



**Town of Port Deposit
Planning Commission Regular Meeting Minutes
Conference/Video Meeting
February 25, 2021**

The public was invited to call into the meeting via videoconferencing or audio by phone.

Chairman Heck called the meeting to order at 7:02 p.m.

PRESENT: In person: Chairman Heck, Vice Chair Davidson, Commissioner Zimmerman, Commissioner Shuman, Council Liaison Brown, and Town Administrator Rinkerman. Via Zoom: Commissioner Komisar and Legal Counsel Gullo.

ABSENT: None

MINUTES - Minutes from the November 19, 2020 meeting were presented.

Motion was made by Commissioner Zimmerman to approve the minutes from the November 19, 2020 meeting. Seconded by Commissioner Shuman. All in favor. Motion carried unanimously.

NEW BUSINESS

Appointment – Chairman and Vice-Chairman – Motion was made by Commissioner Zimmerman to appoint Jeff Heck as Chairman and Stephen Davidson as Vice-Chairman of the Planning Commission. Seconded by Commissioner Shuman. All in favor. Motion carried unanimously.

FILE 02-2021 **APPLICANT:** Bohler Engineering and MRP Bainbridge I LLC

PROPERTY OWNER: Bainbridge Development Corporation

LOCATION: Bainbridge Naval Base, 430-acres, Jacob Tome Highway, Port Deposit

TAX MAP: 29 **PARCEL:** 648 **ZONE:** Business & Industrial

FOR: General Development Plan for the re-development of approximately 430-acres to include four (4) industrial buildings and associated roadways, site access, and site amenities including parking, utilities, landscaping and stormwater management.

Reid Townsend, MRP Industrial and Andrew Stine, Bohler Engineering presented the general development plan for Phase I which includes approximately 430-acres of the 1100-acre Bainbridge property. Mr. Townsend stated the plans are to include four (4) or five (5) industrial buildings with the largest building at 1.8 million square feet, but designed to be flexible and breakdown into 2 buildings if necessary. He explained that more than 50% of the industrial park will be green space to include trees, reservoir, and landscaped areas, and those plans will be submitted to the Planning Commission for approval.

The County is responsible for the storm water management regulations on Bainbridge. There will be

further discussion on ownership the internal roads.

Mr. Townsend explained that as part of their due diligence regarding off-site improvements, they have submitted a traffic impact study to the State Highway Administration and are anticipating 2 levels of improvement. He stated that the traffic signal at the Jacob Tome Highway and Perrylawn intersection has been deemed adequate for the level of anticipated traffic. However, acceleration and deceleration lanes will be added in addition to lanes for traffic to and from I-95 for flow of traffic.

Mr. Townsend provided an overview of the economic benefits of the re-development of the 430-acres. He stated that it would be a wide range of employment to Port Deposit, including 70% of the employees to work in the warehouse, and potentially 20,000 square feet in each building to be designed as office space.

Chris Rodgers – AECOM reviewed the comments that were submitted in response to the General Development Plan. (Please see the attached letter to view the comments submitted.)

Andrew Stine, Bohler Engineering stated that they should be through the entitlement process by the end of summer 2021, and ready to break ground in the fall of 2021 on the water and sewer extension, all of the park infrastructure, and mass grading for buildings A & B.

The development team answered the following questions from the public:

Q: How close will they be building to the cliffs off of Main Street?

A: Approximately 1(one) mile or more away from the cliffs off of Main Street.

Q: Will Perrylawn Drive remain a 1 lane road each way?

A: Yes, except for the acceleration and deceleration turn lanes.

Q: How many trucks are anticipated traveling on Perrylawn each day?

A: State Highway Administration is currently reviewing the traffic impact study and will be making those determinations. Those results are unknown at this time.

Q: Are there any considerations of green energy development using the roof space?

A: There is ongoing dialogue with Exelon, BGE, and Delmarva power on energy efficiency, however it is more in the hands of those companies and we cannot dictate to that level. Also once tenants move into the buildings, solar panels are not ideal for Class A type buildings as often the roof penetrations and challenges caused from solar panels can greatly impact their products.

