



## LETTER OF EXPLANATION

Office of Planning and Zoning  
2664 Riva Road  
P.O. Box 6675  
Annapolis, MD 21401  
P. 410.222.7441 F. 410.222.7752

To Whom It May Concern:

The location of the property address is 502 Bayberry Drive, Severna Park, MD 21146.  
This property address is located within the critical area of the Severn River Watershed.  
This property is not affiliated with any bog protection areas or wetlands.  
This property has zoning designation of R-5 Residential.  
This property has a critical area designation of LDA - Limited Development Area.  
This property is approximately 440' feet away from MHWL and tidal waters.

Our lot measures approximately 170 linear feet in depth and is only 75' in front width, making the lot much longer than wide, and shaped as a traditional rectangle. We are proposing to accommodate these additional extensions by taking advantage of the back extension foot print. Our house size, when compared to other subject properties, is within the smaller size threshold, and is also the smallest width threshold of the surrounding neighborhood character.

Our intent is to replace an existing room with a foundation and upgraded footing/foundation system and add a two story addition, approximately 18'8" wide by 20'5" in depth, measuring approximately 25' in height. We are also proposing an enclosed porch area dimensioning, 18'5" in depth by 17' wide, measuring approximately 15' in height. The proposed two-story addition is approximately 21'3" from the adjacent property line to the south side of the lot. The proposed enclosed porch area is approximately 19'11" from the adjacent property line to the north side of the lot.

We consciously minimized the impacts by removing an existing impervious patio area to replace with an enclosed porch area and by utilizing the existing extension of the house, in the rear of the property, to replace with the addition. This allows us to only have a net increase of 114 S.F. of impervious surface, which still leaves us at a net under of allowable coverage, by 955 square feet.

We recognize the impacts of our lot, as it conveys to the adjacent properties swales, so we have substantially increased the coverage of native landscape planting within this area to mitigate stormwater management runoff. The intent is that the fibrous root systems of these lower story planting, densely planted together, will serve as an attribute to help filter and slow down stormwater before it enters the natural flow pattern of the adjacent swale/sloped areas.

We have provided stormwater management and planting to mitigate temporary disturbance and permanent disturbance.

We have provided scaled plans which delineate the existing conditions of the site including but not limited to; structures, utilities, steep slope setbacks, limits of disturbance, and other sensitive areas, as applicable.

Thank you in advance for your attention and consideration to this project.

Please feel free to contact with any questions and/or comments:

Regards,

Sean Robinson  
Principal

○ 202.760.0405

sean@sean-william.com

# MONROE RESIDENCE

502 BAYBERRY DRIVE, SEVERNA PARK, MD 21146

## SITE PLAN

NOT FOR CONSTRUCTION

### GENERAL NOTES

- CHECK LOCATION OF ALL UNDERGROUND UTILITIES. CALL "MISS UTILITY" AT 1-800-257-7777 AT LEAST 5 DAYS PRIOR TO ANY EXCAVATION.
- CONTRACTOR IS REQUIRED TO CARRY ANY/ALL WORKMAN'S COMPENSATION AND OTHER LIABILITY INSURANCES AS REQUIRED BY THE GENERAL CONTRACTOR/OWNER.
- CONTRACTOR IS REQUIRED TO COMPLY WITH ANY/ALL CODES, REGULATIONS AND ORDINANCES THAT APPLY TO THE WORK PERFORMED ON THIS PROJECT.
- CONTRACTOR SHALL COORDINATE THE EXECUTION OF ALL WORK PERFORMED WITH THE GENERAL CONTRACTOR/OWNER AND SHALL COMPLETE ALL WORK IN A TIMELY FASHION.
- GENERAL CONTRACTOR/OWNER IS RESPONSIBLE FOR OBTAINING SITE PERMITS AND PAYING APPLICABLE FEES UNLESS OTHERWISE SPECIFIED.
- THESE PLANS ARE TO BE USED SOLELY FOR STABILIZATION PURPOSES ONLY.
- IF STOCKPILES ARE REQUIRED ON-SITE, LOCATIONS WILL BE DESIGNATED BY THE GENERAL CONTRACTOR/OWNER.

