August 17, 2018

Maple Lawn C.C. Statutory Trust
attn: Mark Bennett
1829 Reisterstown Road
Suite 300
Baltimore MD 21208

RE: SDP-18-051 Maple Lawn Farms, Business District – Area 2
Office Building No. 7

Dear Mr. Bennett:

Based on the decision by the Planning Board to approve this plan and the action of the Subdivision Review Committee, as summarized in our previous letter of July 19, 2018, the referenced plan has been determined to be ‘technically complete’, subject to the comments and plan markups transmitted with that letter. The Planning Board granted an approval of this plan at its August 16, 2018 public meeting. If you have any questions regarding a specific comment, please contact the review agency prior to submitting the original site development plan. You may submit the original drawings to the Department of Planning and Zoning for signature once the comments have been complied with and the following items have been addressed.

COMPLETION OF DEVELOPER’S AGREEMENTS AND PAYMENT OF FEES

1. Submission of a Developer’s Agreement to the Department of Public Works, Real Estate Services Division, and posting of financial surety for * private improvements and landscaping. * Please contact the Development Engineering Division for details.

2. Once the cost estimates are approved by the Development Engineering Division and/or this Division, the information will be forwarded to Real Estate Services, DPW. RES, DPW will contact you regarding requirements for preparation of a Developer’s agreement. Real Estate Services requires a minimum of three (3) weeks to execute the agreement(s). This should be anticipated by the developer in scheduling submittal of the originals.

   If applicable, submission of a Declaration of Covenants and Maintenance, and Right of Entry Agreement for Private Stormwater Management Facilities – Rain Gardens (Bio-Retention Facilities) to the Department of Public Works, Real Estate Services Division. Contact the Real Estate Services Division directly at 410-313-2330 regarding this requirement. Real Estate Services requires a minimum of three (3) weeks to execute this agreement. This should be anticipated by the developer in scheduling submittal of the plan originals.

3. Payment to the Department of Public Works, Real Estate Services Division of the balance of the Department of Public Works, Engineering Review Fee. The fee is based on the final construction cost estimate approved by DPZ, Development Engineering Division.
4. Submission of the SDP digital information shall be submitted to DPZ for the purpose of early assignment of a new street address at the same time as submission of your DPW, Developer’s Agreement documents for a minimum of 3 weeks prior to submission of the SDP plan original. Please see the digital information requirements contained under Submission of the Site Development Plan original for this letter.

The above conditions must be complied with prior to submission of the site development plan originals and within 180° days of this letter (on or before February 13, 2019). The Department of Public Works will provide a written receipt indicating the above conditions have been met. The receipt from Real Estate Services must accompany the submission of the site plan originals.

SUBMISSION OF SITE DEVELOPMENT PLAN ORIGINAL

Once all of the above requirements have been completed, the original site development plan may be submitted for signature with the following:

1. You will be required to execute a Developer’s Agreement which will include $11,130.00 of surety to ensure the completion of your landscaping obligations for this project. This Department will perform an inspection to verify installation of the required plant materials. The inspection fee required for this project is $111.30.

   If the landscape surety is: $0-10,000 Use .015 to calculate the inspection fee
   If the landscape surety is: $10,001-20,000 Use .01 to calculate the inspection fee
   If the landscape surety is: $20,001-30,000 Use .0075 to calculate the inspection fee
   If the landscape surety is: $30,001 and up Use .005 to calculate the inspection fee

   In no event may the fee be less than $100. This fee must be paid to SAP acct number 1000000000-3000000000-PWPZ00000000000-432105 at the time the plan originals are submitted for signatures (check payable to the Director of Finance).

2. A distribution fee of $3.00 per plan sheet ($16.50 per plan sheet for projects using private wells and/or septic systems) must accompany the original drawings. Additional print orders may also be submitted at this time with the originals. After distribution is complete, the original SDP will be held by the DPZ.

3. Submission of a digital description of the property meeting the following County standards:

THE FOLLOWING INFORMATION SHALL BE SUBMITTED TO DPZ FOR THE PURPOSE OF EARLY ASSIGNMENT OF NEW STREET ADDRESSES AT THE SAME TIME AS SUBMISSION OF YOUR DPW, DEVELOPER’S AGREEMENT DOCUMENTS TO DPW, REAL ESTATE SERVICES DIVISION OR A MINIMUM OF 3 WEEKS PRIOR TO SUBMISSION OF THE SITE DEVELOPMENT PLAN ORIGINAL. This information is required prior to submission of the site development plan original to allow early assignment of new street addresses for entry in the County’s GIS system to assist the Department of Inspections, Licenses and Permits for permit purposes. However, please note that if any of the digital file information changes between the time of this early submission and when the site development plan original is submitted, a second updated version must be resubmitted at the time of the site development plan original submission.
Digital Site Development Plan Submissions

- A digital file is required for use only to develop maps for the county's 911, fire, police and sheriff agencies.
- AutoCAD version 2013 is the required format for submissions.
- Use NAD 83 feet as coordinate system.
- Please provide at least two North-East coordinate reference points.
- Do not rotate drawing. North should be straight up.
- All nodes should snap together. No overshoots or undershoots. No circles at property corners.
- All lines must be entered using coordinate geometry, not digitized.
- Please do not send elements other than those outlined below. (No north arrow, notes, vicinity map, etc.)
- Set up layers as described in the following table:

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Color</th>
<th>Line Type</th>
<th>Text Style</th>
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<td>2</td>
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<tr>
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<td>4</td>
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</tr>
<tr>
<td>6</td>
<td>Pathways</td>
<td>Black</td>
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</tr>
<tr>
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<td>Fire department / Siamese connection</td>
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</tr>
<tr>
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<td>Hydrant locations</td>
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<tr>
<td>10</td>
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<td>No text</td>
</tr>
<tr>
<td>11</td>
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<td>Black</td>
<td>Solid</td>
<td>No text</td>
</tr>
<tr>
<td>12</td>
<td>Recreational areas (swimming pools, tennis courts, ball fields, tot lots, etc.)</td>
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<tr>
<td>13</td>
<td>Road names</td>
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<td>n/a</td>
<td>See below</td>
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</table>

Note: Font = Simplex, Height = 16.0, Width Factor = 1

This information is to be emailed to Carrie Vogel at cvogel@howardcountymd.gov and Mike Saunders at msaunders@howardcountymd.gov. The file should be named with the subdivision title and the DPZ file number.

If you have any questions, please contact Carrie Vogel of the Department of Planning and Zoning at (410) 313-4420 or email cvogel@howardcountymd.gov

4. Submission of digital storm drain system and stormwater management data:

THE FOLLOWING INFORMATION SHALL BE SUBMITTED TO THE DEPARTMENT OF PUBLIC WORKS (DPW) FOR THE PURPOSE OF INCORPORATION INTO THE COUNTY'S GIS ASSET MANAGEMENT SYSTEM. This information is required prior to submission of the site development plan original to allow early incorporation of new storm drain system and stormwater management systems.
management infrastructure in the County's GIS system for asset management and State reporting purposes. However, please note that if any of the digital file information changes between the time of this early submission and when the site development plan original is submitted, a second updated version must be resubmitted at the time of the site development plan original submission.

**Digital Storm Drain System and Stormwater Management Data Submissions**

- GIS geodatabase, GIS shapefiles, or AutoCAD dxf with associated completed Excel file are the required formats for submissions (see PDOX for templates).
- Use NAD 83 feet as coordinate system.
- Do not rotate drawing. North should be straight up.
- All nodes should snap together. No overshoots or undershoots.
- All lines must be entered using coordinate geometry, not digitized.
- Please do not send elements other than those outlined below. (No north arrow, notes, vicinity map, etc.).
- If using AutoCAD, set up layers as described in the following table (geometry colors are the developer's choice):

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<tr>
<td>2</td>
<td>BMP Labels</td>
<td>BMP Unique ID Labels</td>
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<tr>
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<td>BMP Drainage Area</td>
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<td>6</td>
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<td>7</td>
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<td>Pipe Labels</td>
<td>Pipe Unique ID Labels</td>
<td>Text</td>
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</tbody>
</table>

Note: Font = Simplex, Height = 16.0, Width Factor = 1

This information is to be emailed to Christine Lowe at cslowe@howardcountymd.gov. The file should be named with the subdivision title and DPZ file number. If you have any questions, please contact Christine Lowe of the Department of Public Works at 410-313-0522 or cslowe@howardcountymd.gov
5. **If applicable**, submission of a receipt from DPW, Real Estate Services Division, verifying that the required Developer's Agreement/Declaration of Covenants and Maintenance, and Right of Entry Agreement for Private SWM Facilities – Rain Gardens (Bio-Retention Facilities) has been executed.

6. Submission of a Forest Conservation Data Summary [attached].

In accordance with Section 16.156(m) of the Fifth Edition of the Subdivision and Land Development Regulations, SDP originals must be submitted within 180\(^*\) days from the date of this letter (on or before February 13, 2019).

\[^*\]In accordance with adopted Council Bill No. 51-2016, effective on 10/5/16, if the deadline date is a Saturday, Sunday, or holiday or if the County offices are not open, the deadline shall be extended to the end of the next open County office business day.

Compliance with all conditions and/or corrections is required before the original plan will be accepted for signature approval. As directed through ProjectDox, please contact Ms. Carol Starn of the Department of Planning and Zoning at (410) 313-2350 to schedule an appointment to submit originals for signature. Please bring this letter with you as it will serve as the checklist for the original submission.

If you have any questions, please contact Derrick Jones at (410) 313-2350 or email at djones@howardcountymd.gov.

Sincerely,

[Signature]
Kent Sheubrooks, Chief
Division of Land Development

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**CC**
- Research
- DED
- Real Estate Services, DPW
- GLW
- St Johns Properties
August 17, 2018

Maple Lawn C.C. Statutory Trust
attn: Mark Bennett
1829 Reisterstown Road, Suite 300
Baltimore MD 21208

RE: SDP-18-051 Maple Lawn Farms, Business District, Area 2 (office building 7)

Mr. Bennett:

The Planning Board of Howard County acted to approve the above referenced plan on August 16, 2018 at its regular scheduled meeting. A copy of the decision is included for your files.

You may submit the original drawings to the Department of Planning and Zoning for signature approval once the plan comments and the attached items have been complied with. If you have any questions regarding a specific comment, please contact the review agency prior to submitting the original plan.

If you have any questions, please contact Derrick Jones at (410) 313-2350 or email at djones@howardcountymd.gov.

Sincerely,

[Signature]

Valdis Lazdins
Executive Secretary
Howard County Planning Board

Attachment
cc: Research
     DED
     St John Properties
     GLW

Howard County Government, Allan H. Kittleman County Executive

www.howardcountymd.gov