

Technical Advisory Committee of Cecil County

January 7, 2026

Subdivisions

Northwoods, Section 5, Lots 163-228, Concept Plat, Northwoods Blvd., Carpenter Engineering, LLC, Fifth Election District.

Ronnie Carpenter, Carpenter Engineering, Inc., appeared and presented an overview of the project.

Mr. Worden read the comments from Water & Sewer Planning:
Water and Sewer allocation must be verified at preliminary plat.
Water and sewer allocation must be approved at final plat.

Mr. Lightner read the comments from DPR:
Stormwater Management

1. The Concept Stormwater Management Plan has been approved by the Division of Development Plans Review (DPR).
2. The Preliminary Stormwater Management Plan has been submitted and is under review.

Road & Storm Drains

3. The Road & Storm Drain Plan has been submitted to the Division of Development Plans Review. Comments were provided and must be addressed. The plan must be approved prior to submitting the Final Plat for review.
4. A Road Code variance request was submitted to the Division of Development Plans Review for the horizontal geometry of Peppertree Circle. There are two horizontal curves that do not meet the minimum standard as specified in the Road Code. The variance was granted by the Department of Public Works with the following conditions:
 1. The Concept Plat for Section V is approved with the proposed configuration as shown on Sheets SP01 and SP02.
 2. A landscaping easement is established on the inside of the curve having the 300-foot centerline radius to prevent the planting of trees or large bushes that would hinder the ability of drivers travelling on Peppertree Circle to see vehicles exiting the driveways of lots 131, 132, and 133 as shown.
5. All sheet number and lot number references made within the variance conditions refer to the exhibit included with the variance request.
6. The easement specified in the conditions of the variance approval should be included on the plat.
7. The County's policy is to review all requests for Road Code variances together that their

cumulative impacts can be considered. If additional Road Code variance requests are submitted for this development which could, in DPW's judgement, impact this issue, DPW reserves the right to review, modify, and/or overturn the approval of this variance request.

Sanitary Sewer

8. This site will be served by County sanitary sewer.
9. The Sanitary Sewer Plan has been submitted to the Division of Development Plans Review. The plan must be approved prior to submitting the Final Plat for review.

Sanitary sewer allocation will need to be requested in accordance with Cecil County Sanitary District Policy Memorandum # 1.

Ms. McNinch read the comments from CCSCD:

A preliminary environmental site design plan for this project has been submitted to the District and is under review. All issues regarding erosion and sediment control will be addressed through the environmental site design plan review.

Mr. Goldman read the comments from CCPS:

1. We have current stops within the neighborhood serving Elementary, Middle and High school. This new addition to the neighborhood would have students walking to the current stops there.
2. Schools in this attendance area are Bay View Elementary, North East Middle and North East High School. Please refer to the Capacity Sheet for enrollment at these schools.

Mr. Goldman read the comments from DES:
DES had no comments.

Mr. Goldman stated that staff received public comments from an adjoining property owner, Jessica Kelly. Ms. Kelly is concerned with losing the open space next to her current home, additional homes being built while existing homes are not selling, and less privacy with the addition of more homes. John Jansen, also an adjoining property owner, submitted comments asking the developer for connectivity to his property that is located northeast of this parcel.

Mr. Goldman, LUDS /P&Z read the comments of the division:
This proposal is in compliance with §3.8 of the Subdivision Regulations regarding public notification.

Zoning: Urbanized Residential (UR)

Land Use: This project location is situated within the 2010 Comprehensive Plan's Medium High Density Growth Area (MHDGA) land use district.

Tier Map: As established by the County's adoption of the Sustainable Growth and Agricultural Preservation Act's tier map, this site is located within a Tier 1 [\[1\]](#) area.

Water & Sewer: This site is located within an S-1 (existing sewer) area and W-2 (future water, 0-2 years) area per the 2019 Master Water & Sewer Plan. General Note #9 incorrectly notes that the site is located in the W-1 area and should be corrected.

Priority Funding Area: The site is located in a PFA

Priority Preservation Area: The site is not located in a PPA.

Critical Area: the site is not located within a Critical Area overlay district.

Floodplain: The property is not located in a Floodplain overlay zone.

Fire Response: The site is located within the North East Fire Company (004) service area. As of September 13, 2019, the Division of Planning & Zoning is requesting this information be placed on all subdivisions and site plans for the benefit of the State Department of Assessments and Taxation.

Concept Plat review standards

§4.0.6 of the Subdivision Regulations requires that the TAC and subsequently the Planning Commission, will, in general, be reviewing the Concept Plat with regard to the following:

1. Interior street configuration and layout
2. Proposed density.
3. Entrance locations (both street and driveway)
4. Traffic effect on existing and proposed roads.
5. Water and Sewer facilities.
6. Feasibility of a subdivision in the area, including:
 7. Total number and size of lots
 8. Effect on school district and school bus service
 9. Approximate lot layout and other reserved areas, if any.
7. New land development technique(s)
8. The effect on waterways, shorelines, due to run-off, erosion, etc.
9. Consistency with the Critical Area Program requirements
10. Consistency with the Cecil County Forest Conservation Regulations

11. Stormwater Management requirements.

Additionally, §4.0.8 of Subdivision regulations states that “The review of the Concept Plat is to allow the subdivider to determine feasibility of his project and to determine the maximum density allowable and an acceptable layout on the parcel. Acceptance of the Concept Plat submittal for Planning Commission does not guarantee approval, and the approval of the Concept Plat does not guarantee subsequent (i.e. Preliminary and Final) approvals”

Site History

A Concept Plat for 489 lots was submitted for Review by the Planning Commission on December 15, 1987.

The Section 1 Final Plat was approved April 1990. It was signed on 4/29/92.

A Concept Plat proposing 244 units with a proposed density of 3.25 units per acre, was approved by the Planning Commission on November 20th, 1995, conditioned on:

1. A Traffic Impact Study being submitted with the first Preliminary Plat. This was based on the Planning Commission policy adopted on December 20, 1989, stating that “a Traffic Impact Study shall be required for subdivisions over 100 units. The Planning Commission was concerned about the ability of Razor Strap Road to handle the additional traffic generated by Northwoods.” Further, page 65 of the Comprehensive Plan stated “It is recommended that standards for a traffic impact analysis be developed, and a traffic impact analysis required for significant proposed development. Furthermore, it is recommended that the result of the analysis be used as the basis to require road improvements by prospective developers.”
2. The next phase showing a more centralized open space location and possibly some remote locations at the end of the cul-de-sacs. The Planning Commission recommended redesign of the road system to access the adjoining property at the location of Lots 24 and 25.

The Section 2 Final Plat and the Section 3 (Lots 39-95) Final Plat were approved December 1997 and signed on May 27, 1998.

The Section 4 (Lots 96-162) Final Plat was approved on January 20, 2004, and signed on November 30, 2004.

A Section 5 Concept Plat was approved in 1995 and expired in 2006.

The TAC did review a Preliminary Plat on September 6, 2006. It did not proceed any further.

