

1. Planning And Zoning Commission - February 13, 2020 Agenda  
Planning And Zoning Commission - February 13, 2020 Agenda

Documents:

[PZC AGENDA 2020-2-13.PDF](#)

2. Item A – Proposed Site Development Plan For Conifer Westminster Way, LLC,  
(Westminster Way Apartments)  
Item A – Proposed Site Development Plan For Conifer Westminster Way, LLC,  
(Westminster Way Apartments)

Documents:

[ITEM A - PROPOSED SITE DEVELOPMENT PLAN FOR CONIFER  
WESTMINSTER WAY, LLC.PDF](#)



**CITY OF WESTMINSTER  
PLANNING AND ZONING COMMISSION  
AGENDA**

**Thursday, February 13, 2020, at 7 PM  
City Hall, 1838 Emerald Hill Lane  
Westminster, Maryland 21157**

**I. Call to Order**

**II. Approval of Minutes**

January 9, 2020

**III. New Business**

Item A – Proposed Site Development Plan for Conifer Westminster Way, LLC, (Westminster Way Apartments) – Mr. Gray

**Applicant:** Robert Pease, Project Manager  
Maser Consulting P.A.  
22375 Broderick Drive, Suite 110, Sterling, VA 20166

**Owner:** Western Maryland College Inc.  
2 College HI, Westminster, Maryland 21157

**Designer:** Maser Consulting P.A.  
22375 Broderick Drive, Suite 110, Sterling, VA 20166

**Request:** Applicant requests approval of the Site Development Plan for Conifer Westminster Way Apartments (35 Multiple-family dwelling units) along with three modifications to the Development Design Preferences Manual located at the east of the terminus of West Main Street at Maryland Route 140.

Item B – Carroll County Liaison Report – Mr. Spaid

**IV. Old Business**

**V. Information Item**

**VI. Planning Commission and Public Comments**

**VII. Adjournment**

*Request for decorum and order*

The Chair and Commissioners would like to thank you in advance for your respectful behavior and for your thoughtful consideration of the views of your neighbors, applicants, and the Commission.

Members of the public attending meetings of the Planning and Zoning Commission are asked to maintain propriety, decorum, and good conduct. Any person making personal, impertinent, or slanderous remarks, or who may become boisterous while addressing the Commission, or who may become boisterous in the room while attending the Commission meeting, will be asked to leave the room by direction of the presiding officer. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and other similar demonstrations will not be permitted by the presiding officer. Offending parties will be asked to remove themselves from the meeting room.



To: Westminster Planning and Zoning Commission

From: Andrew R. Gray, Comprehensive Planner

cc: Mark A. Depo, Director of Community Planning and Development  
Andrea Gerhard, Comprehensive Planner

Date: February 7, 2020

Subject: Proposed Site Development Plan for Conifer Westminster Way, LLC

Article XXV of the City Code requires the Planning and Zoning Commission to review proposed site plans for the City. The Commission also reviews proposed signs as specified in Article XVII Signs.

### **Background**

On February 11, 2019, the Mayor and Common Council approved Resolution No. 19-05 to amend the Water and Sewer Allocation Policy to encourage the development of multi-family residential uses in the City by providing water allocations for two multi-family developments including the Conifer, Westminster Way development.

On March 14, 2019, the Planning and Zoning Commission conducted a public hearing on Local Map Amendment (LMA 19-01) proposing to apply the Compatible Neighborhood Overlay Zone (CN Zone) to the development site which is comprised of five parcels with tax account identifier numbers 07-062400, 07-064926, 07-064063, 07-058861, and 07-063016. On May 13, 2019, the Mayor and Common Council conducted a public hearing on LMA 19-01 and voted to approve LMA 19-01 for the site as it meets the standards for such use as set forth in the Code.

Conifer, represented by Maser Consulting P.A., has applied for review of a proposed Site Development Plan (S-19-0012) for the Westminster Way Apartments, which contains 35 multifamily units and ground floor parking. The site consisting of the five parcels referenced above are zoned R-10,000 Residential and have been designated in the Compatible Neighborhood Overlay Zone as part of case LMA 19-01. Please note that a plat has been submitted to the City for lot consolidation and the approval of this plat is listed as a condition to site plan approval below.

### **Review**

Pursuant to Article VIII C Compatible Neighborhood Overlay Zone, Section 164-45.17 E., Dwellings, multiple-family is listed as a permitted use. The total area of the site is 2.22 acres.

**Parking**

The site development plan shows 12 parking spaces which are at least 9 foot by 18 foot located outside the building and 30 parking spaces which are at least 9 foot by 18 foot located on the ground floor of the building. Pursuant to Section 164-45.21 D. (2) of the City Code, *the number of parking spaces required and the locations, dimensions, and setbacks of parking areas shall be determined by the Commission and the Planning Director. In all cases there shall be a minimum of one parking space per dwelling unit...* The required parking is 35 spaces (35 multiple-family dwellings). There are 42 parking spaces provided that are at least 9 foot by 18 foot.

**Landscape Manual**

The applicant requested Modification to Standards contained in the Landscape Manual and was granted the modifications for the following sections below:

Section	Standard
V.A.2.a	Trash dumpsters, trash pads and service areas shall be screened on three sides with Class A screening. Whenever screening material is placed around any trash collection unit which is emptied or removed mechanically a protective barrier is required. Please refer to Diagram D for standard approved barriers.
V.A.2.c	Common residential parking lots shall be screened from all public streets as defined in Section II, Definitions, "Screening - Class B".
V.B.2	A Residential Transition Buffer (RTB) is required to provide a substantial spatial and vegetative buffer between an existing residential use and proposed dissimilar residential and/or non-residential uses in accordance with the schedule found below. Residential Transition Buffers are required along the full length of the perimeter abutting the existing use, 75 feet in width on the rear and/or side yard or 50 feet where a parking lot is proposed. Topographic character such as steep slopes may diminish or enhance the buffer and therefore may be the basis for reduced or increased requirements. Site size or configuration may also make this requirement impractical. Such determination will be made by the Director pursuant to Paragraph E of Article VI...
V.D.2.	Trees may not be planted within an area which would adversely affect street lights or underground utilities. No major deciduous trees or coniferous trees may be planted under overhead power lines or within 15 feet horizontally of overhead lines. If this condition conflicts with other requirements the Director will consider and rule on alternatives which best meet the intent of the Manual.

**Development Design Preferences Manual**

The applicant has requested Modification of the Adopted Preferences contained in the 2016 Development Design Preferences Manual. **The Planning and Zoning Commission must decide whether to grant the following modifications:**

Modification of Adopted Preferences (2016 Development Design Preferences Manual)	
Standard	Staff Comment
Per page #25, Including building elements of various heights within the overall project design is encouraged	Please add varying heights similar to what is provided for on the West Main Street frontage.

Per page #27, Roof-lines should be segmented and varied within an overall horizontal context. Varying heights are encouraged	Please add varying heights similar to what is provided for on the West Main Street frontage.
The City prefers that loading docks, trash collection areas, outdoor storage and similar utility facilities and functions be incorporated into the overall design of the site. These facilities should be shielded from the public eye and kept out of view of adjacent properties and streets.	Please provide screening around the proposed transformer that will not interfere with the underground utilities.

