

MINUTES

Baltimore County Planning Board Meeting

February 15, 2024

Contents

Call to Order, Introduction of Board Members, Pledge of Allegiance, and Announcements

Review of Today’s Agenda

Minutes of the February 1, 2024 Meeting

Item for Introduction

- 1. Department of Public Works and Transportation Standard Specifications and Standard Details for Construction Manuals

Item for Discussion and Vote

- 2. Basic Services Maps

Other Business

- 3. Report from the February 8, 2024 Meeting of the Landmarks Preservation Commission

Adjournment of the Board Meeting

\*\*\*\*\*

Appendices

**Appendix A** Department of Public Works and Transportation Standard Specifications and Standard Details for Construction Manuals and Staff Presentation

**Appendix B** Basic Services Maps

*Note: A copy of the appendices is located in the official digital Planning Board files.*

\*\*\*\*\*

**Baltimore County Planning Board Meeting Minutes  
February 15, 2024**

Call to Order, Introduction of Board Members

Chairwoman Hafford called the meeting to order at 4:00 PM and welcomed everyone. A roll call to account for the members of the Board was conducted. Through the meeting, the following Board members were:

<b>Present</b>	<b>Absent</b>
<ol style="list-style-type: none"> <li>1. Ms. Nancy Hafford, Chair</li> <li>2. Mr. Peter Arrey</li> <li>3. Ms. Emily Brophy</li> <li>4. Ms. Beverly German</li> <li>5. Mr. Mark Heckman</li> <li>6. Mr. Steven Heint</li> <li>7. Mr. Shafiq Hinton (Arrived at 4:03 PM)</li> <li>8. Mr. C. Scott Holupka, Vice Chairman</li> <li>9. Mr. Derick Johnson</li> <li>10. Mr. Wayne McGinnis</li> <li>11. Ms. Cathryn Pinheiro (Arrived at 4:06 PM)</li> <li>12. Mr. Todd Warren</li> <li>13. Ms. Cathy Wolfson</li> </ol>	<ol style="list-style-type: none"> <li>1. Mr. S. Chris Haffer</li> <li>2. Mr. Howard Perlow</li> </ol>

Attending County staff included: Mr. Steve Lafferty, Ms. Amy Mantay, Ms. Jennifer Meacham, Mr. Kristopher Weaver, Mr. Myles Muehlberger, Mr. Austin Broderick, Ms. Marina Goldgisser, Ms. Ngone Diop, Ms. Krystle Patchak, Ms. Courtney Rachuba, and Ms. Taylor Bensley, all of the Department of Planning; and Mr. Justin Hall, Ms. Jeannette Applauso, and Ms. Lisa Eicholtz from the Department of Public Works and Transportation.

**Review of Today’s Agenda**

Ms. Bensley reported there were no changes to the Tentative Agenda published February 8, 2024.

**Minutes of the February 1, 2024 Meeting**

Chairwoman Hafford asked the Planning Board members if they had any changes to the February 1, 2024 Minutes. Hearing none, Chairwoman Hafford called for a motion to approve the Minutes as drafted. Mr. Warren moved to approve the Minutes as drafted. Mr. Arrey seconded the motion, which passed at 4:02 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Heckman, Mr. Heint, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

**Item for Introduction**

1. Department of Public Works and Transportation Standard Specifications and Standard Details for Construction Manuals

Chairwoman Hafford explained that first on the agenda was an introduction of the updated Department of Public Works and Transportation Standard Specifications and Standard Details for Construction Manuals. She continued that Ms. Lisa Eicholtz and staff from the Department of Public Works and Transportation were in attendance to present the manual updates to the Board. She then welcomed Ms. Eicholtz.