A Section 5 Concept Plat was approved on September 20, 2021, and expired on September 30, 2024. This plat is a modification of the 2021 Concept Plat. The Concept Plat was approved with five conditions:

1. Heath department requirements being met;
2. DPR requirements being met;
3. Correcting the water service area from W-1 to W-2 in general note 9;
4. Labeling steep slopes greater than 25% on the plat; and
5. Noting that a minimum of 15% of the required COS does not consist of perennial or intermittent stream buffers, non-tidal wetlands or buffers, steep slopes or RTE habitats on the plat.

Density

The UR zone allows for a density of one dwelling units per acre (1 du / 1 acre) for Single Family Detached Dwellings^[2] without Community Facilities,^[3] and four dwelling units per acre (4 du / 1 acre) with Community Facilities.

The new proposed subdivision is proposing 66 du on 21.0 acres, for a density of 3.14 du / 1 ac within the limits of the Concept Plat. This Section 5 Concept Plat is generally consistent with the previously approved Concept and Preliminary Plats.

Section #	Lots in Section	Total Lots	Lots Remaining	Open Space (O.S) in Section	Required O.S. Remaining
1	10	10	234	2.503	11.15
2	28	38	206	4.9748	6.1752
3	57	95	149	1.6321	4.5431
4	67	162	82	2.1	2.4431
5	66	228	16	4.54	0

Schedule of Zoning Regulations

Article VI – Schedule of Zone Regulations – UR zone w/ Community Facilities

	Lot size (sq. ft.)	Lot width (ft)	Front Setback	Rear Setback	Side Setback	Max Height	Road Frontage ^[4]
Detached,	6,500	65	20	20	10	35	100/25

Single Family

The proposed lot sizes are noted to be between 6,500 square feet, and 14,957 square feet.

Water & Sewer

The Concept Plat proposes an extension of the existing water service provided by the Town of North East, Maryland. Water allocation must be provided prior to approval of the Final Plat.

The Concept Plat proposes an extension of the existing sewer service provided by Cecil County. Sewer allocation must be provided prior to approval of the Final Plat.

The Final Plat shall contain a statement signed by the Division of Water & Sewer Planning approving authority, to the effect that use of the community water supply and community sewerage system is in conformance with the Master Water and Sewer Plan.[\[5\]](#)

The Final Plat shall also contain a statement, signed by the owner, to the effect that such facilities will be available to all lots/homes offered for sale.

Transportation

Street system and car parking as required in §7.2 of the Subdivision Regulations requires that surfaced roadways shall be of an adequate width to accommodate anticipated traffic. If this proposal is approved, there would be 16 sites using a single access point on Bradford Court, and the remaining 50 sites using two access points on Pepper Tree Circle. The applicant is advised that the minimum requirements are noted in this section, further discussion with the Division of Development Plans Review may be required.

Grades of streets shall adhere to the design standards in the Cecil County Road Code and shall not, in general, exceed those standards.

Zoning Ordinance Section 277 provides the required off-street parking ratios for Single Family Dwellings; a minimum of 2.0 off-street parking spaces are required per dwelling unit.

7.2.12B.6 requires that all street names shall be approved by the Department of Emergency Services and the Department of Land Use and Development Services (LUDS). Road names shall not be duplicated or analogous to those used elsewhere in the County. Further all proposed suffixes and prefixes shall not deviate from the standards adopted by the United States Postal Service. The proposed road names Bradford Ct, Silver Maple Ct and Red Oak Ct have been APPROVED by DES and LUDS in 2006. The road name, Red Oak Drive has been previously denied, a new name will need to be submitted and approved prior to the Planning Commission submittal of the Concept Plat.

The Planning Commission adopted a Traffic Impact Study (TIS) policy on November 21, 2022, that a Site, Local, or Regional TIS shall be required in certain circumstances. The applicant should make themselves aware of this new policy. Staff will be recommending a TIS.

Sidewalks are required along both sides of internal streets, per Section 26.5 of the Zoning Ordinance. Sidewalks are depicted on the plat. A sidewalk maintenance note, stating if the Homeowner's Association or property owners are responsible for sidewalk maintenance, must be included on the plat.

Environmental

A 110' perennial stream buffer is required for all perennial streams present. This buffer shall be expanded to include contiguous areas of hydric soils, highly erodible soils, and soils on slopes greater than 15% -- to a maximum distance of 160'. A perennial stream is noted on-site along the northern property line. The 110' buffer must be expanded along areas of steep slope. Through comparison to the December 11, 2025, Preliminary Stormwater Plan submission, the buffer is expanded into the area proposed for the submerged gravel wetland. In addition, there is proposed grading within the 110' buffer on lots 193 and 194. These disturbances must be addressed.^[6]

A 25' buffer is required around all intermittent streams present. The applicant is advised that this requirement may expand to a higher standard due to Forest Conservation and/or Floodplain standards. One intermittent stream, and the 25-foot stream buffer, is shown on the plat. However, our data shows that the intermittent stream connects to the perennial stream; this connectivity is missing on the plat. In addition, our data depicts two branches of intermittent streams (that are missing on the plat) in the location of the proposed submerged gravel wetland.

A 25' buffer is required around all non-tidal wetlands present. No wetlands are suggested to exist on-site.

Permits are required from the (US Army) Corps of Engineers and MDE for all non-tidal wetland and stream impacts prior to recordation. Jurisdictional Determinations (JD) are required in conjunction with permitting. A JD is recommended to be done prior to Final Plat review by the Department of Land Use and Development Services but required to be completed prior to recordation.^[7]

Flood Protection Setbacks, as defined by Zoning Ordinance Section 288, are present for all watercourses. The Flood Protection setbacks must be delineated on the plat for the intermittent streams. There are numerous disturbances to the Flood Protection Setback that must be addressed.

Dwellings or impervious surfaces shall not occur on slopes with a grade of 25% or more covering a contiguous area of 10,000 ft² or more. On slopes between 15 and 25%, good engineering practices shall be used to ensure sediment and erosion control and slope stabilization before, during and after disturbance activities. [\[8\]](#) Steep Slopes must be shown on the Preliminary Plat.

The habitats of rare, threatened, and endangered species, as described by the Maryland DNR Natural Heritage Program, must be avoided.

In the UR zoning district, a bufferyard meeting the Bufferyard B Standard per Appendix B of the Zoning Ordinance are required along collector and arterial roads. A Bufferyard meeting the Bufferyard A standard shall be placed along contiguous agricultural uses. This bufferyard may be waived by the Planning Commission when the principal structures are setback 300 feet from the boundary line. Street trees are required along internal streets. [\[9\]](#)

Per §187.2, the Planning Commission may require bufferyard to separate different zoning districts from one another. Multiple adjoining properties have different zoning districts.

Bufferyard shall be unoccupied except for utility facilities, identification signs, or exits and entrances.

For subdivisions proposed on property contiguous to operating farms, notice shall be provided on the plat that an agricultural operation is being conducted on a contiguous property and said agricultural operation is protected from nuisance claims provided the conditions of Article I, § 4 are being complied with.