### GRADING NOTES (TYPICAL):

- ANY GROUND DISTURBANCE (INCLUDING BUT NOT LIMITED TO THE RUNNING OF MACHINERY ACROSS THE LAWN AREA, ETC.) BEYOND THE SPECIFIED MATTING WILL BE CAUSE FOR THE ENFORCEMENT SECTION OF THE DEPARTMENT TO ISSUE A STOP WORK ORDER AND REQUIRE ANY APPROPRIATE ACTIONS TO BRING THE SITE INTO COMPLIANCE WITH THE APPROVED STANDARDIZED GRADING PLAN AND AGREEMENT.
- CUTS AND FILLS SHALL NOT EXCEED 10 FEET IN DEPTH OR HEIGHTS AND SHALL NOT EXCEED 100 CUBIC YARDS IN VOLUME.

### SITE INFO

TOTAL SITE AREA:	12,075 S.F. (28 ACRES)
PREDOMINANT SOIL TYPES:	EVO-EVESBORO AND GALESTOWN SOILS (49%) Pgb-PATAPSCO-FORT MOTT- URBAN LAND COMPLEX (51%)
SITE ZONING:	RS
BUILDING RESTRICTION LINES:	FRONT = 25' SIDES = 7' REAR = 20'
CRITICAL AREA DESIGNATION:	LDA (LIMITED DEVELOPMENT AREA)
MAXIMUM IMPERVIOUS COVERAGE:	31.25% OF PARCEL (3,773 S.F.) PER SUBTITLE (4) 17-8-402 LOT CREATED IN 1964

### SITE TABULATIONS

#### EXISTING LOT INFORMATION

PRIMARY STRUCTURE AREA:	1,194 S.F.
DRIVEWAY:	893 S.F.
FRONT ENTRANCE WALKWAY:	120 S.F.
SHED:	100 S.F.
STAIRS TO BASEMENT:	58 S.F.
BACK PATIO AREA:	339 S.F.

**TOTAL EXISTING IMPERVIOUS SURFACE: 2,704 S.F.**

#### TOTAL IMPERVIOUS BEING REMOVED

ADDITION:	242 S.F.
BACK PATIO AREA:	339 S.F.