### Signs

Pursuant to Section 164-45.22 B (1) of the City Code, *the proposed development would comply with the purposes, standards and regulations of the CN Zone, would provide the maximum safety, convenience and amenity to the residents of the development and would be compatible with adjacent development. In making that determination, the Commission and Planning Director shall consider the location, size and design of buildings, signs, other structures, open spaces, landscaping, pedestrian and vehicular circulation systems, parking and loading areas.* The site development plan shows one building mounted sign of 32.6 square feet and one freestanding sign of 29.4 square feet and six feet in height, which staff has deemed compatible with the adjacent neighborhood. **The Commission must decide if the signage is compatible with the adjacent neighborhood.**

### Water

Pursuant to the City of Westminster Water and Sewer Allocations Policy 2018-2024, *for allocations related to any site plan, the necessary allocations will be noted on the site plan; however, allocations are only granted at the building permit stage. Site plans for property within the City are complete following the approval of the Planning and Zoning Commission. Upon such approval, tentative allocations are recognized for an additional six months to allow for the building permit review process.* A tentative water and sewer allocation in the amount of 8,225 GPD was issued for this project (WSA-19-08) and the allocation is noted on the cover page.

### Process

Pursuant to the City’s review process, the site plan was provided to the appropriate City and County agencies to determine readiness to present to the Westminster Planning and Zoning Commission. Plans were reviewed for compliance with City and County requirements. Carroll County reviewed the plans for grading, utilities, stormwater management, site traffic, and drainage. The City reviewed this project for compliance with applicable, zoning, landscaping, and items contained in the Development Design Preference Manual. The Planning and Zoning Commission shall approve, approve subject to conditions or disapprove this site development plan S-19-0012.

### Recommendation

Staff recommends that the Commission consider approval of the proposed site development plan, conditioned upon the following:

- 1) A consolidation plat shall be approved by the Planning and Zoning Commission to consolidate the five parcels with tax account identifier numbers 07-062400, 07-064926, 07-064063, 07-058861, and 07-063016.
- 2) Obtain all final approvals from Carroll County Government.

- 3) Obtain approval from the Planning and Zoning Commission for the three submitted modification requests from the 2016 Development Design Preferences Manual and the proposed signage pursuant to Section 164-45.22 B (1).
- 4) Provide a ten-foot public access and maintenance easement along West Main Street. At such time that it is determined by the City of Westminster that sidewalk is needed along West Main Street, it will be the responsibility of the current property owner to provide any onsite improvements at no cost to the City of Westminster.

**Attachments**

- Proposed Site Development Plan for Conifer Westminster Way, LLC
- Proposed Modifications to the Development Design Preferences Manual

INDEX OF SHEETS		
SHT. No.	DESCRIPTION	LATEST REVISION
1	COVER SHEET	
2	EXISTING CONDITIONS PLAN	
3	DEMOLITION/EROSION AND SEDIMENT CONTROL PHASE I PLAN	
4	SITE LAYOUT PLAN	
5	GRADING PLAN	
6	DETAILED GRADING PLAN	
7	UTILITY PLAN	
8	EROSION AND SEDIMENT CONTROL PHASE II PLAN	
9	EROSION AND SEDIMENT CONTROL DETAILS	
10	EROSION AND SEDIMENT CONTROL DETAILS	
11	EROSION AND SEDIMENT CONTROL DETAILS	
12	EXISTING DRAINAGE MAP	
13	EXISTING OFFSITE DRAINAGE MAP	
14	PROPOSED DRAINAGE MAP	
15	PROPOSED OFFSITE DRAINAGE MAP	
16	CONVEYANCE COMPUTATIONS	
17	STORMWATER MANAGEMENT DETAILS	
18	STORMWATER MANAGEMENT DETAILS	
19	STORM PROFILES	
20	UTILITY / RETAINING WALL PROFILES	
21	SIGHT DISTANCE ANALYSIS	
22	FIRE AND RESCUE PLAN	
23	TURNING TEMPLATE	
24	SITE DETAILS	
25	SITE DETAILS	
26	SITE DETAILS	
27	FOREST STAND DELINEATION PLAN	
28	FOREST CONSERVATION PLAN	
29	FOREST CONSERVATION DETAILS	
30	AFFORESTATION PLAN	
31	AFFORESTATION DETAILS	
32	FINAL LANDSCAPE PLAN	
33	LANDSCAPE NOTES AND DETAILS	
34	BIO-RETENTION FACILITY PLANTING PLAN	
35	EASEMENT PLAN	
36	SITE PLAN PHOTOMETRIC DATA	
37	SITE LIGHTING DETAILS	
38	OVERALL FLOOR PLANS	
39	OVERALL FLOOR PLANS, SECOND & THIRD	
40	EXTERIOR ELEVATIONS	
41	MAINTENANCE OF TRAFFIC PLANS	
42	MAINTENANCE OF TRAFFIC NOTES AND DETAILS	

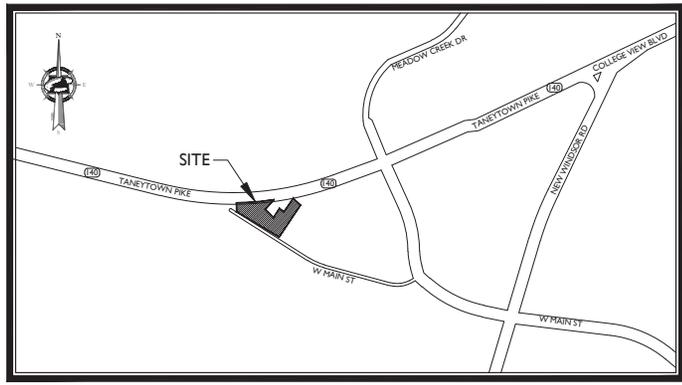
TRAFFIC GENERATION TABLE	
AVERAGE AM PEAK	18 TRIPS
AVERAGE PM PEAK	23 TRIPS
AVERAGE DAILY TRIPS	256 TRIPS
AVERAGE WEEKEND DAILY TRIPS	285 TRIPS
REFERENCE CODE (ITE TRIP GENERATION MANUAL, 10TH EDITION)	LAND USE CODE 220 (MULTIFAMILY HOUSING-LOW RISE)

WATER DEMAND & METER INFORMATION	
1. ESTIMATED WATER USAGE	8.225 CPD
2. SIZE INTERNAL WATER METER	3"
3. SIZE OF SPRINKLER CONNECTION	4"
4. NUMBER OF PRIVATE FIRE HYDRANTS	0
NOTE: WATER METER WILL BE INSTALLED INTERNALLY, WITH EXTERIOR READER.	

# SITE DEVELOPMENT PLAN

## FOR CONIFER WESTMINSTER WAY, LLC WESTMINSTER WAY APARTMENTS 322 W MAIN STREET ELECTION DISTRICT 7 CITY OF WESTMINSTER CARROLL COUNTY, MARYLAND

TAX MAP NUMBERS: 101-12-1952, 101-12-1953, 101-12-1955,  
101-06-1957, AND 101-06-1958



**VICINITY MAP**  
SCALE: 1" = 500'

**FOR PROJECTS WITHIN CITY BOUNDARIES**

**CITY OF WESTMINSTER STANDARD GENERAL NOTES**

- The construction shown on these plans shall be in accordance with the current standards and specifications for the City of Westminster. This work is subject to inspection and acceptance by the City of Westminster.
- The contractor shall have a current copy of the City of Westminster "Standard Specifications for Construction of Public Utility Systems, Roads and Storm Drains" available to him at all times during his operations.
- The contractor shall notify the City of Westminster "Department of Public Works" at 410-648-2592 at least 5 days in advance of starting construction and shall not interrupt existing water or sewer service without first obtaining permission from the "Department."
- The contractor shall notify his Engineer when proposing Field Adjustments to the Type, Size, or Location of the installations specifically shown on the plan. The contractor shall obtain final approval from the City Inspector prior to commencing work on all field changes.
- The contractor shall provide a Certified Soil Compaction Technician on site at all times during filling and back filling operations to continuously monitor soil compaction. Test results shall be provided to the City Inspector upon request.
- The contractor shall contact "Miss Utility" at 1-800-257-7777 in advance of his construction operations. It is the contractor's responsibility to ensure that all utility owners have existing lines in the area are properly notified.
- The locations of existing utility lines shown in these plans is approximate only, and the contractor must verify the locations to his own satisfaction. The contractor shall take the necessary precautions to protect against damage to existing lines, and shall be solely responsible for the cost of repairs incurred by his operations.
- The Construction Layout Datasets used herein are:  
HORIZONTAL: Maryland State Grid System (NAD 83)  
VERTICAL: U.S.G.S. Datum
- Failure to mention specifically any work which would naturally be performed to complete the project shall not relieve the contractor of his responsibility to perform such work.