The requirements of the Forest Conservation Regulations shall be met, including the approval of the Forest Stand Delineation (FSD) prior to submitting the Concept Plat to the Planning Commission. [\[10\]](#) A Forest Stand Delineation [\[11\]](#) was approved on September 8, 2021. A Preliminary Forest Conservation Plan (PFCP) must be approved prior to Preliminary Plat submittal to the Planning Commission.

Open Space

No less than fifteen percent (15%) of the gross area of the subdivision shall be devoted to open space and recreation area in a subdivision greater than 10 lots. [\[12\]](#) Required open space shall not include roadways and bufferyard. The Concept Plat proposes 4.54 acres of Common Open Space (21.6%)

Zoning Ordinance Section 176.2 requires that no more than 40% of Common Open Space shall consist of wetlands. As zero acres of wetlands exist on-site, zero acres (0%) of the Common Open Space is within wetlands.

Section 176.2 also requires a minimum of 15 % of the Common Open Space shall not consist of stream buffers, wetlands or wetland buffers, steep slopes, or habitats of rare, threatened, and endangered species. The total area of Common Open Space that meets this condition must be noted on the plat.

A Subdivision Agreement and financial surety will be required for any physical improvements in the open space prior to recordation.

Soil, Ground Cover, and Site Drainage

A Stormwater Management Concept Plan (C-SWM) must be approved prior to submittal of the Concept Plan to the Planning Commission.

School Capacity Data

School information: FY 2025 EFMP	Elementary Bay View ES	Middle North East MS	High School North East HS
FTE	610	758	1,008
Capacity	608	712	1,009
% Utilization	100%	106%	100%

Concept Plat Required Information^[1]

Per Subdivision Regulations §4.0.13, notable corrections are:

1. The entire boundary of the subdivision must be depicted. Currently the northern corner of the subdivision is truncated from Sheet CP-2, and therefore some of the Common Open Space is not depicted.
2. A symbol for a presumed utility (line with boxes) is not labeled in the legend.
3. The existing zoning of all adjacent parcels must be labelled.
4. All existing easements within the subdivision must be depicted. In the absence of any existing easements, please include a note stating as such.
5. All existing cemeteries within the subdivision must be depicted. In the absence of any existing cemeteries, please include a note stating as such.

The following must be completed prior to Concept Plat submittal to the Planning Commission:

1. Drafting corrections, per the Division of Water and Sewer Planning and the Division of

Development Plans Review, being met

2. Corrections should be made to bring the Concept Plat into compliance with §4.0.13 prior to submission to the Planning Commission.
3. A Concept Stormwater Management Plan must be approved.
4. General Note #4 should be corrected to reference the Division of Planning & Zoning, not the Office of Planning & Zoning.
5. General Note #9 incorrectly notes that the site is located in the W-1 area and should be corrected to the W-2 area.
6. The Final Plat shall contain a statement signed by the Division of Water & Sewer Planning approving authority, to the effect that use of the community water supply and community sewerage system is in conformance with the Master Water and Sewer Plan.^[13]
7. A new name must be proposed and approved for Red Oak Drive.
8. A sidewalk maintenance note, stating if the Homeowner's Association or property owners are responsible for sidewalk maintenance, must be included on the plat.
9. The disturbances to the perennial and intermittent stream buffers must be addressed.
10. The Flood Protection setbacks must be delineated on the plat for the intermittent streams. There are numerous disturbances to the Flood Protection Setback that must be addressed.
11. The total area of Common Open Space that does not consist of stream buffers, wetlands or wetland buffers, steep slopes, or habitats of rare, threatened, and endangered species must be noted on the plat.

Planning & Zoning reminds the applicant that the deadline for the Planning Commission is the third Thursday of the month, for following month's meeting.

[1] Areas served by public sewerage systems and mapped as locally designated growth areas. The County may approve a minor or major subdivision only if all lots will be served by public sewer.

[2] *Dwelling, Detached*: A building containing one (1) dwelling unit on one (1) lot and detached from any other dwelling.

[3] *Community Facilities*. A public, private, or community water supply and distribution system and/or sewerage disposal system serving three (3) or more dwelling units.

[4] Road frontage requirements may be reduced to the lower figure for lots on a local roadway as defined on the Official Cecil County Roadway Classification Map.

[5] See Policy 2025-01, and the 2025 OSSD Guidance Document #7.

[6] Zoning Ordinance Section 174

[7] . If no permits are required, and if the proposed project meets the policy standards established on 3/20/95 and revised on 1/16/96, or if the FSD/Conceptual Environmental Assessment finds that there are to be no impacts to field-delineated wetlands or stream impacts, or if the FSD/Conceptual Environmental Assessment finds that there are no wetlands or streams and that finding is consistent with the details of County wetlands maps and USGS quad maps, then no JD is required.

[8] The Cecil County Subdivision Regulations define steep slopes as "15 percent or greater incline." The Cecil County Zoning Ordinance defines steep slopes as consisting of a grade of 25% or more covering a contiguous area of 10,000 ft² or more. The Cecil County Forest Conservation Regulations define steep slopes as "areas with slopes greater than 25 percent slope."

[9] Zoning Ordinance Section 27.4

[10] Zoning Ordinance Section 251

[11] FSD #110

[12] Zoning Ordinance Section 26.3

[13] See Policy 2025-01, and the 2025 OSSD Guidance Document #7.

[I] CONCEPT PLAT REQUIRED INFORMATION:

1. Concept Plats shall be submitted on paper and shall be clear and legible. Illegible plats will be discarded and the subdivider notified.

Incomplete plats will not be accepted by the Office of Planning and Zoning. For Planning Commission review only, a Concept Plat shall be not considered complete if the Forest Stand Delineation and Stormwater Management Concept Plan have not been approved prior to submission of said Concept Plat (if in the Critical Area, a Concept Plat will not be considered complete unless the Conceptual Environmental Assessment has been approved prior to submission of said Concept Plat). In addition, for Technical Advisory Committee and Planning Commission review, a Concept Plat shall be not considered complete if the public notification sign(s) have not been properly installed, if the electronic version of the plat has not been submitted for posting on the County's website, and if the submission fee, established in Appendix A, has not been paid prior to submission of said Concept Plat. Incomplete Concept Plats will be returned to the subdivider within fifteen (15) days of submission for completion and resubmission by the subdivider at a later date, and the submission fees shall be forfeited.

