Type (except single-family attached/Townhome)	0.75 per du	1.0 per du		
4 Multifamily	1 per du	2 per du	0.5 per du	
5 Retirement Community	1 per 3 du	1.5 per du	--	Plus 1 space for any facility vehicles and plus parking for any offices, community centers, etc., per schedule below
6 Nursing Home/Domiciliary Care	0.3 per room	1 per room	--	
Lodging				
7 Hotels/Motels	0.8 per guest room	1.25 per guest room	--	Plus 1 space per 600 sq. ft. of public meeting area and restaurant space
8 Bed & Breakfast	1 per guest room plus two spaces for owner's portion	--	--	
Commercial Buildings				
9 Auto Sales or Showroom	1 per 375 sq. ft. GFA of sales and service building	1 per 200 sq. ft. GFA of sales and service building	--	
10 Auto Rental	1 per 1,000 sf GFA	1 per 200 sf GFA	--	
11 Animal Hospital	1 per employee	1 per 200 sf GFA	--	
12 Automotive Repair Garage	1 per 500 sf GFA, including service bays, wash tunnels, and retail areas	1 per 375 sf GFA, including service bays, wash tunnels, and retail areas	--	
13 Amusement Recreation	The required parking for this use shall be as specified in the Supplemental Standards for the use (Section 28-1002.2.A) to			

AMENDED REGULATIONS GOVERNING VIDEO SURVEILLANCE, INVENTORY CONTROL, AND INSPECTIONS

The following guidance is provided to assist medical cannabis businesses to comply with state laws and regulations governing video surveillance, inventory control, and compliance inspections. This document is not legal advice. Please consult an attorney if you have any questions regarding the legal requirements that apply.

I. Video Surveillance (Effective Date: September 1, 2020)

New Video Surveillance Coverage Requirement:

- **Growers:** maintain video surveillance at the entrance to and within each area where medical cannabis is trimmed, packaged, or stored.
- **Processors:** maintain video surveillance at the entrance to and within each area where medical cannabis is processed, packaged, and stored.
- **Dispensaries:** maintain video surveillance at the entrance to and within each area where medical cannabis is packaged, stored, or dispensed.

Additional video surveillance changes:

1. Licensees must retain video surveillance recordings for a minimum of 90 calendar days.
2. Licensees are no longer required to store the video surveillance recordings at both the licensed premises and at an off-site location. Instead licensees have the discretion to determine whether the recordings will be stored on the premises or off-site.
3. Any recording of security video surveillance must be made available to the Commission or law enforcement for just cause within 48 hours.
4. Each day that a licensee fails to provide a requested video surveillance recording within the minimum 90 calendar days that the recording must be retained constitutes a separate violation, subject to a fine of up to \$10,000 per violation.

II. Theft and Diversion (Effective Date: May 18, 2020)

- Any evidence of theft or diversion must be reported to the Commission and the Maryland State Police within one (1) business day.
- Within 30 business days of discovering the theft or diversion, the licensee shall complete an investigation, amend the licensee's standard operating procedures if necessary, and send a report of the investigation to the Commission.

III. Inventory Control and Entry (Effective Date: May 18, 2020)

Dispensing Medical Cannabis

- Each dispensary agent must have and use a separate METRC log-in to dispense medical cannabis.
- Prior to dispensing medical cannabis to a qualifying patient or caregiver, each dispensary must verify: 1) the qualifying patient or caregiver is currently registered; 2) a certifying provider has issued a valid written certification to the qualifying patient; and 3) the amount of medical cannabis that has already been dispensed pursuant to the written certification.
- **Note:** These new regulatory requirements will better enable the Commission to determine whether a specific dispensary agent has performed the required query of the Commission's data network and may dispense medical cannabis to a qualifying patient or caregiver.

Inventory Tracking and Wholesale and Retail Data

A licensee is required to enter data into METRC that identifies and tracks the licensee's stock of medical cannabis from the time it is propagated from seed or cutting, or delivered or produced to the time it is delivered to another licensee or a qualifying patient or caregiver. Pursuant to the new regulations:

- A licensee is also required to enter the data into METRC in a timely and accurate manner. This means that each licensee must enter into Metrc the actual quantity purchased and amount paid by a licensee or qualifying patient or caregiver. Failure to enter the accurate quantity and price may result in a fine, license suspension, or both.
- Each licensee is expected to enter this information into Metrc at the time of transfer or sale. Failure to enter accurate quantity and price data into Metrc within 24 hours of product transfer or sale may result in a fine, license suspension, or both.

