

Randy McClement
Mayor



Aldermen

Kelly M. Russell
President Pro Tem

Michael C. O'Connor
Philip Dacey
Joshua Bokee
Donna Kuzemchak

December 18, 2017

Brandon Rowe
Bohler Engineering
901 Dulaney Valley Rd, Suite 801
Towson, MD 21204

Re: Sketch Plan STF17-992SP for 200 East Patrick Street

Dear Mr. Rowe:

Per Section 301 of the Land Management Code, the Department of Planning shall review sketch plan applications and make recommendations to the applicant within thirty (30) working days. Staff review of the above-referenced sketch plan, submitted November 22, 2017, is complete. Please address the following issues in the formal site plan application:

1. The site is made up of several parcels that will need to be consolidated prior to unconditional approval of a site plan. Provide clarification as to what properties will be developed under common ownership. It appears that one or more of the properties that front on East Patrick Street will need to be subdivided as part of those efforts. If so, these property owners become part of the final plat application and must provide agent authorization. Staff suggests submitting the final plat as soon as possible to run concurrent with the site plan reviews and approval timeline.
2. In accordance with the City Charter, only one sewer connection and one water line connection is permitted per lot. Please confirm as part of the demolition sheet that all water and sewer lines are identified and labeled to be removed and to show the remaining single line connections for the new Lot 1R. (See Engineering Comments)
3. The loop access drive to the garage is shown on City property (TM418, Parcel 116B). It must be determined if this area will also be consolidated with the new lot serving the hotel or it will remain separate and subject to access easements/agreements. What is the purpose of the loop drive aisle in design?
4. In accordance with LMC Table 601-2, the two proposed entrances off of East Patrick Street do not meet separation standards. East Patrick Street is an arterial roadway and at least 400' is necessary between the westernmost access point and South Carroll Street and only 100' is available and at least 200' is required between the two access drives to serve the site; they are approximately 40' from each other. The Planning Commission can modify the entrance spacing standards

when narrowness of the lot, existing entrances or exits, or sight distance limitations make strict adherence to separation standards impossible. A justification statement must be provided that addresses these criteria as well as those of Section 309(j)(4).

Before Staff can make a recommendation as to the appropriateness of a modification, additional information, including traffic counts and traffic analyses, will be necessary. In addition, alternatives for consolidating the access points to one location at a maximum distance away from the intersection with South Carroll Street are strongly recommended and should be examined. This may require reworking the internal circulation patterns where there are also some concerns, for example the close proximity of the connections between the two access points relative to East Patrick Street. Provide greater detail about how vehicular and delivery vehicles are anticipated to use the site and how the internal layout of the building relates to those users and what other alternatives might exist.

5. There is a need to clarify on the drawing the potential drive aisle around the building to the east side entrances. The existing easements appear to be very narrow, approximately 10'-12'. What are the plans for the adjacent properties along East Patrick Street?
6. The Property is within the Historic Preservation Overlay (HPO) and Carroll Creek Overlay (CCO) and subject to Section 420, which states: *"If any standard in Section 420 is addressed by any other local ordinance, code, or guideline, the more restrictive shall apply. . . with respect to new construction that occurs in the area of the Carroll Creek Overlay that is within the Historic District Overlay, shall be resolved by complying with the Frederick Town Historic District Design Guidelines"* and where HPO guidelines do not address, Section 420 applies.
7. Provide 4-sided elevations of the building(s) for staff to understand more of the on-site circulation and accessibility.
8. The project is subject to the Adequate Public Facility testing for roads, sewer and water. Nonresidential projects are exempt from school testing.
9. The project is subject to Section 721 of the Land Management Code (LMC) for forest conservation. The estimated mitigation amount based on the project area shown on the sketch is approximately 0.35 acres. Section 721(d)(5) lists the priorities for mitigation after opportunities for retention have been exhausted beginning with onsite afforestation and ending with the fee-in-lieu of payment. Please investigate if there are offsite areas that could be placed into easement for retention or planted as well as the opportunities for landscape credits. A full fee-in-lieu of payment would amount to approximately \$4,573.80.
10. In calculating the parking, each use must first be calculated independently. The retail and the hotel/conference center are two distinct land uses; however more information is needed regarding any potential restaurant in the hotel to determine

if that constitutes a separate land use. The Property is zoned DB and therefore, the parking requirements for each can be reduced by ½. Shared use may then be calculated in accordance with Table 607-2. If any area of the parking garage is intended for general public parking, those spaces cannot be calculated towards meeting the minimum required for the development on the Property.