2. A vicinity map indicating the location of the property with reference to surrounding property, streets, nearest major intersection, north point, landmarks, streams, etc. Show all property owned according to the tax maps if only a part of the property is to be developed. The tax map, block (grid), and parcel number(s) shall also be provided.
 3. In the event that a record subdivision adjoins the property to be developed, the subdivision should be indicated by dashed lines.
 4. Title information:
 5. Proposed name
 6. Scale of Plat (feet and meters).
 7. Location by election district, County and State.
 8. Date.
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5. Name and address of owner or person representing owner who is responsible for preparation of the plat.
 6. North point.
 7. Boundary of proposed subdivision. This can be a deed plot.
 8. Location, widths, and names of all streets and/or alleys on or adjoining the subdivision; this should include plats which have preliminary approval as well as those recorded but unimproved and all existing easements. (to be indicated by dashed lines).
 9. Location of existing utilities on or within two hundred (200) feet of the parcel.
 10. The layout of all proposed and existing lots with appropriate dimensions and minimum area.
 11. The approximate location and area of all property proposed to be reserved to public use or to be reserved for use by all property owners in the subdivision, also the purposes of any proposed easements.
 12. Existing zoning classification of tract and all adjacent parcels. Any proposed zoning for the tract must be effectuated by a rezoning prior to the Planning Commission's review of the Concept Plat.
 13. If community sewerage and/or water systems are to be used, such notation shall be made on the Concept Plat. The proposed providers of public water and/or sewer shall be cited on the plat, as applicable.
 14. In the case of multi-family projects (apartments, townhouses, etc.) the following additional items shall be shown:
 1. Approximate location of buildings.
 2. Total number of units in each building.
 3. Total number of off-street parking spaces and the space to unit ratio.
 4. General location and areal extent of the following when the subdivision is proposed in the Cecil County Critical Area:
 5. Tidal and non-tidal wetlands;
 6. Streams (perennial and intermittent);
 7. Areas of steep slopes, highly erodible and other soils with development constraints;
 8. Shore and stream Buffer (110-foot or 200-foot minimum);
 9. Natural resource protection areas, Habitat Protection Areas, forests and developed woodlands on or in the vicinity of the proposed subdivision;
 10. The Critical Area Boundary and the applicable land management classification(s), i.e. Intensely Developed Area (IDA), Limited Developed Area (LDA), or Resource Conservation Area (RCA);
 11. Computation of the amount of acres in the Critical Area District; and
 12. The location and extent of existing and/or proposed shore erosion abatement approaches.
 13. The Conceptual Environmental Assessment.
 16. All existing easements on the parcel(s) to be subdivided.
 17. Any existing cemeteries or burial sites on the parcel(s) to be subdivided.
 18. Additional information as required by the Forest Conservation Regulations and/or the Forest Conservation Technical Manual.

The Estate of Pearl Philhower, Lot 2, Preliminary/Final Plat, Barksdale Road, McCrone, Inc., Fourth Election District.

Don Sutton, McCrone, Inc., appeared and presented an overview of the project.

Mr. Worden read the comments from Water & Sewer Planning:
Please add the following information to the plat.

- Existing house for lot 2 has an approved sewage reserve area created by MSA 1241.

- Label both sewage reserve area as 10.000 SF.
- Show test pit 12 inside the approved sewage reserve area created by MSA 1241 and list pit number, depth and rate in "Perc Table".
- Public water line must be shown on plat. 2206 Barksdale Rd, also known as Map 14, Parcel 700 is served by public water (Artesian).
- Applicant is required to contact Artesian and verify if 2200 Barksdale Rd designated as proposed lot 2A and proposed lot 4, are required to connect to public water.
- If applicant is required to connect to Artesian, the proposed well locations on plat must be removed, the existing well for 2200 Barksdale Rd must be shown on plat as "abandoned, and the existing well must be abandoned and sealed by a licensed well driller before final plat is signed by Water and Sewer Planning.
- Use Maryland Department of the Environment Plat block #3 for community water and onsite septic

Mr. Lightner read the comments from DPR:

1. The Standard Stormwater Management Plan must be approved prior to submitting the Preliminary/Final Plat for Planning Commission review.
2. All comments pertaining to the proposed stormwater management will be included in the associated plan review.
3. A PRMA will be required for the shared driveway to lots 1, 2A, and 4. Any additional access to the shared driveway will require it to be upgraded to a private mini road.

Ms. McNinch read the comments from CCSCD:

All issues regarding erosion and sediment control will be addressed through the erosion and sediment control plan review process once an plan is received for review.

Mr. Goldman read the comments from CCPS:

1. Cecil County Public Schools does not have any comments to make on this item since the project does not have any bearing on the school population.

Mr. Goldman read the comments from DES:

DES had no comments.

Mr. Goldman received no public comments pertaining to this plat.

Mr. Goldman, LUDS /P&Z read the comments of the division:

This proposal is in compliance with §3.8 of the Subdivision Regulations regarding public notification.

Zoning: Suburban Transitional (ST)

Land Use: This project location is situated within the 2010 Comprehensive Plan's Medium Density Growth Area (MDGA) and Low Density Growth Area (LDGA) land use districts.

Tier Map: As established by the County's adoption of the Sustainable Growth and Agricultural Preservation Act's tier map, this site is located within a Tier II^[1] area.

Water & Sewer: This site is located within an S-3 (future, 2-3 years) area and W-3 (future, 2-3 years) area per the 2019 Master Water & Sewer Plan.

Priority Funding Area: The site is not located in a PFA

Priority Preservation Area: The site is not located in a PPA.

Critical Area: the site is not located within a Critical Area overlay district.

Floodplain: The property is not located in a Floodplain overlay zone.

Fire Response: The site is located within the Singerly Fire Company (004) service area. As of September 13, 2019, the Division of Planning & Zoning is requesting this information be placed on all subdivisions and site plans for the benefit of the State Department of Assessments and Taxation. This is properly noted on the plat

Preliminary Plat review standards

§4.0.1 of the Subdivision Regulations allows for the elimination of the Concept Plat for projects involving less than ten (10) lots or twenty-five (25) acres. §2.0 allows combined Preliminary/Final Plats for subdivisions with five (5) or less lots. This project proposes one new lot derived from an existing lot and therefore may be submitted as a combined Preliminary/Final Plat.

§4.1.8 of the Subdivision Regulations requires that the TAC and subsequently the Planning Commission, will, in general, be reviewing the Preliminary Plat with regard to the following:

1. Conformance to the provisions of the Cecil County Comprehensive Plan and the Cecil County Zoning Ordinance.
2. Conformance to the approved density and layout and any conditions of Concept Plat approval, including, but not limited to, completion of the boundary line survey, completion and review of any Traffic Impact Study by appropriate State and County departments, approval of the Preliminary Stormwater Management Plan, approval of the Preliminary Forest Conservation Plan and/or Preliminary Environmental

Assessment.

3. Conformance to the applicable provisions of the Cecil County Zoning Ordinance and these regulations.
4. Protection of wetlands, streams, area of steep slope and shorelines, including, but not limited to, the Cecil County Critical Area Program and corresponding sections of the Cecil County Zoning Ordinance.
5. Protection of forested, reforested, or afforested areas as required by the Cecil County Forest Conservation Regulations.
6. Conformance to all requirements of the Cecil County Department of Public Works, including, but not limited to, stormwater management requirements.
7. Conformance to all requirements of the Cecil County Department of Environmental Health.
8. Conformance to the requirements of other State and County departments, as may be applicable.