CITY OF WESTMINSTER, PLANNING AND ZONING COMMISSION  
APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

City of Westminster, Director of Community Planning and Development  
APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

CITY OF WESTMINSTER, DIRECTOR OF PUBLIC WORKS  
APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

CARROLL COUNTY HEALTH DEPARTMENT  
APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Community Water and/or sewerage systems are in conformance with the Carroll County Master Plan for Water and Sewer

**ENGINEER CERTIFICATION**

I hereby certify that these construction drawings and associated computations were prepared by me or under my supervision and comply with all applicable standards and regulations of the City of Westminster. I have reviewed these documents with the Owner/Developer.

NAME(S) (PRINTED): \_\_\_\_\_ DATE: \_\_\_\_\_  
MARYLAND REGISTRATION NUMBER: No. \_\_\_\_\_  
SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**SITE DEVELOPMENT PLAN INSPECTION SEQUENCE NOTES:**

- CONTRACTOR SHALL NOTIFY THE CARROLL COUNTY BUREAU OF PERMITS AND INSPECTIONS AT 410-386-2674 AT LEAST ONE DAY PRIOR TO BEGINNING ANY WORK.
- SITE COMPLIANCE INSPECTIONS ARE REQUIRED AT THE FOLLOWING STAGES DURING CONSTRUCTION:
  - PROPOSED STRUCTURES STAKED OUT IN PROPER LOCATIONS AS SHOWN ON THESE APPROVED PLANS.
  - PROPOSED FOUNDATIONS INSTALLED FOR ALL BUILDINGS SHOWN ON THESE APPROVED PLANS.
  - SUBGRADES ESTABLISHED FOR ALL DRIVES, PARKING LOTS, AND SURROUNDING GRADING.
  - COMPLETION OF ALL DRIVES, PARKING LOTS, AND SURROUNDING GRADING. COMPLETION OF ALL WORK SHOWN ON PLANS.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE CARROLL COUNTY BUREAU OF PERMITS AND INSPECTIONS AT 410-386-2674 UPON COMPLETION OF EACH PHASE OF CONSTRUCTION.
- CONTRACTOR SHALL NOTIFY CARROLL COUNTY BUREAU OF RESOURCE MANAGEMENT, ENVIRONMENTAL INSPECTION SERVICES DIVISION AT 410-386-2210 PRIOR TO BEGINNING ANY WORK. ALL FOREST CONSERVATION PLAN DEVICES MUST BE IN PLACE PRIOR TO ANY CONSTRUCTION.
- IN ACCORDANCE WITH SECTION V.D. OF THE CITY OF WESTMINSTER LANDSCAPE MANUAL, THE OWNER OR DEVELOPER SHALL ADVISE THE CITY PROMPTLY AFTER THE INSTALLATION OF THE REQUIRED LANDSCAPING AND ARRANGE FOR AN INITIAL INSPECTION BY THE CITY. AFTER ONE YEAR OF THE PLANTING ANY PLANT MATERIAL FOUND TO BE DEAD OR NOT IN ACCORDANCE WITH THE FINAL LANDSCAPE PLAN SHALL BE REPLACED OR CORRECTED. THE SECURITY REMAINING FROM THE INITIAL GUARANTEE MAY BE USED BY THE CITY TO DEFRAY THE COST OF REPLACEMENT OR CORRECTION. ALL TREE STAKING SHALL BE REMOVED BY THE DEVELOPER PRIOR TO RELEASE OF THE BOND.
- THE CONTRACTOR SHALL NOT PROCEED TO THE NEXT PHASE OF CONSTRUCTION UNTIL GIVEN APPROVAL OF PRIOR PHASES.

- GENERAL NOTES:**
- THE SUBJECT PROPERTY IS KNOWN AS WESTERN MARYLAND COLLEGE, AND IS ZONED R-10,000.
  - THIS SITE IS NOT SUBJECT TO 100 YEAR FLOOD PLAIN LIMITS BASED ON FEMA PANEL NUMBER 24013C0184D. MAP EFFECTIVE DATE OCTOBER 2, 2015.
  - THIS SITE IS SUBJECT TO A GEOTECHNICAL INVESTIGATION. PLEASE SEE ENTITLED GEOTECHNICAL ENGINEERING STUDY WESTMINSTER WAY, PREPARED BY HILLIS-CARNES ENGINEERING ASSOCIATES, DATED FEBRUARY 12, 2019, PROJECT NO. 1907A.
  - THERE ARE NO WETLANDS ON THIS SITE, AS DETERMINED PER A SITE VISIT AND ASSESSMENT PERFORMED BY TNT ENVIRONMENTAL INC. ON MAY 23, 2019.
  - THERE ARE NO KNOWN ENVIRONMENTAL CONTAMINATIONS ON THIS SITE. PER A PHASE I ENVIRONMENTAL REPORT ENTITLED "PHASE I ENVIRONMENTAL SITE ASSESSMENT 312-322 WEST MAIN STREET, PREPARED BY URBAN GREEN ENVIRONMENTAL, DATED MAY, 2018.
  - THESE PLANS HAVE BEEN PREPARED AS PART OF THE APPLICATION PROCESS FOR ALL APPLICABLE CONSTRUCTION PERMITS. PLANS SHALL NOT BE USED FOR CONSTRUCTION UNTIL THEY ARE APPROVED AND ALL APPLICABLE PERMITS HAVE BEEN ISSUED.
  - THE CONTRACTOR IS RESPONSIBLE FOR SITE SAFETY, IN CONFORMANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL REGULATIONS.

- NOTES:**
- THE UNDERLYING ZONE FOR THE PARCELS SHOWN HEREON IS R 10,000. PER ARTICLE VIIC OF THE CITY OF WESTMINSTER ZONING ORDINANCE, THE COMMON COUNCIL APPROVED THE COMPATIBLE NEIGHBORHOOD OVERLAY ZONE ON MAY 13, 2019. CASE # 15-19-0017. SECTION 144-45.15 PERMITS THE REQUISITES OF THE UNDERLYING ZONE TO BE MODIFIED AND SUPERSEDED, AS INDICATED IN THE SITE, PARKING AND LANDSCAPE TABULATIONS SHOWN HEREON. THESE MODIFICATIONS WERE MADE AT THE REQUEST OF THE APPLICANT. APPROVAL OF THIS DETAILED SITE PLAN BY THE COMMISSION AND THE PLANNING DIRECTOR CONSTITUTES APPROVAL OF THE CONDITIONS SHOWN HEREON.
  -

PARCEL TITLE DATA*			
TAX ACCOUNT	OWNER	ACQUIRED AT	DATE
07-0630161	WESTERN MARYLAND COLLEGE, INC	DEED BOOK 1494 PAGE 701	8/20/1993
07-058861	WESTERN MARYLAND COLLEGE, INC	DEED BOOK 072, PAGE 355	3/14/1995
07-064063	WESTERN MARYLAND COLLEGE, INC	DEED BOOK 1237, PAGE 936	10/11/1990
07-064926	WESTERN MARYLAND COLLEGE, INC	DEED BOOK 1204, PAGE 264	4/11/1990
07-062400	WESTERN MARYLAND COLLEGE, INC	DEED BOOK 2168, PAGE 922	3/11/1999

\*PARCEL TITLE DATA SHALL BE UPDATED UPON RECORDED LOT CONSOLIDATION.