Ms. Eicholtz stated that Mr. Justin Hall would be handling the presentation for the meeting. Mr. Hall thanked the Board for allowing the Department of Public Works and Transportation to introduce the

Standard Specifications and Standard Details for Construction. He continued on that, per County Code, Article 32, Subtitle 4 – Adoption of Manuals, DPWT had prepared the Manual of Standard Details and the Manual of Standard Specifications. He explained that the Manuals covered how the Department solicited bids, how bids were provided to interested parties, contract award processes, how construction was performed, and how contractors were paid for the work performed. He continued that the current Standard specifications were issued in the year 2000, with addendums in 2007 and 2013; and the Standard Details for Construction were approved in the year 2007. He discussed that DPWT had updated the standards to modernize the document and integrate current industry standards; to update the approved materials and construction practices; to correct titles for positions and agencies which included changing the name of Department of Public Works to include Transportation; and to reflect new County policies and procedures. Mr. Hall then shared with the Board a list of next steps in the process, which included a Public Hearing before the Board, and offered the Board time to ask any questions

Chairwoman Hafford thanked Mr. Hall for his presentation and opened up the floor for questions and comments from the Board.

There were no questions or comments from the Board

Chairwoman Hafford called for a motion to set a public hearing. Mr. Holupka moved that the Baltimore County Planning Board set a virtual public hearing, as specified under Section 32-4-404 of the Baltimore County Code, for Thursday, March 7<sup>th</sup>, 2024 at 5:00 PM for the Board to receive comments on the Department of Public Works and Transportation Standard Specifications and Standard Details for Construction Manuals. Mr. Warren seconded the motion which passed at 4:06 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Heckman, Mr. Heintz, Mr. Hinton, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

### **Item for Discussion and Vote**

#### 2. Basic Services Maps

Chairwoman Hafford stated that the next item on the agenda was the opportunity to discuss, then vote, on the 2024 Basic Services Maps. She mentioned that the item was first introduced to the Board on January 18<sup>th</sup>, 2024, and a Public Hearing was conducted on February 1<sup>st</sup>, 2024. She noted that staff from the Department of Public Works and Transportation were present to answer any questions the Board might have during discussion and before the vote. She then asked if the Department of Public Works and Transportation had any additional comments before the Board discussed and voted.

The Department of Public Works and Transportation had nothing further to add.

Chairwoman Hafford opened the floor for discussion amongst the Board.

Mr. Warren questioned if the issue in Catonsville had been resolved. Ms. Eicholtz questioned if Mr. Warren was referring to Overbrook Road. Mr. Warren replied yes. Ms. Eicholtz replied that DPWT was monitoring the situation and was actively working on resolving the issue.

Mr. Holupka stated that he appreciated DPWT providing written responses on all the questions raised previously by the Board and at the Public hearing.

With no further questions or comments, Chairwoman Hafford called for a motion to vote on the Basic Services Maps for Public Water, Sewerage, and Transportation. Mr. Holupka moved that the Baltimore

County Planning Board recommends the adoption by the County Council of the 2024 Basic Services Maps for Public Water, Public Sewerage, and Transportation per the Memoranda as submitted by the Director of the Department of Public Works and Transportation at the January 18, 2024 Planning Board Meeting. Mr. Arrey seconded the motion which passed at 4:11 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Heint, Mr. Hinton, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Ms. Pinheiro, and Mr. Warren. Mr. Heckman and Ms. Wolfson voted against the motion.

**Other Business**

3. Report from the February 8, 2024 Meeting of the Landmarks Preservation Commission

Ms. Bensley gave a report on the major actions of the Landmarks Preservation Commission at their February 8, 2024 meeting.

**Adjournment of the Board Meeting**

Chairwoman Hafford called for a motion to adjourn the meeting. Mr. Arrey moved to adjourn the meeting. Mr. Warren seconded the motion, which passed at 4:13 PM with affirmative votes being cast by Mr. Arrey, Ms. Brophy, Ms. German, Mr. Heckman, Mr. Heint, Mr. Hinton, Mr. Holupka, Mr. Johnson, Mr. McGinnis, Ms. Pinheiro, Mr. Warren, and Ms. Wolfson. There were no dissenting votes.

The meeting adjourned at 4:13 PM.

\*\*\*\*\*