



## HOWARD COUNTY PUBLIC WORKS BOARD

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Thomas J. Meunier, Executive Secretary  
Nicholo Stewart, Recording Secretary

Pedro Ramirez, Chairperson  
Abby Glassberg, Vice Chairperson  
Alan Whitworth, Member  
Aida Abdallah, Member  
Barbara Darley, Member

### Minutes of the Howard County Public Works Board – August 9, 2022

**Members present:** Mr. Pedro Ramirez, Chairperson, Ms. Abby Glassberg, Vice Chairperson, Mr. Alan Whitworth, Ms. Aida Abdallah, and Ms. Barbara Darley.

**Staff present:** Thomas J. Meunier, Executive Secretary; John Seefried, Assistant to the Director of Public Works; John Alcorn, Engineering Specialist II; Donald Koelsch, Engineering Specialist, Construction Inspection Division; Emily Iacchei, Chief, Real Estate Services Division; Sanjay Kulkarni, Project Manager, Utility Design Division; Nicholo Stewart, Recording Secretary, Real Estate Services Division.

Mr. Ramirez called the meeting to order at approximately 7:30 p.m.

1. **Approval of minutes:** Mr. Ramirez indicated that the first item on the agenda was the approval of the minutes of May 10, 2022. Mr. Ramirez asked if everyone had a chance to review the minutes and if there were any questions.

**Motion:** On a motion made by **Ms. Abdallah** and seconded by **Ms. Glassberg**, the Board unanimously approved the minutes of May 10, 2022.

#### 2. **Public Works Board Road Acceptance**

(a) **Subdivision:** Final Road Construction, Grading and Stormwater Management Plans titled "Oxford Square, "A Howard County Green Neighborhood", Banbury Drive (Sta. 20+28.21 to Sta. 25+13.13)

**R/SW Agreement No.** F-15-088 **W/S Agreement No.** 44-4939-D

**Road Names:** Banbury Drive

**Petitioner:** Kellogg-CCP, LLC

**Staff Presentation:** Ms. Iacchei, Chief, Real Estate Services Division, indicated that Kellogg-CCP, LLC (the "Petitioner"), a Maryland limited liability company, has presented a petition to the Director of Public Works for the acceptance of Banbury Drive (Extension), shown on the "Final Road Construction, Grading and Stormwater Management Plans titled "Oxford Square "A Howard County Green Neighborhood", Banbury Drive (Sta. 20-28.21 to Sta. 25+13.13) and located in the subdivision titled "Resubdivision Plat, Oxford Square, "Green Neighborhood" Parcels 'V' thru 'Z', 'A-A' thru 'C-C' and Open Space Lots 244 and 245 (Being a Resubdivision of Open Space Lot 1, as Shown on Plats Entitled "Oxford Square, "Green Neighborhood", Parcels 'C' thru 'L' and Open Space Lots 1 and 2" Recorded as Plat Nos. 22390 thru 22395; A Resubdivision of Parcel 'G', as Shown on

Plats Entitled "Oxford Square, "Green Neighborhood" Resubdivision Plat-Parcel 'M' and Revision Plat-Parcels 'C', 'E', 'F', 'G', 'I', 'J', and 'K' Recorded as Plat Nos. 22856 thru 22859; and a Resubdivision of Parcels 'E', 'S' and 'T', as Shown on Plats Entitled "Oxford Square, "Green Neighborhood", Parcels 'R', 'S' and 'T' and Revision Plat-Parcel 'E'" Recorded as Plat Nos. 23103 thru 23105) and Revision Plat, Oxford Square, "Green Neighborhood" Parcel 'B' (Being a Revision to Parcel 'B', as Shown on Plats Entitled "Revision Plat, Oxford Square, "Green Neighborhood", Parcel 'B'" Recorded as Plat Nos. 22218 and 22219)" (the "Subdivision"), said plat is recorded among the Land Records of Howard County, Maryland as Plat Number(s) 23710 thru 23715 on March 17, 2016". The Bureau of Engineering has inspected the subdivision and certifies that all public improvements have been constructed in accordance with the approved plans and specifications and meets the criteria for acceptance under Section 18.202 of the Howard County Code. The Bureau of Engineering recommends that the Public Improvements be accepted into the County system of publicly owned and maintained facilities.

**Board Comments:** Mr. Jeremy Rutter of Rutter Project Management identified himself as the Construction Manager for the project. Ms. Glassberg asked if there was a plan to replace the dying plants that she spotted in close proximity to the parking garage. Mr. Rutter indicated that this task had been taken over by the HOA. Mr. Whitworth inquired as to whether or not these plants and tree would be maintained by the County. Mr. Rutter confirmed that these plants and trees would remain the responsibility of the HOA. Mr. Whitworth asked who would be responsible for maintaining the bioretention ponds and expressed concerns surrounding the durability of the facilities. Mr. John Seefried confirmed that the media below the mulch will need to be replaced periodically every few years. Mr. Whitworth questioned whether the maintenance of the facilities would fall upon the County or HOA. After reviewing the plans, Mr. Seefried determined that the inlets would be the responsibility of the County. He added that the facilities were outside of the right-of-way and a note on the first page of the plans described the HOA's responsibilities in maintaining the facilities.

**Public Testimony:** None.

**Motion:** On a motion made by Ms. Glassberg, and seconded by Ms. Abdallah, the Board unanimously recommended that the Director of Public Works accept the public improvements located in Final Road Construction, Grading and Stormwater Management Plans titled "Oxford Square, "A Howard County Green Neighborhood", Banbury Drive (Sta. 20+28.21 to Sta. 25+13.13) into the County's system of publicly owned and maintained facilities.