- BOUNDARY AND TOPOGRAPHY IS BASED ON A FIELD SURVEY BY MASER CONSULTING, P.A. ENTITLED "BOUNDARY AND TOPOGRAPHIC SURVEY FOR CONIFER REALTY, LLC," DATED 11/26/18.
- THE LOCATION OF EXISTING UTILITIES SHOWN HEREON ARE APPROXIMATE ONLY. CONTRACTOR SHALL NOTIFY "MISS UTILITY" AT 1-800-257-7777 THREE WORKING DAYS PRIOR TO BEGINNING ANY WORK. THE CONTRACTOR SHALL VERIFY THE EXISTENCE, LOCATION, AND DEPTH OF ANY EXISTING UTILITIES AND SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES PRIOR TO BEGINNING WORK.
- THE CONTRACTOR SHALL NOTE THAT IN THE CASE OF A DISCREPANCY BETWEEN THE SCALED AND ANNOTATED DIMENSION SHOWN ON THESE PLANS, THE ANNOTATED DIMENSION SHALL GOVERN.
- ANY CHANGES TO THIS PLAN WILL REQUIRE AN AMENDED SITE DEVELOPMENT PLAN TO BE APPROVED BY THE CITY OF WESTMINSTER PLANNING AND ZONING COMMISSION.
- LAISE OF APPROVAL, A SITE PLAN SHALL BECOME NULL AND VOID AFTER ONE YEAR FROM THE DATE OF APPROVAL, UNLESS A BUILDING PERMIT HAS BEEN ISSUED AND SUBSTANTIAL WORK HAS BEGUN ON THE PROJECT.
- THIS PLAN IS BASED UPON ARCHITECTURAL PLANS TITLED "WESTMINSTER WAY," PREPARED BY ZAVOS ARCHITECTURE + DESIGN, LLC, PROJECT #18210, DATED 09/20/19.
- THERE ARE NO NEW FIRE HYDRANTS PROPOSED WITH THIS PLAN.
- BENCHMARK INFORMATION: BENCHMARK #1 - 713.85 (2' ENDWALL WEST), BENCHMARK #2 - 728.65 (2' QUANTARY SEWER MANHOLE SOUTH), BENCHMARK #3 - 722.36 (UTILITY VALVE, NORTH EAST).

NOTE: BENCHMARKS PROVIDED FOR INFORMATIONAL PURPOSES ONLY. STANDARD SURVEY PRACTICES APPLY (LEVEL LOOPS, ETC.) TO VERIFY ANY OR ALL ELEVATION IN FIELD.

**OWNER/DEVELOPER CERTIFICATION**

I hereby certify that all proposed work shown on these construction drawings has been reviewed by me and that I fully understand what is necessary to complete this project and that the work to be undertaken will conform with the applicable laws, codes, ordinances, and regulations of the City of Westminster. I have reviewed these documents with the Engineer/Developer.

NAME(S) (PRINTED): \_\_\_\_\_ DATE: \_\_\_\_\_  
SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**MASER CONSULTING, P.A.**  
Civil, Mechanical, Electrical, Plumbing, Fire Protection, Energy, Sustainability, and Environmental Sciences

2019  
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FOR STATE SPECIFIC PROJECT NUMBER VISIT WWW.CALLBEFOREUDIG.COM

NO.	DATE	DESCRIPTION	BY	FOR
1	01/17/2020	PROFESSIONAL ENGINEER	ROBERT P. PEASE	CONIFER WESTMINSTER WAY, LLC

**ROBERT P. PEASE**  
MARYLAND PROFESSIONAL ENGINEER - LICENSE NUMBER: 08994  
PROFESSIONAL ENGINEER - LICENSE NUMBER: 08994  
PROFESSIONAL ENGINEER - LICENSE NUMBER: 08994  
PROFESSIONAL ENGINEER - LICENSE NUMBER: 08994

**SITE DEVELOPMENT PLAN**  
FOR  
**CONIFER WESTMINSTER WAY, LLC**  
WESTMINSTER WAY APARTMENTS  
322 W MAIN ST  
CITY OF WESTMINSTER  
CARROLL COUNTY  
MARYLAND

**STERLING OFFICE**  
2375 Braddock Drive  
Suite 110  
Baltimore, MD 21244  
Phone: 703.430.4330  
Fax: 703.430.4339

DATE	BY	REVISION	DESCRIPTION
AS SHOWN	08/30/19	01	CONIFER WESTMINSTER WAY, LLC

PROJECT NUMBER: 1907A  
SHEET NUMBER: 1 OF 42

**MASER CONSULTANTS**  
 Customary Land Survey Services  
 1000 N. 10th Street, Suite 110  
 Westminster, MD 21156  
 Phone: 410-387-1313  
 Fax: 410-387-1314  
 Website: www.maser.com

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 • Minnesota • Iowa • Kansas • Nebraska  
 • Oklahoma • Texas • Colorado • Utah  
 • Arizona • Nevada • Idaho • Montana  
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 • Hawaii

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**811**  
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NO.	DATE	REVISION	DESCRIPTION
1			ISSUED FOR PERMITTING
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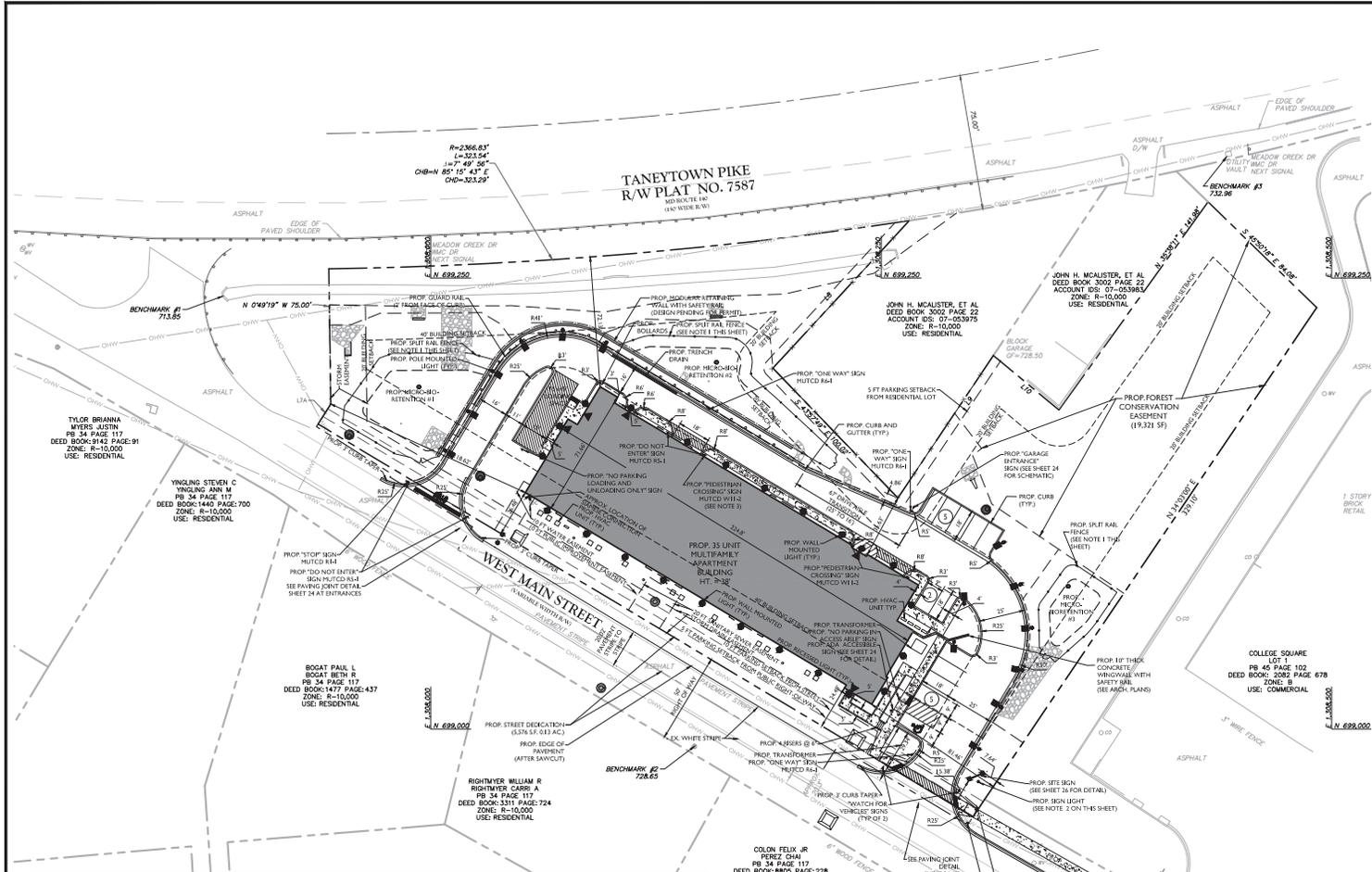
**ROBERT P. PEASE**  
 Maryland Professional Engineer  
 License No. 18994  
 State of Maryland  
 02/02/2020