Final Plat review standards

§4.1.1 of the Subdivision Regulations states that after approval of the Concept Plat, the developer shall submit his Preliminary Plat, which may consist of a section of the Concept Plat. The developer shall prepare a Preliminary Plat conforming to the requirements set forth in these regulations and as stipulated in Appendices A and B and submit said plat to the Division of Planning and Zoning. This project is being pursued as a combined Preliminary-Final Plat and must also meet the subdivision requirements for a Final Plat. These requirements can be found in §4.2

§4.2.5 of the Subdivision Regulations requires a Final Plat is reviewed against the approved Preliminary Plat and any modification contained therein. In this case, the combined Preliminary-Final Plat reviewed by Planning Commission is the Final Plat.

Site History

The Preliminary/Final Plat proposes the subdivision of Lot 2 from a plat entitled The Estate of Pearl Philhower into Lots 2A and Lot 4.

The Estate of Pearl Philhower Preliminary Plat was approved on June 21, 1999, with seven (7) conditions. These conditions, as with all following conditions, will be included in the minutes but not read:

1. Health Department requirements being met,
2. Department of Public Works requirements being met,
3. Preliminary Forest Conservation Plan being approved prior to final plat review by the Planning Commission,

4. Deed restrictions for long-term protection of the natural regeneration area being recorded prior to recordation of the plat,
5. Permits being issued from the [U.S. Army] Corps of Engineers for wetland impacts prior to a building permit for Lot 3 being issued,
6. Bufferyard C modification,
7. The mobile home on Lot 2 being removed within 90 days of recordation of plat. The said mobile home may be placed on Lot 1 with a temporary constriction permit, with construction on the house beginning within six months. Said temporary construction permit may be renewed every six months for up to two years.

The Estate of Pearl Philhower Final Plat was approved on October 18, 1999, with the six (6) conditions:

1. Health Department requirements being met,
2. Department of Public Works requirements being met,
3. Preliminary Forest Conservation Plan being approved prior to final plat review by the Planning Commission,
4. Deed restrictions for long-term protection of the natural regeneration area being recorded prior to recordation of the plat,
5. Permits being received from the [U.S. Army] Corps of Engineers for wetland impacts prior to a building permit for Lot 3 being issued,
6. The mobile home on Lot 2 being removed within 90 days of recordation of plat. The said mobile home may be placed on Lot 1 with a temporary constriction permit, with construction on the house beginning within six months. Said temporary construction permit may be renewed every six months for up to two years.

- The Estate of Pearl Philhower Recordation Plat was signed on September 15, 2000, and recorded on the same day.

Density

The ST zone allows for a density of one dwelling unit per acre (1 du / 1 acre) for Single Family Detached Dwellings^[2] without Community Facilities,^[3] and four dwelling units per acre (4 du / 1 acre) with Community Facilities.

The original subdivision proposed 3 du on 20.2319 acres, for a density of 0.15 du / 1 acre. The proposed subdivision proposes 2 du on 6.221 acres, for a density of 0.321 du / 1 ac within the limits of the plat, and a density of 0.198 du / 1 acre within the boundaries of the original subdivision.

Schedule of Zoning Regulations

Article VI – Schedule of Zone Regulations – ST zone

	Lot size (sq. ft.)	Lot width (ft)	Front Setback	Rear Setback	Side Setback	Max Height	Road Frontage ^[4]
Detached, Single Family	6,500	65	20	20	10	35	100/25

Per Zoning Ordinance Article VI, Note #1, an expanded setback is required for new principal structures on lots adjoining a right-of-way for collector or arterial roads on the Official Cecil County Roadway Classification Map. Barksdale Road is a collector road; therefore, the expanded setback is 50 feet for the ST zone. The Building Restriction Line reflects the expanded setback from Barksdale Road.

Water & Sewer

The plat shows that water service will be provided by an on-site well.

The plat shows that sewer service will be provided by an on-site sewerage disposal system. As established by the County's adoption of the Sustainable Growth and Agricultural Preservation Act, the County may only grant approval if all lots will be served by public sewer in a Tier II area. It is highly recommended that this is addressed prior to the Planning Commission submittal.

The Final Plat shall contain a statement signed by the Division of Water & Sewer Planning approving authority, to the effect that use of the community water supply and community sewerage system is in conformance with the Master Water and Sewer Plan.

The Final Plat shall also contain a statement, signed by the owner, to the effect that such facilities will be available to all lots/homes offered for sale.

Transportation

The plat proposes the shared use of an existing gravel drive located within the 30' right-of-way shown of the original Estate of Pearl Philhower plat.^[5] Street system and car parking as required in §7.2 of the Subdivision Regulations requires that surfaced roadways shall be of an adequate width to accommodate anticipated traffic. If this proposal is approved, there would be three sites using a single driveway in this subdivision. The applicant is advised that the minimum requirements are noted in this section, further discussion with the Division of Development Plans Review may be required.

Zoning Ordinance Section 277 provides the required off-street parking ratios for a Single-Family Dwelling; a minimum of 2.0 off-street parking spaces are required per dwelling unit.

The Planning Commission adopted a Traffic Impact Study (TIS) policy on November 21, 2022, that a Site, Local, or Regional TIS shall be required in certain circumstances. The applicant should make themselves aware of this new policy. Staff is not recommending a TIS.

Environmental

A 110' perennial stream buffer is required for all perennial streams present. This buffer shall be expanded to include contiguous areas of hydric soils, highly erodible soils, and soils on slopes greater than 15% -- to a maximum distance of 160'. No perennial streams are noted on-site.

A 25' buffer is required around all intermittent streams present. The applicant is advised that this requirement may expand to a higher standard due to Forest Conservation and/or Floodplain standards. County data suggests that intermittent streams, and the 25-foot stream buffers, exist on-site.

A 25' buffer is required around all non-tidal wetlands present. A wetland, and the 25-foot wetland buffer, is shown on the plat.

Permits are required from the (US Army) Corps of Engineers and MDE for all non-tidal wetland and stream impacts prior to recordation. Jurisdictional Determinations (JD) are required in conjunction with permitting. A JD is recommended to be done prior to Final Plat review by the Department of Land Use and Development Services but required to be completed prior to recordation.^[6]

Flood Protection Setbacks, as defined by Zoning Ordinance Section 288, are present for all watercourses. Flood Protection setbacks are not delineated on the plat.

Dwellings or impervious surfaces shall not occur on slopes with a grade of 25% or more covering a contiguous area of 10,000 ft² or more. On slopes between 15 and 25%, good engineering practices shall be used to ensure sediment and erosion control and slope stabilization before, during and after disturbance activities.^[7] Steep Slopes are shown on the Preliminary Plat.

The habitats of rare, threatened, and endangered species, as described by the Maryland DNR Natural Heritage Program, must be avoided. A letter from Maryland DNR, Wildlife & Heritage Service (outlining the potential habitats of rare, threatened and endangered species) should be submitted to the Division of Planning & Zoning prior to the Planning Commission plat submittal.