IV. Inspection and Plan of Correction Requirements.(Effective Date: May 18, 2020)

During the course of an inspection or investigation:

- A material misstatement, omission, misrepresentation, or untruth made by a licensee or registrant may result in a fine, suspension/revocation or both.
- A licensee, registrant, agent, or employee shall comply with a Commission request to 1) appear for a sworn statement, or 2) submit specified records or files. Failure to comply may result in a fine, suspension/revocation, or both.
- A licensee must respond in writing to a demand for corrective action within 10 business days. Failure to respond may result in a fine, suspension/revocation, or both.

Questions about this guidance should be directed to the Bureau of Enforcement and Compliance at enforcement.mncc@maryland.gov.

TOWN OF EASTON
NOTICE OF PUBLIC HEARING
Resolution No. 6181, Charter Amendment – Supervisor of Elections

The Council of the Town of Easton will hold a public hearing on Monday, April 1, 2024 at 5:35 P.M. in the Council Meeting Room, 14 South Harrison Street. The purpose of this hearing is to discuss Resolution No. 6181, “A RESOLUTION OF THE TOWN OF EASTON AMENDING THE CHARTER OF THE TOWN OF EASTON REGARDING THE SUPERVISOR OF ELECTIONS.”

Persons wishing to attend or participate in the public hearing who require special accommodations or assistance because of a disability should contact the Town Clerk, Kathy Ruf at the Town Office, telephone number (410) 822-2525 during normal business hours by March 29, 2024.

Kathy M. Ruf
Town Clerk

PLEASE PUBLISH MARCH 10, 2024.

RESOLUTION NO. 6181

A RESOLUTION OF THE TOWN OF EASTON AMENDING THE CHARTER OF
THE TOWN OF EASTON REGARDING THE SUPERVISOR OF ELECTIONS

INTRODUCED BY: _____

WHEREAS, pursuant to the authority of Article XI-E of the Maryland Constitution and Section 4-301 *et. seq.* of the Local Government Article of the Annotated Code of Maryland, the Town of Easton has the authority to enact amendments to the Charter of the Town of Easton;

WHEREAS, the Town Council wishes to modify a provision in the Town Charter to provide that the Supervisor of Elections shall be a registered vote of Talbot County; and

WHEREAS, a public hearing on this charter amendment was held on _____, 2024.

NOW, THEREFORE, the Town of Easton hereby resolves as follows:

Section 1. Article V Section 2 Supervisor of Elections of the Charter of the Town of Easton is hereby repealed and reenacted with amendment to read as follows:

Section 2. Supervisor of Elections.

The Mayor, by and with the consent of the Council, shall appoint, for a four-year term, a person who is a registered vote of ~~[[the Town]]~~ **Talbot County** to act as Supervisor of Elections. The Supervisor of Elections shall not otherwise be employed by the Town of Easton, and shall receive such compensation as the Mayor and the Council from time to time deem appropriate. The Supervisor of Elections shall have the duties and responsibilities set forth in this article and in the ordinance and Code of the Town of Easton relating to the conduct of elections and the registration of voters. (Res. 53, passed 12/15/86, Resolution

No. 6005, November 20, 2012, Resolution _____.)

New material is in **bold** and **underlined** and material to be deleted is enclosed by double bold-faced brackets with bold strike out **[[deleted]]**.

Section 2. The Mayor shall cause a full and exact copy of the Resolution to be continuously posted on the bulletin board of the Town Office for at least forty (40) days after the adoption of this Resolution, and the Town Clerk shall further cause a fair summary of the charter amendment enacted by this Resolution to be published in the *Easton Star Democrat*, a newspaper of general circulation in the Town of Easton, or in any other newspaper of general circulation at weekly intervals in each of the weeks of____, _____, _____ and _____, 2024. The Town Clerk is hereby directed to affix to the minutes of this meeting appropriate certificates of publication and posting.

Section 3. The charter amendment enacted by this Resolution shall become effective on the fiftieth day after its adoption unless a petition requesting that the charter amendment be submitted to referendum is presented to the Town Council on or before the fortieth day after passage of this Resolution in accord with the provisions of Section 4-304 of the Local Government Article of the Annotated Code of Maryland. The Mayor and Town Clerk are hereby authorized and directed to declare this Resolution to be effective by affixing their respective signatures hereto in the space provided on the effective date hereof.

Section 4. As soon as the Charter hereby enacted becomes effective (whether as herein provided or by referendum), the Town Clerk shall cause to be delivered to the Department of

Legislative Reference within 10 days all the information regarding the newly enacted Charter,
this Resolution and any referendum held thereon as may be required by Sections 4-109 and 4-
308 of the Local Government Article of the Annotated Code of Maryland;

Curry -
Abbatiello -
Montgomery -
Davis -
Gunsallus -

Frank Gunsallus, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2024.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____
Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2024