**SITE DEVELOPMENT PLAN**  
 FOR  
**CONIFER WESTMINSTER WAY, LLC**  
 WESTMINSTER WAY APARTMENTS  
 322 W MAIN ST  
 CITY OF WESTMINSTER  
 CARROLL COUNTY  
 MARYLAND

**STERLING OFFICE**  
 2575 Brandywine Drive  
 Suite 110  
 Berlin, MD 21044  
 Phone: 703.430.4330  
 Fax: 703.430.4339

DATE: AS SHOWN DATE: 08/01/14 DRAWN BY: JCH/STB CHECKED BY: JCH/STB  
 PROJECT NUMBER: 1808010A CLIENT/USER: WESTMINSTER WAY APARTMENTS  
 REVISION: 01/08/14 CREATORS: JCH/STB

**SITE LAYOUT PLAN**



**DEVELOPER INFORMATION:**  
 WESTMINSTER WAY ASSOCIATES, LLC  
 ATTN: ANDREW HANSON  
 ADDRESS: 5560 STERRETT PLACE  
 SUITE 300  
 COLUMBIA, MD 21044  
 PHONE: (410) 387-1313

**OWNER INFORMATION:**  
 WESTERN MARYLAND COLLEGE INC DBA MCDANIEL COLLEGE INC  
 ATTN: W. THOMAS PHILLIPS  
 VICE PRESIDENT FOR ADMINISTRATION AND FINANCE  
 ADDRESS: 2 COLLEGE HILL  
 WESTMINSTER, MD 21157  
 PHONE: (410) 857-2200

SITE TABULATION		
TOTAL AREA	94,802 SF	2.22 ACRES
STREET DEDICATION	5,574 SF	0.13 ACRES
NET LOT AREA	91,228 SF	2.09 ACRES
<b>REQUIRED/ALLOWED BY UNDERLYING ZONING (R-10,000)</b>		
LOT COVERAGE	30% OF NET LOT AREA = 27,368 SF	14,990 SF = 16.5% OF NET LOT AREA
LOT WIDTH	100 FEET	454 FEET
<b>REQUIRED/ALLOWED BY UNDERLYING ZONING (R-10,000)</b>		
FRONT YARD SETBACK	24.48 FEET	24.48 FEET
FRONT YARD TRANSITION YARD	40 FEET	72.13 FEET
SIDE YARD	30 FEET MIN / 40 FEET TOTAL	81.46 FEET MIN / 200.08 FEET TOTAL
REAR	50 FEET	35.63 FEET
BUILDING HEIGHT	3+ STORIES OR 35 FEET	35.94 FEET

THE UNDERLYING ZONE FOR THE PARCELS SHOWN HEREON IS R-10,000 PER ARTICLE VIIC OF THE CITY OF WESTMINSTER ZONING ORDINANCE. THE COMMON COUNCIL APPROVED THE COMPATIBLE NEIGHBORHOOD OVERLAY ZONE ON MAY 13, 2019 (CASE # S-19-0012). SECTION 164-45.15 PERMITS THE REQUISITES OF THE UNDERLYING ZONE TO BE MODIFIED AND SUPERSEDED, AS INDICATED IN THE SITE, PARKING, AND LANDSCAPE TABULATIONS SHOWN HEREON. THESE MODIFICATIONS WERE MADE AT THE REQUEST OF THE APPLICANT. APPROVAL OF THIS DETAILED SITE PLAN BY THE COMMISSION AND THE PLANNING DIRECTOR CONSTITUTES APPROVAL OF THE CONDITIONS SHOWN HEREON.

PARKING SETBACK TABULATION		
ITEM	REQUIRED/ALLOWED BY UNDERLYING ZONE (R-10,000)	PROVIDED
PARKING SETBACK FROM PUBLIC RIGHT-OF-WAY	5 FT	28.81 FT
PARKING SETBACK FROM STREET OR CURB	10 FT	29.34 FT
PARKING SETBACK FROM RESIDENTIAL LOT	5 FT WITH HEDGE NOT LESS THAN 30 INCHES IN HEIGHT	4.86 FT

PARKING TABULATION	
REQUIRED	35 UNITS @ 1 SPACE/UNIT=35 SPACES
<b>PROVIDED</b>	
GROUND	1 VAN ACCESSIBLE (ADA) SPACE
	11 REGULAR SPACES
	TOTAL: 12 SPACES
GARAGE	2 VAN ACCESSIBLE (ADA) SPACES
	2 COMPACT SPACES
	28 REGULAR SPACES
	TOTAL: 32 SPACES
	3 VAN ACCESSIBLE (ADA) SPACES
	3 COMPACT SPACES
	39 REGULAR SPACES
	TOTAL: 44 SPACES
	1-15' X 45' LOADING SPACE