A bufferyard meeting the Bufferyard B Standard per Appendix B of the Zoning Ordinance is

required along collector and arterial roads^[8]. A Bufferyard meeting the Bufferyard A standard shall be placed along contiguous agricultural uses. This bufferyard may be waived by the Planning Commission when the principal structures are setback 300 feet from the boundary line. Street trees are required along internal streets. ^[9]

For subdivisions proposed on property contiguous to operating farms, notice shall be provided on the plat that an agricultural operation is being conducted on a contiguous property and said agricultural operation is protected from nuisance claims provided the conditions of Article I, § 4 are being complied with.

Per §187.2, the Planning Commission may require bufferyards to separate different zoning districts from one another. All adjoining properties are in the ST zoning district.

Bufferyard shall be unoccupied except for utility facilities, identification signs, or exits and entrances.

The requirements of the Forest Conservation Regulations shall be met. The Plat states that the proposed subdivision is exempt under Forest Conservation Regulations §3.2K^[10]. A Declaration of Intent must be submitted to the Division of Planning & Zoning prior to plat recordation.

Open Space

- No less than fifteen percent (15%) of the gross area of the subdivision shall be devoted to open space and recreation area in a subdivision greater than 10 lots.^[11] Therefore, no Open Space is required for the proposed subdivision.

- Soil, Ground Cover, and Site Drainage

The Division of Development Plans Review reports that the Preliminary Stormwater Management Plan (PSWM) has not been approved.

School Capacity Data

School information:	<u>Elementary</u>	<u>Middle</u>	<u>High School</u>
FY 2025 EFMP	Cecil Manor ES	Cherry Hill MS	Elkton HS
FTE	398	361	1,040
Capacity	523	775	1,380
% Utilization	76%	47%	75%

Preliminary Plat Required Information^[i]

Per §4.1.20 notable corrections are:

1. The labels of adjoining properties^[12] need to be updated to current ownership.
2. The subdivision name should be for “Lots 2A and 4,” not “Lot 2.”
3. Our data suggests that a non-perennial stream exists along the northern boundary of Lot 2A. Please confirm the existence (or non-existence) of the stream prior to the Planning Commission submittal.
4. The current and proposed density of Parcel 69 must be noted on the plat.

Final Plat Required Information^[ii]

Per §4.2.13, notable corrections are:

1. The subdivision name should be for “Lots 2A and 4,” not “Lot 2.”
2. The current and proposed density of Parcel 69 must be noted on the plat.
3. The recordation reference for the 30’ right-of-way should be noted on the plat.^[13]
4. Coordinates for the outside boundary of the plat must be shown.
5. The front building restriction line must be shown for Lot 2A.
6. The labels of adjoining properties^[14] need to be updated to current ownership.

§4.2.14 requires Public Improvement Plans to have final technical prior to final plat approval.

Per §4.2.15 Public Works Agreements (or subdivision agreements), and Inspection and Maintenance Agreements must be recorded prior to the Chief of the Division of Development Plans Review Division signing the record plat.

The following must be completed prior to Preliminary/Final Plat submittal to the Planning Commission:

1. Drafting corrections, per the Division of Water and Sewer Planning and the Division of Development Plans Review, being met.
2. Corrections should be made to bring the Preliminary-Final plat into compliance with §4.1.20 and §4.2.13 prior to submission to the Planning Commission.
3. A letter from Maryland DNR, Wildlife & Heritage Service (outlining the potential habitats of rare, threatened and endangered species) should be submitted to the Division of Planning & Zoning prior to the Planning Commission plat submittal
4. A bufferyard meeting the Bufferyard B Standard per Appendix B of the Zoning Ordinance, is required along Barksdale Road, or a modification must be granted by the Planning Commission.
5. The plat shows that sewer service will be provided by an on-site sewerage disposal

system. As established by the County's adoption of the Sustainable Growth and Agricultural Preservation Act, the County may only grant approval if all lots will be served by public sewer in a Tier II area. It is highly recommended that this is addressed prior to the Planning Commission submittal.

Planning & Zoning reminds the applicant that the deadline for the Planning Commission is the third Thursday of the month, for following month's meeting.

Respectfully submitted,



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

[1] Areas planned to be served by public sewerage systems in locally designated growth areas needed to satisfy demand for development at densities consistent with the long-term development policy after consideration of the capacity of land available for development including infill and redevelopment within the local jurisdiction. The County may only grant approval if all lots will be served by public sewer or if a minor subdivision is served by on-site sewage disposal systems.

[2] *Dwelling, Detached*: A building containing one (1) dwelling unit on one (1) lot and detached from any other dwelling.

[3] *Community Facilities*. A public, private, or community water supply and distribution system and/or sewerage disposal system serving three (3) or more dwelling units.

[4] Road frontage requirements may be reduced to the lower figure for lots on a local roadway as defined on the Official Cecil County Roadway Classification Map.

[5] Perpetual Road Maintenance Agreement (PRMA) recorded under WLB 919/310

[6] . If no permits are required, and if the proposed project meets the policy standards established on 3/20/95 and revised on 1/16/96, or if the FSD/Conceptual Environmental Assessment finds that there are to be no impacts to field-delineated wetlands or stream impacts, or if the FSD/Conceptual Environmental Assessment finds that there are no wetlands or streams and that finding is consistent with the details of County wetlands maps and USGS quad maps, then no JD is required.

[7] The Cecil County Subdivision Regulations define steep slopes as "15 percent or greater incline." The Cecil County Zoning Ordinance defines steep slopes as consisting of a grade of 25% or more covering a contiguous area of 10,000 ft² or more. The Cecil County Forest Conservation Regulations define steep slopes as "areas with slopes greater than 25 percent slope."

[8] The Planning Commission previously granted a modification to eliminate the requirement for a bufferyard during the June 21,1999 preliminary plat approval.

[9] Zoning Ordinance Section 26.4

[10] An activity, including subdivision, required for the purpose of constructing a dwelling intended for the use of the owner or a child of the owner if the activity:

1. Does not result in the cutting, clearing or grading of more than 20,000 square feet of forest; and
2. Is the subject of a declaration of intent filed with the Department, as provided for in Section 3.3 of this article, which states that transfer of ownership may result in a loss of exemption; and
3. Is conducted pursuant to requirements of the Cecil County Subdivision Regulations and the Cecil County Zoning Ordinance.
4. This exemption shall not apply to properties for which title is held by an incorporated business, limited liability company (LLC), or other business entity.