(b) **Subdivision:** Walker Meadows, Lots 1-34, Buildable Preservation Parcel A, Non-Buildable Preservation Parcels B-K & Non-Buildable Bulk Parcels L-M  
**R/SW Agreement No.** F-17-045  
**Road Names:** Mayapple Drive, High Stepper Trail, and Stepping Place  
**Petitioner:** ESC Walker Meadows, L.C.

**Staff Presentation:** Ms. Iacchei, Chief, Real Estate Services Division, indicated that ESC Walker Meadows, L.C., (the "Petitioner") has presented a petition to the Director of Public Works for the acceptance of Mayapple Drive, High Stepper Trail, and Stepping

Place shown on the subdivision plat titled “Plat of Revision, Walker Meadows, Lots 1-34, Buildable Preservation Parcel A, Non-Buildable Preservation Parcels B-K & Non-Buildable Bulk Parcels L-M (A Resubdivision of Lot 2 Diehl Property as Previously recorded in Plat #6937)”, said plat is recorded among the Land Records of Howard County Maryland as Plat Numbers 24794 thru 24979. The Bureau of Engineering has inspected the subdivision and certifies that all public improvements have been constructed in accordance with the approved plans and specifications and meets the criteria for acceptance under Section 18.202 of the Howard County Code. The Bureau of Engineering recommends that the Public Improvements be accepted into the County system of publicly owned and maintained facilities. ESC Walker Meadows LC has executed a Deferred Public Improvements Agreement for the installation of street trees. This Agreement is currently being executed by the County and requires the installation of 5 2.5” diameter street trees on Stepping Place by March 1, 2023.

**Board Comments:** Mr. Jason Van Kirk of Elm Street Development/ESC Walker Meadows clarified that all bioretention facilities would be maintained by the HOA. Mr. Whitworth stated that one of the inlet grates had been damaged and asked Mr. Van Kirk if they would fix the inlet. Mr. Van Kirk confirmed that they would be responsible for any items that were found to be unsatisfactory during inspection. Mr. Whitworth asked if the stakes would be removed from the street trees before they became the County’s responsibility. Mr. Van Kirk assured Mr. Whitworth that he would ask the landscapers to remove the stakes. Mr. Whitworth questioned if the planting had been completed for a bioretention pond on Mayapple Drive. Mr. Van Kirk informed Mr. Whitworth that he would have to check the planting schedule and stated that this issue would be subject to the County’s inspection.

**Public Testimony:** None.

**Motion:** On a motion made by Ms. Glassberg, and seconded by Ms. Abdallah, the Board unanimously recommended that the Director of Public Works accept the public improvements located in Walker Meadows, Lots 1-34, Buildable Preservation Parcel A, Non-Buildable Preservation Parcels B-K & Non-Buildable Bulk Parcels L-M into the County’s system of publicly owned and maintained facilities.

### **3. Water and Sewer Capital Project**

(a) S6698 - 5667 Landing Road Sewer Extension

**Staff Presentation:** Mr. Sanjay Kulkarni, Project Manager, Utility Design Division, indicated that the purpose of this presentation was to seek a recommendation from the Public Works Board concerning an extension of the public water and sewer system under capital project S-6698, the Routine Sewer Extension Program. The project is the 5667 Landing Road Sewer Extension and consists of the design and construction of 400 linear feet of 8-inch sewer to serve one property on Landing Road Road at a total estimated cost of \$400,000. The project was requested by Mr. Praveen Patel and Mr. Kishan Patel, the owners of 5667 Landing Road; parcel 430, on tax map 37. The property is improved, is within the Metropolitan District and is eligible for public water and sewer service. The property is 0.88 acres in size and is zoned R-ED. Two (2)

additional properties may be served by the proposed sewer extensions if those properties petition for connection. The proposed extension was evaluated against the criteria for routine extensions and met all requirements. The property abuts a County road, the extension is less than 1,000 feet and there is sufficient capacity in the system to serve the property. Interested property owners were notified of tonight's meeting by letter, by advertisement in local newspapers and by postings in the project area. The user costs associated with the water and sewer extensions are as follows: Sewer house connection charge \$4,500.00; Sewer In-Aid-of-Construction charge \$600.00 per in aid unit; Sewer Account Charge \$11.13 per quarter; Sewer use charge \$3.10 per 748 gallons. All user costs noted in the presentation are subject to change each July 1.

**Board Comments:** Ms. Glassberg questioned if the extension for landing Road had been completed previously. Mr. Kulkarni provided clarification by explaining that the extension Ms. Glassberg referred to had been completed for the water line. He specified that this project was to extend the sewer line. Ms. Glassberg asked who owned lots 5683 and 5661 and inquired about the acreage of the properties. Mr. Joseph Snodgrass approached the podium and identified himself as the owner of 5705 Landing Road, 5683 Landing Road, and 5661 Landing Road. Mr. Snodgrass explained that his property was about 10 acres in total. Mr. Whitworth asked Mr. Snodgrass if his septic was failing. Mr. Snodgrass indicated that the septic on 5661 Landing Road was failing. He stated that he was not having problems with the septic at 5683 Landing Road.

**Public Testimony:** None.

**Motion:** On a motion made by **Mr. Whitworth**, and seconded by **Ms. Glassberg**, the Board unanimously recommended that the Director of Public Works accept the improvements.

There being no further business, the Public Works Board meeting adjourned at approximately 8:08 p.m.

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Thomas J. Meunier  
Executive Secretary

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Nicholo Stewart  
Recording Secretary