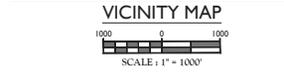
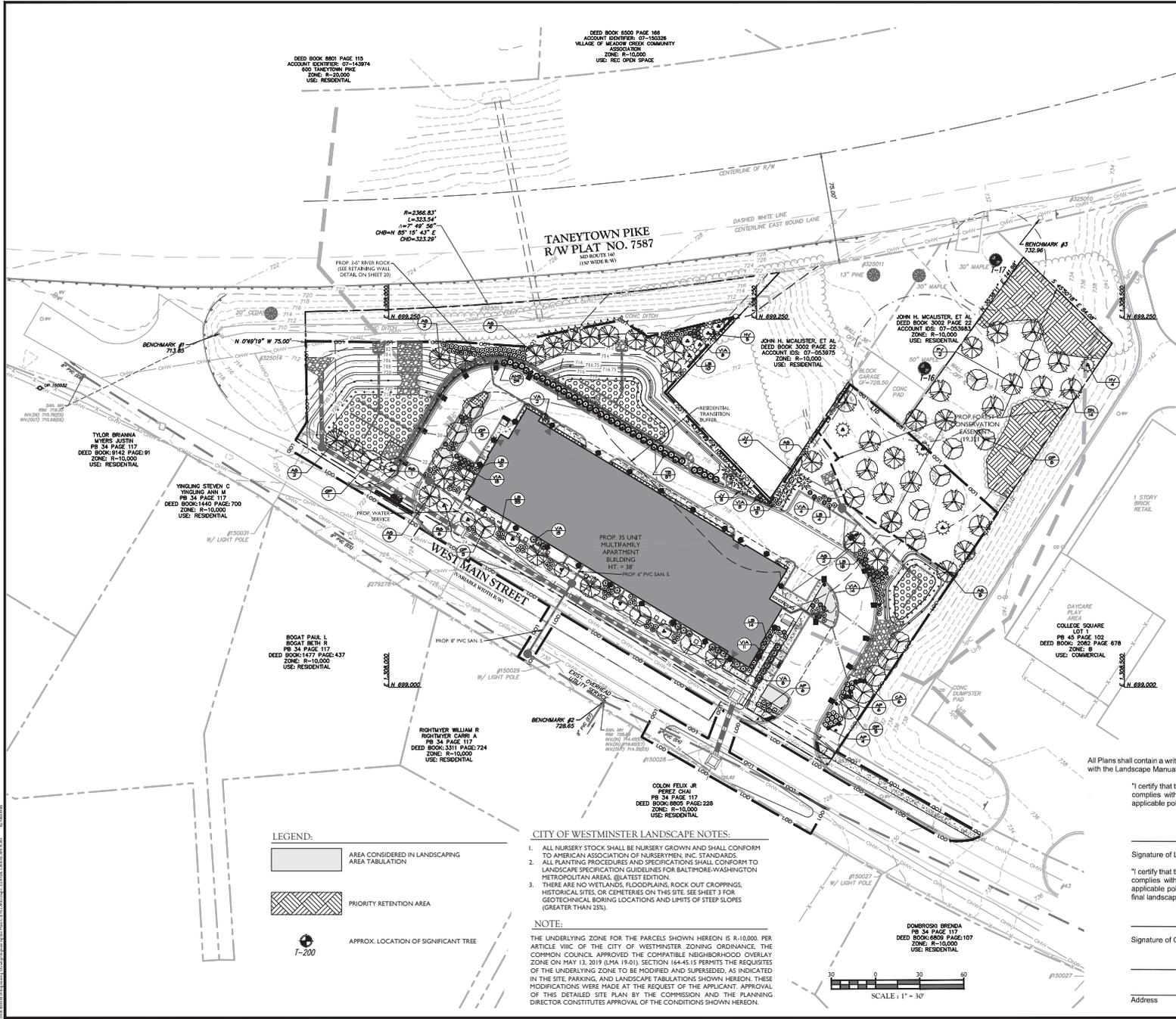
PROPOSED LINE DATA		
SEGMENT	DIRECTION	LENGTH
L1A	N 15° 24' 11" E	111.46'
L1B	S 42° 48' 11" W	111.46'
L1C	N 33° 49' 11" E	85.15'
L1D	S 50° 16' 49" E	47.38'

**LEGEND**

PROPERTY LINE	EXISTING	PROPOSED	WHEEL STOP	EXISTING	PROPOSED	DRAINAGE DIVIDE	EXISTING	PROPOSED
CURB LINE	---	---	SPOT ELEVATION	+415.70	+419.55	DRAINAGE DIVIDE	---	---
ELECTRICAL MANHOLE	(E)	(E)	TOP OF CURB ELEV.	+70	+20	LIMITS OF DISTURBANCE (LOD)	---	---
WATER MANHOLE	(W)	(W)	CHAIN LINK FENCE	---	---	ADA ACCESS ROUTE	---	---
TELEPHONE MANHOLE	(T)	(T)	WOOD FENCE	---	---	BOLLARD	○	○
UNMARKED MANHOLE	(U)	(U)	ROADWAY SIGNS	---	---	UTILITY POLE/UTILITY WIRE	○	○
SANITARY MANHOLE	(S)	(S)	TRAFFIC SIGN	---	---	PARKING METER	PH	PH
DRAINAGE MANHOLE	(D)	(D)	TRAFFIC SIGNAL POLE	---	---	HANDICAP PARKING	---	---
INDEX CONTOUR	---75---	---75---	SURFACE ON EXCESSIVE MOUNTED LIGHT	---	---	DRAINAGE INLET	---	---
MAJOR CONTOUR	---74---	---74---	WALL MOUNTED LIGHT	---	---	CONCRETE	---	---
UG CATV	---CATV---	---CATV---	POLE MOUNTED LIGHT	---	---	RIP RAP	---	---
UG FIBER OPTIC LINE	---FO---	---FO---	FIRE DEPT. CONNECTION	---	---	VEGETATION	---	---
UG ELECTRIC LINE	---E---	---E---	FIRE HYDRANT	---	---	TREELINE	---	---
OVERHEAD WATER	---OW---	---OW---	WATER VALVE	---	---	PROPOSED SETBACK LIMITS	---	---
WATERLINE	---W---	---W---	GAS VALVE	---	---			
GAS LINE	---G---	---G---	SANITARY CLEANOUT	---	---			
SAN SEWER PIPE	---S---	---S---	WATER METER	---	---			
STORM PIPE	---ST---	---ST---	HVAC UNIT	---	---			







**OWNER INFORMATION:**  
 WESTERN MARYLAND COLLEGE INC DBA MCDANIEL COLLEGE, INC.  
 ATTN: W. THOMAS PHIZACLEA  
 VICE PRESIDENT FOR ADMINISTRATION AND FINANCE  
 ADDRESS: 2 COLLEGE HILL  
 WESTMINSTER, MD 21157  
 PHONE: (410) 857-2200

NO.	DATE	DESCRIPTION	BY

**LEGEND:**

- [Hatched Box] AREA CONSIDERED IN LANDSCAPING AREA TABULATION
- [Diagonal Lines Box] PRIORITY RETENTION AREA
- [Tree Symbol] APPROX. LOCATION OF SIGNIFICANT TREE

**CITY OF WESTMINSTER LANDSCAPE NOTES:**

- ALL NURSERY STOCK SHALL BE NURSERY GROWN AND SHALL CONFORM TO AMERICAN ASSOCIATION OF NURSEYMEN, INC. STANDARDS.
- ALL PLANTING PROCEDURES AND SPECIFICATIONS SHALL CONFORM TO LANDSCAPE SPECIFICATION GUIDELINES FOR BALTIMORE/WASHINGTON METROPOLITAN AREAS, @LATEST EDITION.
- THERE ARE NO WETLANDS, FLOODPLAINS, KOCC OUT CROPPINGS, HISTORICAL SITES, OR CEMETERIES ON THIS SITE. SEE SHEET # FOR GEOTECHNICAL BORING LOCATIONS AND LIMITS OF STEEP SLOPES (GREATER THAN 25%).

**NOTE:**  
 THE UNDERLYING ZONE FOR THE PARCELS SHOWN HEREON IS R-10,000 PER ARTICLE VIIIC OF THE CITY OF WESTMINSTER ZONING ORDINANCE. THE COMMON COUNCIL, APPROVED THE COMPATIBLE NEIGHBORHOOD OVERLAY ZONE ON MAY 13, 2019 (LMA 19-01). SECTION 164-45.15 PERMITS THE REQUISITES OF THE UNDERLYING ZONE TO BE MODIFIED AND SUPERSEDED, AS INDICATED IN THE SITE PARKING AND LANDSCAPE TABULATIONS SHOWN HEREON. THESE MODIFICATIONS WERE MADE AT THE REQUEST OF THE APPLICANT. APPROVAL OF THIS DETAILED SITE PLAN BY THE COMMISSION AND THE PLANNING DIRECTOR CONSTITUTES APPROVAL OF THE CONDITIONS SHOWN HEREON.