[11] Zoning Ordinance Section 26.3

[12] Parcel 69, Lot 3A & Parcel 695

[13] WLB 919/310

[14] Parcel 69, Lot 3A & Parcel 695

[i] PRELIMINARY PLAT REQUIRED INFORMATION:

1. The Preliminary Plat shall be submitted by the developer on paper and shall be clear and legible. The scale shall be no smaller than 1" = 100' (1" = 200' where the average lot size is greater than five (5) acres as approved by the Office of Planning and Zoning). When more than one (1) sheet is required, an index sheet of the same size shall be submitted showing the entire subdivision drawn to scale. Each sheet must have the seal and signature of a surveyor licensed to practice in the State of Maryland. Incomplete plats will not be accepted by the Office of Planning and Zoning. For Planning Commission review only, a Preliminary Plat will be not considered complete if the boundary line survey has not been completed, the Traffic Impact Study (if required) has not been completed, the documentation of the completed jurisdictional determination (if applicable) has not submitted, and the Preliminary Forest Conservation Plan and Preliminary Stormwater Management Plan have not been approved prior to submittal of said Preliminary Plat (if in the Critical Area, a Preliminary Plat will not be considered complete unless the Preliminary Environmental Assessment has been approved prior to submission of said Preliminary Plat). In addition, for Technical Advisory Committee and Planning Commission review, a Preliminary Plat will not be considered complete if the public notification sign(s) have not been properly installed, if the electronic version of the plat has not been submitted for posting on the County's website, and if the submission fee, established in Appendix A, has not been paid. Incomplete Preliminary Plats will be returned to the subdivider within fifteen (15) days of submission for completion and resubmission by the subdivider at a later date, and the submission fees shall be forfeited.
2. A vicinity map indicating the location of the property with references to surrounding property, streets, nearest major intersection, north point, landmarks, streams, etc. (scale shall be no smaller than 1"=2000'), and conforming to Section 2.4.4 on the designation of the remainder. The tax map, block (grid), parcel number(s) shall also be shown.
3. The names, liber and folio of all adjoining property. In the event that a recorded subdivision adjoins the land to be developed, the subdivision name and recording reference shall be indicated. In the event that a historic district or other officially designated historic site adjoins the land to be developed, it shall be identified.
4. Title information:
 1. Proposed name
 2. Scale of Plat (feet and meters).
 3. Location by election district, County and State.
 4. Date.
5. Name and address of the owner and registered engineer or surveyor licensed in the State of Maryland responsible for the preparation of the plat, signature, and seal of engineer, surveyor, and corporation required.
6. North point. Indicate if true north.
7. Boundary of proposed subdivision. The boundary line survey must be completed prior to the Planning Commission's review of the Preliminary Plat. If the Preliminary Plat is signed and sealed by someone other than a surveyor licensed to practice in the State of Maryland, then the boundary line survey, signed and sealed by a surveyor licensed to practice in the State of Maryland, must be submitted separately, no later than the submission of the Preliminary Plat for review by the Technical Advisory Committee.
8. All existing pertinent features, either natural or manmade, that may influence the design of the subdivision, such as important trees or wooded areas, power transmission towers, existing buildings and structures, and water courses.
9. Existing topography at two (2) or five (5) foot contour intervals. Contour lines shall be indicated one hundred (100) feet beyond the subdivision boundary. Contours shall be based on geodetic control monuments and/or bench marks, when available, within two thousand (2000) feet of property or by estimation from USGS quadrangle maps. Datum shall be stated in all cases and a reference or benchmark described on plat together with elevation. Source of contours shall be stated on plat, such as, field run topo, aerial topo, etc. Interpolation of contours from USGS quadrangle maps will not be accepted unless previously approved by the Office of Planning and Zoning.
10. Location, width, and names of all streets and/or alleys on or adjoining the subdivision; this should include plats which have preliminary approval, as well as those recorded but unimproved and all existing easements. (to be indicated by dashed lines.)
11. Location of existing and proposed utilities on or within two hundred (200) feet of the tract with approximate pipe sizes and directions of slope indicated. (Should include electric, telephone and cellular phone poles or towers, and fire suppression drafting tanks.)
12. The layout of all proposed and existing lots with approximate dimensions and minimum building line should be indicated. All major subdivisions must be provided with coordinates consistent with the geodetic control requirements approved by the Board of County Commissioners on May 15, 2007.
13. The preliminary layout of all proposed streets and pedestrian ways, including width of right-of-way, pavements, storm drains, and grades.
14. The approximate location, dimensions, and area of all property proposed to be reserved or temporarily reserved for public use, or to be reserved for use of all property owners in the subdivision, and the location, dimensions and purposes of any proposed easements, including street tree planting easements and drainage easements.
15. Zoning district classification of the tract or parcel being subdivided and all adjacent parcels.
16. Existing and proposed (schematic) drainage system, including the type(s) of structures, the floodplain, proposed stormwater management facility locations, and any deviations from standards, and pertinent features from the Preliminary Stormwater Management Plan.
17. Location(s) of the septic disposal area(s) and proposed wells and percolation information are to be indicated in accordance with the specifications of the Maryland State Department of Health and Mental Hygiene when individual sanitary facilities are to be used. If community sewerage and/or water systems are to be used, such notation shall be made on the Preliminary Plat.
18. The total number of lots, area of lots, the density, the total area of any open space, the total area of any common open space, any add-ons, total area and types of right-of-way dedicated, and total area of subdivision shall be indicated in table form. All acreage shall be accounted for, per the boundary line survey, and the Preliminary Plat density shall not exceed the approved Concept Plat density.
19. In cases of condominium or multi-family projects (apartments, townhouses, etc.), the following additional items shall be shown:
 1. Approximate location of each building, setbacks from all streets (public or private), property lines and distance between buildings.
 2. Number and types of units in each building.
 3. Total number of units and sub-totals of each type.
 4. Number of parking spaces in each off-street parking area, the space to unit ratio, and conformity to parking space minimums and maximums.
20. Soil types shall be shown.
21. Perimeter of the entire parcel, as well as the section requiring approval, if different.
22. For proposed subdivision located in the Critical Area, the following additional information will be shown on the Preliminary Plat as

applicable:

1. Computation of the total area within the Critical Area District, area within each of the land management classifications (i.e., IDA, LDA, RCA), and number of lots in the Critical Area;
 2. Slopes 15 percent or greater;
 3. Location and area extent of all soils exhibiting the following characteristics as determined by the Soil Survey, such as:
 1. Wet Soils.
 2. Hydric Soils and soils with hydric properties, and
 3. Highly erodible soils (soils on slopes greater than 15 percent or soils on slope greater than 5 percent with "K" values greater than 0.35).
 4. Location of all existing or proposed site improvements (including storm drains, culverts, retaining walls, fences, and stormwater management facilities, as well as sediment and erosion control structures);
 5. Location of open space, the one hundred and ten (110)- or two hundred (200)- foot Buffer and other buffer areas, forested areas and landscaping (the plan shall show all areas to be maintained as landscaping to be provided and the means by which such landscaping will be permanently maintained shall be specified);
 6. Location of all Habitat Protection Areas on the site;
 7. Location of tidal and non-tidal wetlands on and adjacent to the site and delineation of the watershed thereof;
 8. Location of eroding shoreline reaches, the rates of erosion, areas where shore erosion measures are in place, areas to be protected by installation of proposed erosion abatement approaches;
 9. Areas to be retained in agricultural use;
 10. Areas proposed for reforestation and afforestation;
 11. Total area of the site that will be temporarily disturbed during development and area that will be permanently disturbed (disturbed is defined as any activity occurring on an area which may result in the loss of or damage to existing natural vegetation);
 12. Proposed natural park areas, as appropriate; and
 13. The location of the Critical Area District Boundary, the Mean High Water Line and the landward edge of tidal wetlands.
23. Additional information as required by the Forest Conservation Regulations and/or the Forest Conservation Technical Manual.