Q: Is it a 24 hour/day operation?

A: There are some restrictions in place as far a lighting and noise, but they do not have any say as far as times of operation.

Q: Do the residents have any input regarding the constant truck traffic?

A: Vice Chair Davidson- Yes, they do have input and should bring any concerns to the Planning Commission as we are here to support and represent the residents.

Q: Does the Ordinance state that the Planning Commission gives some level of approval for the general development plan?

A: Counsel Gullo responded that the Planning Commission should approve the plan submitted in order for the project to move forward to preliminary plan review.

Vice-Chair Davidson stated that there was a request for the Planning Commission to address the setbacks for Lot D. The request was to amend the required parking setback from 30 ft. to 22 ft. and the building set back from 300 ft. to 100 ft. He explained that at this time the Planning Commission does not have enough information to entertain the request. Once more information and visuals are provided of the intended request, the Planning Commission can discuss the matter further.

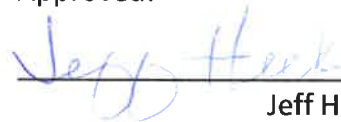
Motion was made by Vice Chair Davidson based on the general intent of the zoning and the concept development plan and its purpose, to approve the concept development plan presented and to move forward based on the discussion held at tonight's meeting. Seconded by Commissioner Zimmerman. All in favor. Motion carried unanimously.

OLD BUSINESS

File 18-2020 – Cecil College - Waiting for SHA review of site distance and speed study before scheduling again before the Planning Commission.

Chair Heck made a motion to adjourn the meeting. Seconded by Vice Chair Davidson. All in favor. The Planning Commission meeting was adjourned at 8:45 p.m. The meeting was recorded and audio is available upon request.

Approved:



Jeff Heck, Chair

February 22, 2021

Vicky Rinkerman, MS
Town Administrator
Town of Port Deposit
64 South Main Street
Port Deposit, MD 21904

**Re: MRPI Bainbridge I, LLC
General Development Plan**

Dear Ms. Rinkerman:

AECOM has reviewed the above-mentioned plan prepared by Bohler, dated 2/4/21 and we offer the comments below. It should be noted that this letter is not intended to address the plans detailed consistency with all of the pertinent requirements of the Zoning Ordinance but to highlight key issues with the General Development Plan and to offer guidance on the site plan review process and subsequent submittals.

Procedural/Administrative

1. The proposed development is being submitted as a General Development Plan (GDP). The GDP is the first plan submittal to the Planning Commission for developments in the Business and Industrial Employment (B&I) District. Subsequent submittals will include a Preliminary Site Plan and a Final Site Plan.
2. Section 39.2.a. of the Zoning Ordinance states:

A general development plan is a site plan by which, at the early stages of development design, the Planning Commission may consider, approve, or restrict major aspects of the development without requiring an undue amount of final design work on the part of the developer. The general development plan is less detailed and specific than a major site plan in terms of exact arrangement of buildings, parking areas, open spaces, access points, and any other site design features. No building permits can be issued based upon a general development plan.

3. The proposed development also involves the creation of four (4) lots and internal streets. Subsequent submittals will be accompanied by separate preliminary and final subdivision plans which also require Planning Commission approval in accordance with the Town's Subdivision Regulations.

4. Note 11 on Sheet 1 lists all of the various regulatory approvals/permits required for the development. While not separate approvals, the applicant should also submit preliminary and final landscape, lighting and architectural elevation plans along with the respective preliminary and final site plans for the Planning Commission's review and approval.
5. As will be discussed below, the applicant is requesting two modifications of Zoning Ordinance requirements from the Planning Commission. The Planning Commission should explicitly address the modification requests in its review of the GDP.
6. The property is zoned Business and Industrial Employment (B&I) District. It should be noted that while the text of the B&I District allows the Planning Commission flexibility and the ability to modify zoning requirements, Section 109.8.7. Standards, also states (underline added):

The following standards will apply to this zoning district and are subject to approval by the Planning Commission. The Planning Commission may impose additional standards due to the nature and location of the proposed use to preserve and protect the character and safety of the Community. Consideration for flexibility within the below provided standards may be considered by the Planning Commission on a case by case basis:

Planning/Technical

7. As mentioned above, the parcel is zoned B&I District. The proposed use, *Distribution Facility*, is a permitted use in the B&I District per Section 175, Table of Permissible Uses.
8. In addition to confirming compliance with specific requirements of the Zoning Ordinance such as permitted uses, setbacks, number of parking spaces, etc., the general criteria to be used by the Planning Commission in the review of all site plans can be found in Section 39.1.e. Additional general criteria for site plans in the B&I District can be found in Section 109.8.3.
9. Bulk requirements for the B&I District can be found in Section 109.8.7 of the Zoning Ordinance.
10. Except as discussed below, AECOM generally concurs with the presentation of the "Bulk Requirements" as indicated in the table on Sheet 1 and the development's consistency with the same.
11. Section 109.8.7.e. states that maximum building height in the B&I District is 75 feet unless adjacent to a residential zone. In such a case the maximum height shall be 55 feet unless additional height is approved by the Planning Commission. AECOM interprets this requirement to apply to all the buildings except the one associated with Lot B.
12. As indicated in the Bulk Requirements table on Sheet 1, two modifications to the required standards are being requested by the applicant. These should be discussed in more detail with the Planning Commission. It appears that two different subsections of Section of 109.8

permit the Planning Commission to modify and/or allow flexibility in the application of the zoning standards in the B&I District. Section 109.8.3 (last paragraph) states:

Modifications to the Town of Port Deposit standards and requirements will be considered by the Planning Commission on a case by case basis dependent upon the site plan and related operations information presented during the process.

Section 109.8.7. Standards, states (underline added):

The following standards will apply to this zoning district and are subject to approval by the Planning Commission. The Planning Commission may impose additional standards due to the nature and location of the proposed use to preserve and protect the character and safety of the Community. Consideration for flexibility within the below provided standards may be considered by the Planning Commission on a case by case basis:

It should be noted that the modifications requested by the applicant are modifications to Section 109.8.7. Standards.

13. The applicant should discuss how the building architecture will comply with the requirements of Section 109.8.7.g. Subsequent submittals should include architectural elevations.
14. While confirmation of compliance is not necessary at the GDP stage, the applicant is advised of the internal and perimeter landscaping requirements for parking lots per Article XVI, Part II of the Zoning Ordinance, the screening and shading requirements of Article XVII and the lighting requirements of Sections 240 and 241.
15. Since the Town does not have formal road standards, the internal roads should be designed per the Cecil County Road Code and Standard Specifications. It should be confirmed that said roads are intended to meet Standard R-10 Major Collector Industrial Road per the Cecil County Road Code.
16. The Applicant should discuss the intent of the extension of the Spine Road on Sheet 21 and apparent intent to extend Bainbridge Boulevard on Sheet 14.
17. Note 10, Development Stages, on Sheet 1 mentions Fiske Road. It is assumed that this is the "Proposed Private Road" being extended from the end of Bainbridge Boulevard to the Spine Road. The intent and construction standard of this road should be discussed with the Planning Commission.
18. The plans do not indicate any sidewalk along the proposed internal roads. This should be discussed with the Planning Commission. Section 109.8.7.i. requires a Pedestrian Plan to be approved by the Planning Commission.

19. Cecil County is the delegated authority for administration of the Stormwater Management Regulations in the Town. The Applicant should discuss the status of the stormwater management plans, the nature of the proposed on-site measures and any off-site/downstream evaluations required by the County.
20. The applicant should discuss the nature of any off-site improvements required by the State Highway Administration.
21. The applicant should discuss the nature and status of public water and sewer service to the project.
22. Section 318.1 of the Zoning Ordinance requires a 100-foot no-disturbance buffer from perennial streams. It is noted that there a few instances where it appears that the proposed development infringes upon said buffer. This should be discussed with the Planning Commission as a formal modification request similar to the other modifications discussed above.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

AECOM Technical Services, Inc.



Christopher J. Rogers, AICP
Principal Planner

Cc: Andrew G. Stine, P.E., Bohler