Signature of Landscape Architect \_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_



**MASER CONSULTANTS, P.C.**  
 1000 WESTMINSTER WAY  
 WESTMINSTER, MD 21157  
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 FAX: (410) 857-2201  
 WWW.MASERCONSULTANTS.COM

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 FOR STATE SPECIFIC CORRECT PHONE NUMBERS VISIT  
 WWW.CALLBEFOREYOU.DIG.COM

NO.	DATE	DESCRIPTION	BY

**JONATHAN JOLLEY**  
 MARYLAND LICENSED  
 LANDSCAPE ARCHITECT - LICENSE NUMBER: 3497  
 2021 WESTMINSTER WAY  
 WESTMINSTER, MD 21157  
 PHONE: (410) 857-2200  
 FAX: (410) 857-2201  
 WWW.MASERCONSULTANTS.COM

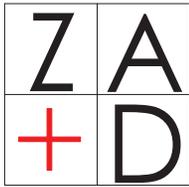
**SITE DEVELOPMENT PLAN**  
 FOR  
**CONIFER WESTMINSTER WAY, LLC**  
 WESTMINSTER WAY APARTMENTS  
 322 W MAIN ST  
 CITY OF WESTMINSTER  
 CARROLL COUNTY  
 MARYLAND

**STERLING OFFICE**  
 2375 BUSINESS CENTER  
 SUITE 110  
 WESTMINSTER, MD 21157  
 PHONE: 703.430.4330  
 FAX: 703.430.4339

DATE	BY	REVISION

PROJECT NUMBER: 190801A  
 DRAWING DATE: 05/20/2019  
 SHEET NO.: 32 OF 42





**ZAD** design  
**ZAD** interiors  
**ZAD** passive  
*Recalibrating the Building Potential*

PRINTS ISSUED		
NO.	DESCRIPTION	DATE
1	SCHEMATIC PACKAGE	05/18/19
2	USE PROGRESS	06/27/19
3	PERMITS	02/24/20
4	PERMIT COMMENTS 1	07/04/2020

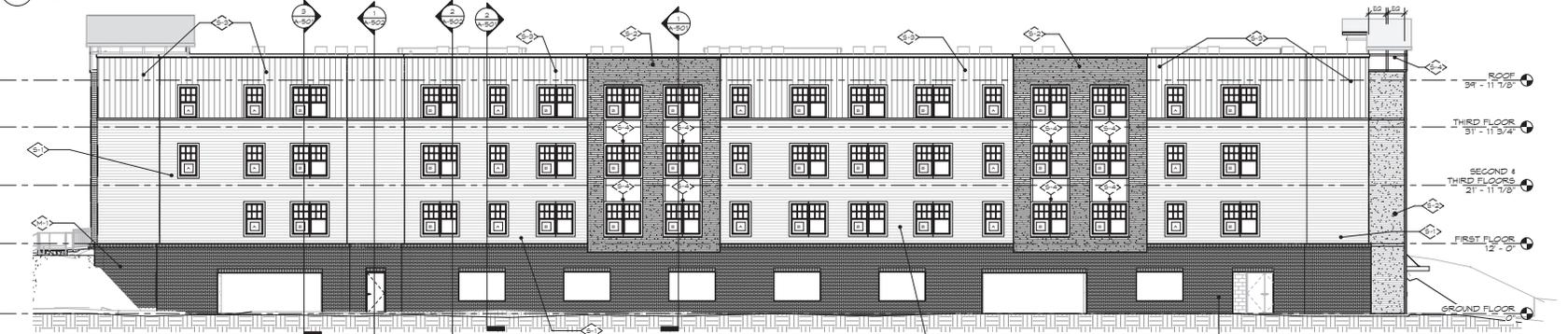
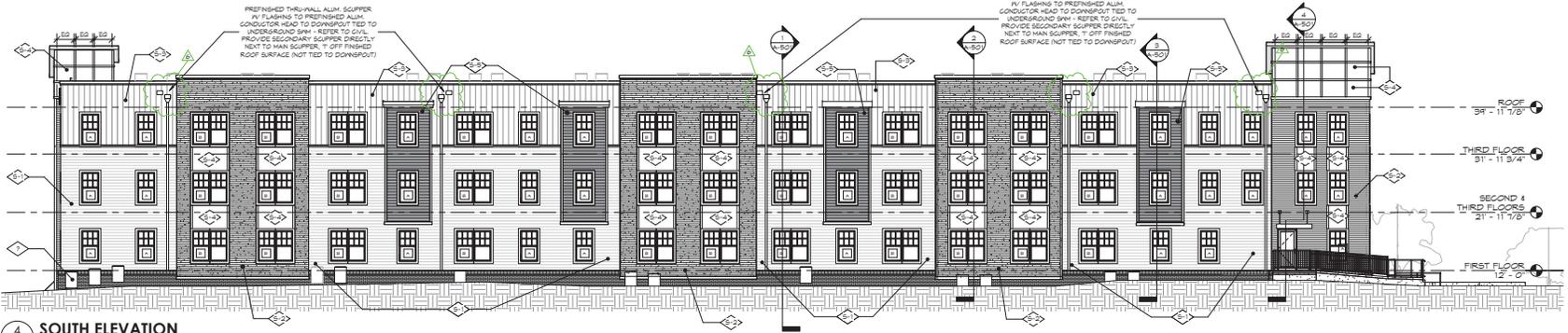
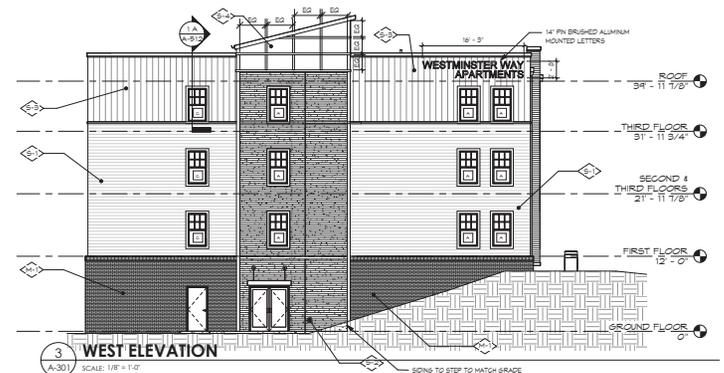
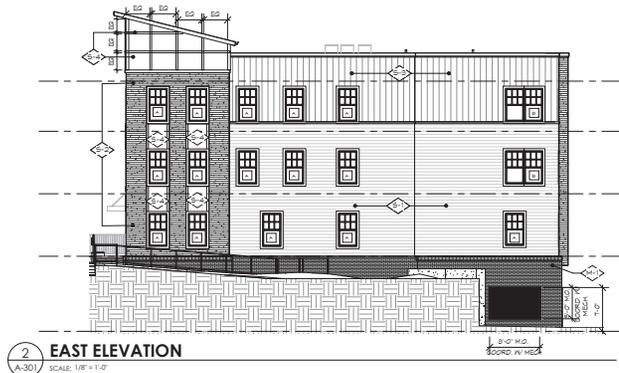
ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD BY THE CONTRACTOR. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR COORDINATION OF ALL DIMENSIONS. ALL REQUIRED PERMITS SHALL BE OBTAINED PRIOR TO COMMENCEMENT OF WORK. ARCHITECT HEREBY EXPRESSLY RESERVES HIS COMMON LAW COPYRIGHT AND OTHER PROPERTY RIGHTS IN THESE PLANS. THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER, WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN PERMISSION AND CONSENT OF ZAVOS ARCHITECTURE + DESIGN, LLC. NONE ARE TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT FIRST OBTAINING SAID WRITTEN PERMISSION AND CONSENT.