11. Provide a lighting plan sheet.
12. Provide a landscape plan sheet that is sealed by a certified landscape architect.
13. Verify floodplain line. The 2007 FEMA map shows no floodplain on the site due to the Carroll Creek flood control project. Edit Note 23 accordingly.
14. An archeological assessment study was submitted for the 200 E Patrick Street (0.9 acres) and determined that a Phase 1 is required. However, the remaining 0.98 acres of the project has not been assessed and still needs an assessment report submitted.
15. As a nonresidential site plan, the application is exempt from the Moderately Priced Dwelling Unit (MPDU) regulations.
16. Detail frontage improvements along South Carroll Street.
17. Will loading and dumpsters be handled interior to the building? If not please provide detail for these operations on site.
18. Consider providing a public pedestrian access from the Creek to the garage.
19. Delineate all dimensions of the building.
20. The DB zone has no impervious surface ratio requirement. Combined notes 13 and 14 and add statement of no ISR requirement.
21. Provide a note stating that a Site Plan Enforcement Agreement shall be executed and recorded prior to issuance of first building permit.
22. Edit Note 24 to add standardized water note and classification of water and sewer.
23. Provide a plan history note with prior case approvals and dates.
24. Edit Note 5 to include the HPO and CCO.
25. Address other agency comments attached.

******Important******

This letter is your official Notice to Proceed, and must be included with your site plan application. Without this letter, the site plan application will be considered incomplete, and will not be processed by the Planning Department.

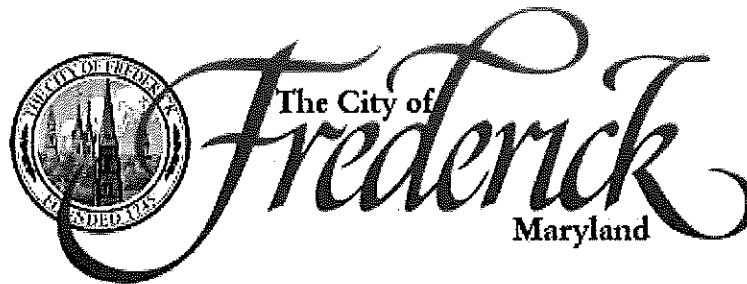
If you have any additional questions concerning this project, please feel free to contact me at 301-600-1718 or if you prefer by electronic mail at preppert@cityoffrederick.com.

Sincerely,



Pam Reppert
City Planner

Randy McClement
Mayor



Aldermen

Kelly M. Russell
President Pro Tem

Michael C. O'Connor
Philip Dacey
Joshua Bokee
Donna Kuzemchak

December 8, 2017

Re: PZ-17-00992 Frederick Conference Center Hotel Sketch Plan

Engineering Land Development and Traffic Comments

The Engineering Department requests a point-by-point response to the following comments. Please include the original comments in your resubmittal.

1. Provide SWM concept with site plan submittal.
2. Lot consolidation will require abandonment of water and sewer laterals that will not be used at owner's expense.
3. Provide APFO-WL, APFO-SL capacity analyses for water and sewer systems.
4. Provide for trash pickup by private hauler.
5. Show loading areas and access.
6. Show accessible parking.
7. Show accessible route from public right-of-way and linear park.
8. Provide ADA parking schedule.
9. APFO-Roads testing will be required. Submit project details and scoping form for traffic study.
10. Provide details on site access and circulation.
11. Provide necessary ADA accessibility improvements at East Patrick Street / South Carroll Street intersection.

Comments by Wright, Eapen, Walzl, Wakasono, K. Brown, Wingfield.
Entered 12.8.17 JCD

PZ-17-00992
SKETCH/PRE-APPLICATION PLAN

1 FIRE: BUILDING, Steve Krone COMMENTS 12/04/2017

****FIRE REVIEW COMMENTS**

1. If there will be multiple buildings on one lot, how will water lines be handled? A single water tap is normally permitted for a lot. So if the retail building and hotel are detached buildings, consideration will need to be given to water line arrangement.
2. Related to comment 1, it is anticipated that the retail building will be sprinklered. Currently, the only portion of the existing building that is sprinklered is the press/warehouse area that is being demolished. If the retail building is detached from the hotel, indicate the location of the water line that would support sprinklers.
3. How will buildings be addressed if the retail building is detached from the hotel? The existing building has an E. Patrick St. address. If the hotel is detached, it is anticipated that it will be a S. Carroll St. address.
4. Provide a statement addressing the function of the garage entrances located on the east side of the building.

HPC PLANNER: PLANNING, Lisa Mroszczyk COMMENTS 11/29/2017

Historic Preservation Commission Level 2 Approval will be required after site plan approval.