(ii) FINAL PLAT REQUIREMENTS:

Required information: The Final Plat submitted for Planning Commission review and approval shall be on paper and be clear and legible. It shall not be considered complete unless the Stormwater Management Final Plan and Final Forest Conservation Plan and Landscape Plan have been approved, and all conditions of Preliminary Plat approval have been satisfied prior to submission of said Final Plat (if in the Critical Area, a Final Plat will not be considered complete unless the Environmental Assessment has been approved prior to submission of said Final Plat). Incomplete Final Plats will be returned to the subdivider within fifteen (15) days of submission for completion and resubmission by the subdivider at a later date, and the submission fees shall be forfeited. The Final Plat submitted for recordation shall be clearly and legibly drawn in black waterproof ink on a reproducible linen of good quality or comparable material such as mylar approved by the Cecil County Office of Planning and Zoning. The minimum size of the plat shall be eighteen (18) by twenty-four (24) inches, including a one (1) inch margin along the left hand edge and one-half (½) inch margin on all other sides. Where necessary, the Final Plat may be on several sheets accompanied by an index sheet showing the entire subdivision submitted; however, each sheet shall be signed and sealed and include an approval signature block.

1. Title – The title block shall appear in the lower right hand corner of the plat and shall include the following information:
 - 1. Name of the subdivision. The name approved by the Planning Department and recorded in the Land Records shall constitute the subdivision's official and only name. No other name may be used for advertising or sales purpose unless an approved and amended plat is recorded bearing the revised name.
 - 2. Section & lot numbers.
 - 3. Scale and date of completion. Scale shall be no smaller than one (1) inch equals one hundred (100) feet (one (1) inch = two hundred (200) feet where the average lot size is greater than 5 acres, as approved by the Office of Planning and Zoning).
 - 4. County, State & Election District.
 - 5. Name and address of the owner and registered engineer or surveyor licensed in the State of Maryland responsible for the preparation of the plat, signature, and seal of the engineer, surveyor, and corporation required.
2. Approval blocks in the form required by the Office of Planning and Zoning shall be provided in the lower left hand corner of the plat for signature by the Planning Director, the Public Works Director or Senior Engineer, and the Health Department, approving authority.
3. Tabulation on Final Plat (above approval block) showing the following:
 1. Total number of lots.
 2. Total area of lots.
 3. Total area of roadways to be recorded.
 4. Total area of subdivision to be recorded and where density restrictions apply, the acreage dedicated to the development, and the total area to be recorded as common open space.
 5. Total area of subdivision or parcels to be recorded in the Critical Area District.
 6. Total number of lots in the Critical Area District.
 7. Residential density in the Critical Area District.
4. A heavy line indicating the boundary of the Final Plat with the distances of courses to hundredths of a foot and bearings relating to and consistent with the geodetic control requirements approved by the Board of County Commissioners on 15 May 2007.
5. Exact locations, widths, bearings, and names of all streets, pedestrian ways within the subdivisions or of adjoining subdivision abutting on

the outline of the subdivision as well as any common and community grounds.

6. Bearings & lengths of all arcs, radii, tangents, chords and distances in tabular form.
7. All easements, reservations, or rights-of-way provided for public service or utilities in the subdivision, and any limitations of such easements. All existing recorded easements, if they are in excess of a five (5) foot drainage and utility easement, shall be indicated with recording references if known.
8. All lot lines with dimensions in feet and hundredths, and with bearings to a minimum accuracy of one (1) second.
9. Minimum area of each lot in square feet if under one (1) acre or in acres if lot size is one (1) acre or greater.
10. Coordinates shown for the outside boundary of the plat.
11. Lot numbers in numerical order throughout the entire subdivision. In case there is a resubdivision of lots in any block, such resubdivided lots shall have a number and letter to denote their origin and the original lot lines shown dashed and original lot number dotted.
12. Minimum rear and side building restriction lines, and minimum five (5) foot drainage and utility easements should be given by written note. The front building restriction line and the Critical Area Buffer restriction line shall be drawn graphically with dimensions for each lot.
13. The names, liber and folio of all adjoining unsubdivided property. In the event that a recorded subdivision adjoins the land to be developed, the subdivision name, and recording reference should be indicated. (To be indicated with dashed lines.)
14. The plat shall contain a north arrow, which represents and designates either true or magnetic meridian as of a date specified on the plat or shall be referenced to a recognized coordinate system within the County.
15. Accurate outlines of any areas to be reserved for common use by residents of the subdivision or general public use, with the purposes indicated thereon.
16. A certification that the owner or equitable owner of the land proposed to be subdivided shall be noted on the Final Plat. Such wording as specified by these regulations and the Planning Department shall be utilized.
17. A certification and dedication by the owner or owners of property to the effect that the subdivision as shown on the Final Plat is made with his consent and that it is desired to record the same and shall be noted on the Final Plat. Such wording as specified by these regulations and the Planning Department shall be utilized.
18. When a development is being resubdivided, the owner's certification shall be noted on the plat. Such wording as specified by these regulations and the Planning Department shall be utilized.
19. References of protective covenants governing the maintenance of undedicated public spaces or reservations.
20. If a community water supply or community sewerage system is to be used in a subdivision, the record plat shall contain a statement signed by the Health Department approving authority, to the effect that use of such community water supply or community sewerage system is in conformance with the Master Water and Sewer Plan. The Final (record) Plat shall also contain a statement, signed by the owner, that such facilities will be available to all lots offered for sale.
21. If a community water supply or community sewerage system is to be constructed to serve any new subdivision, the Final (record) Plat shall contain a statement signed by the owner to the effect that plans for such facilities, including any necessary point of discharge, have been approved by the appropriate Federal, State, or County authority.
22. Location of minimum required septic area and proposed well(s), if applicable.
23. Reservation of road rights-of-way.
24. Exact locations, widths and bearings of any common or reserved areas or portions of lots to be maintained by covenant, easement, or similar approved instrument, in permanent forest cover, including existing forested areas, reforested areas and afforested areas to meet the requirements of the Critical Area Program and/or the Forest Conservation Regulations, as applicable. The bearings and the lengths of all arcs, radii, tangents, chords, and distances in tabular form.
25. Exact locations, widths and bearings of any areas to be maintained as resource protection (e.g., agriculture, natural parks, forest, etc.) to meet the requirements of the Critical Area Program and/or the Forest Conservation Regulations, as applicable. The bearings and the lengths of all arcs, radii, tangents, chords, and distances in tabular form.
26. Exact locations, widths and bearings of any areas to be maintained as permanent wildlife and plant habitat protection areas to meet the requirements of the Critical Area Program and/or the Forest Conservation Regulations, as applicable. The bearings and the lengths of all arcs, radii, tangents, chords, and distances in tabular form.