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QUALITY CONTROL REVIEW

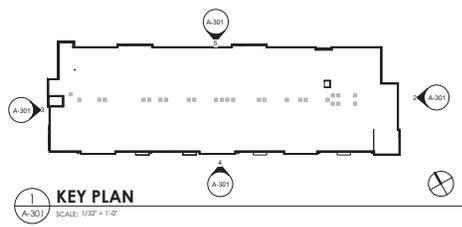
DD REVIEWER INITIALS: DL DATE: 03/31/19  
 CD REVIEWER INITIALS: DL DATE: 03/13/19

I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MARYLAND.  
 LICENSE NUMBER: 3880 EXPIRATION DATE: 05/14/22



EXTERIOR MATERIAL LEGEND					
KEY	MATERIAL	MANUFACTURE	STYLE	COLOR	NOTES
S-1	FIBER CEMENT SIDING	JAMES HARDIE OR EQUAL	6\"/>		

**NOTES:**  
 1. ALL TRIM TO BE PVC OR FIBER CEMENT.  
 2. AT MATERIAL TERMINATIONS/TRANSITIONS.  
 3. AT FINICORS.  
 4. LINEAR FASCIA TO BE PVC, FIBERCEMENT OR ALUMINUM.



**WESTMINSTER WAY**  
 PROJECT ADDRESS:  
 322 WEST MAIN STREET  
 WESTMINSTER MD, 21157

SHEET TITLE:  
**EXTERIOR ELEVATIONS**

JOB NUMBER: 18201  
 DRAWING NUMBER:

**A-301**  
 323 WEST PATRICKS  
 FREDERICK, MD 2170  
 P: 301.491.0020 F: 301.491.0920  
 www.zad.com



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Sterling, VA 20166  
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F: 703.430.4339  
www.maserconsulting.com

February 7, 2020

**VIA DELIVERY**

Mr. Mark A. Depo  
Director of Community Planning and Development  
City of Westminster  
56 W. Main Street, Suite 1  
Westminster, MD 21157

**RE: Development Design Preferences Manual Modification Request  
Westminster Way Apartments  
322 W. Main Street  
Westminster, MD 21158  
MC Project No.: 18001831A**

Dear Mr. Depo,

We hereby request the following modifications to the 2016 Design Preference Manual as adopted by the City of Westminster Mayor and Common Council.

The first item for consideration can be found on page 17 of the Manual and is listed under the heading of "Dumpsters & Trash Enclosures". In this section, the Manual states that "loading docks, trash collection, outdoor storage, and similar utility facilities and functions be incorporated into the overall design of the site".

This modification request is specifically for the proposed electric transformer, located at the east end of the building. The transformer has been located to minimize interference with basic site design criteria (pedestrian access to parking, vehicular sight distance, ADA access, etc.) as well as to provide a siting in proximity to the mechanical room, which is located at the eastern end of the building. Due to these space limitations and the additional work zone clearance requirements around the transformer (see attached excerpt from BGE's "Natural Gas and Electric Service Guide"), we hereby request a modification to incorporate the transformer fully into the overall design of the site.

The second item is covered on Page 25 of the Manual under "Building Siting", specifically that "building elements of various heights within the overall project design is encouraged."

The building has varying context as designed with different materials at the north and south elevations including two colors of concrete siding, one color of vinyl siding run horizontally, one color of siding run vertically, brick as well as paneling at the towers and at the bump outs. If further varied context (siding/façade) is required, please consider a modification request for this



Mr. Mark Depo  
City of Westminster  
Request for Modification to  
Development Design Preferences Manual  
MC Project No.: 18001831A  
February 7, 2020  
Page 2 of 2

design preference. (Color elevation is attached to this request, and we are providing a view from all sides for Planning Commission if not sooner)

The final item is covered on Page 27 of the Manual under “Building Façade and Roof Articulation” and states that “roof-lines should be segmented and varied within an overall horizontal context. Varying heights are encouraged.”

The building has varying heights on all sides with the book end towers on the far east and west sides providing relief to the east and west elevations. However due to the solar panel collector design, we do not believe any further building height modification can be achieved.

Please consider this request for modifications from the design preferences.

Should you have any questions or require any additional information, please do not hesitate to contact our office at (703) 430-4330.

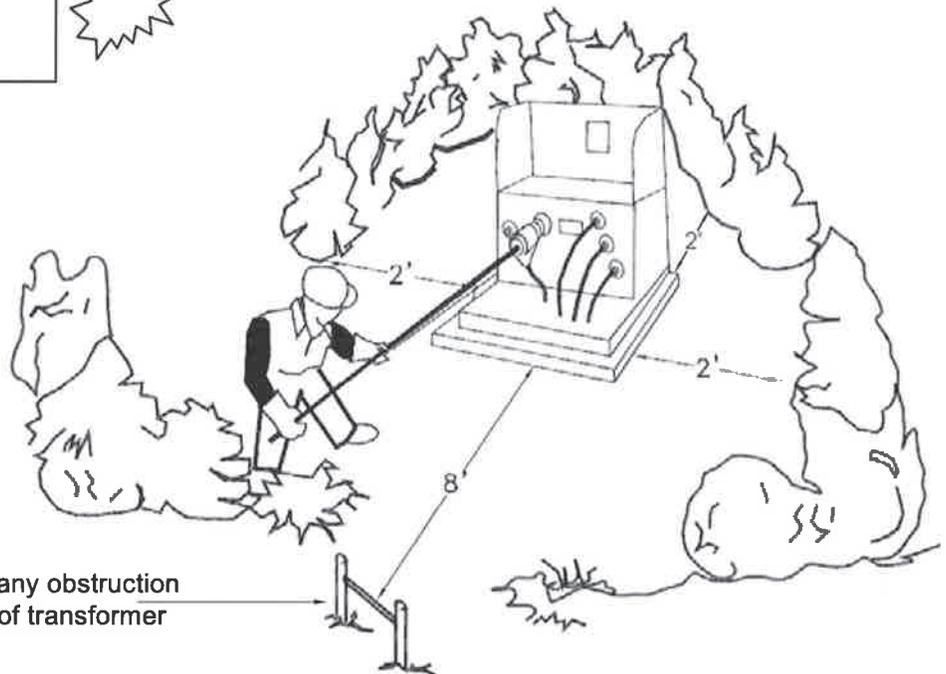
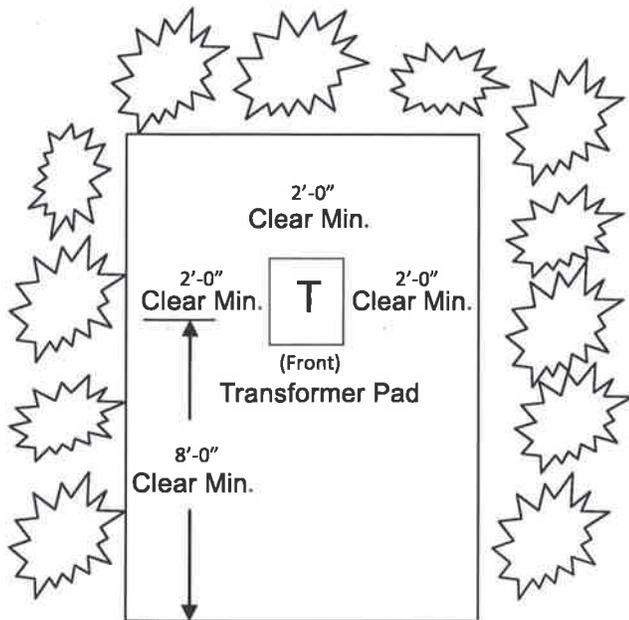
Sincerely,

MASER CONSULTING P.A.

A handwritten signature in blue ink, appearing to be 'R Pease', written over the printed name.

Robert Pease, P.E.  
Project Manager

## TRANSFORMER LOCATION REQUIREMENTS



**Note:** Minimum clearances are from the edge of mature plants, not from the stem of planting stock.

The transformer pad shall be installed on a level, compacted area with a minimum of eight feet (8') of clear and level operating space in front of the transformer pad. Obstructions cause delays when restoring electric service and WILL BE REMOVED.