**TOTAL IMPERVIOUS REMOVED: 581 S.F.**

#### TOTAL IMPERVIOUS SURFACE BEING ADDED

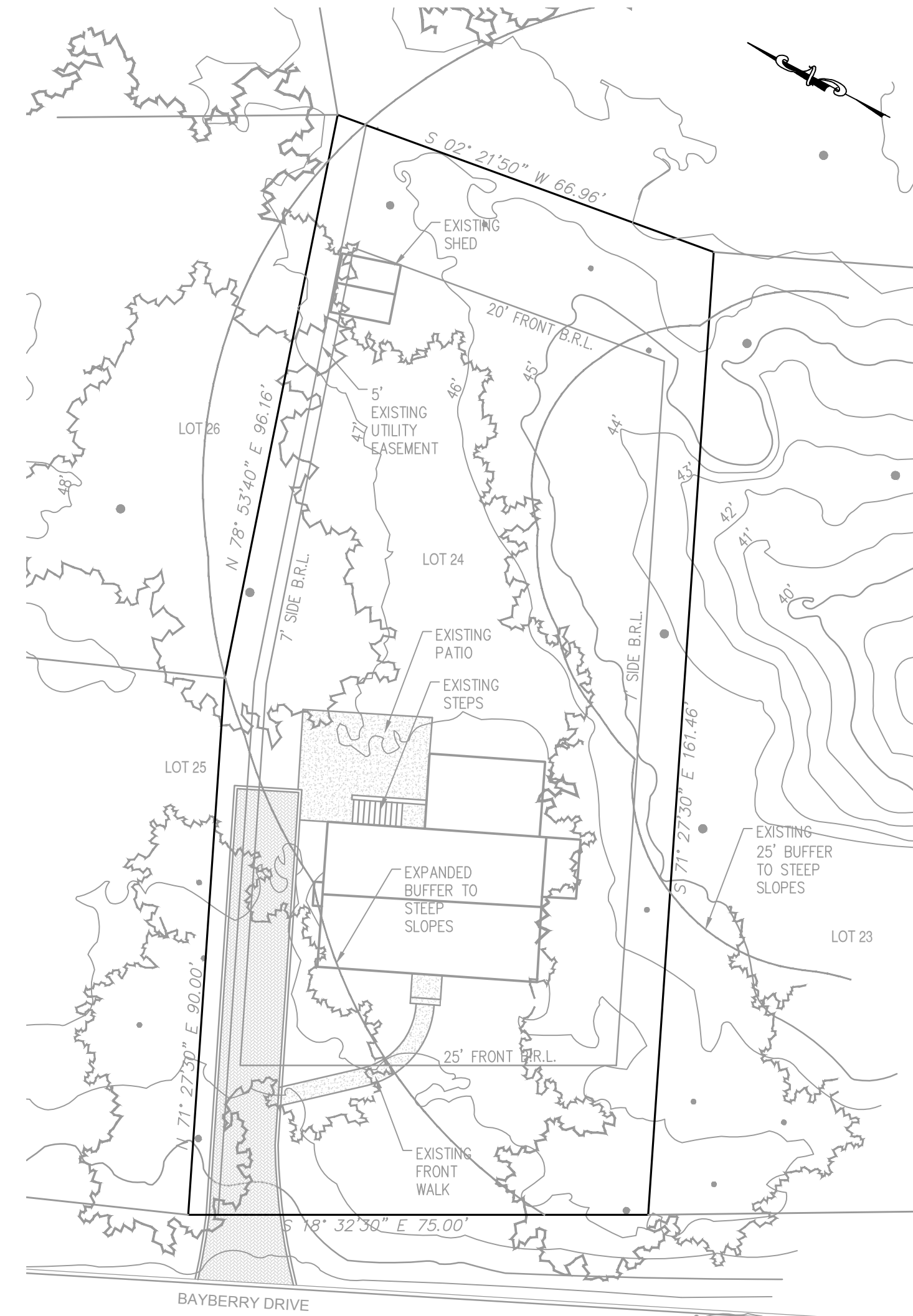
BACK SPECIFIED ADDITION:	383 S.F.
BACK PATIO ENCLOSED DECK:	312 S.F.
PROPOSED IMPERVIOUS:	695 S.F.

#### FINAL TABULATIONS

Property: RS Single Family Residence Neighborhood Conservation	
Terms: 31.25% of parcel to be impervious coverage, 10% reduction in Stormwater	
SDAT REAL PROPERTY LISTED LOT COVERAGE:	12,075 S.F.
SDAT REAL PROPERTY LISTED HOUSE COVERAGE:	N/A S.F.
REAL PROPERTY BASEMENT AREA:	432 S.F.
SDAT LISTED TOTAL LOT SIZE:	12,075 S.F.
STATE RECORDED IMPERVIOUS:	N/A S.F.
TAKE OFF SURVEY RECORDED IMPERVIOUS:	2,704 S.F.
ALLOWED IMPERVIOUS (RS ZONE, WITH CRITICAL AREA OVERLAY):	3,773 S.F.
CURRENT ALLOWABLE IMPERVIOUS THRESHOLD:	1,069 S.F.
IMPERVIOUS SURFACE AFTER PROPOSED REMOVALS:	2,123 S.F.
FINAL IMPERVIOUS AFTER PROPOSED ENHANCEMENTS:	2,818 S.F.
FINAL IMPERVIOUS CALCULATION (UNDER):	955 S.F.

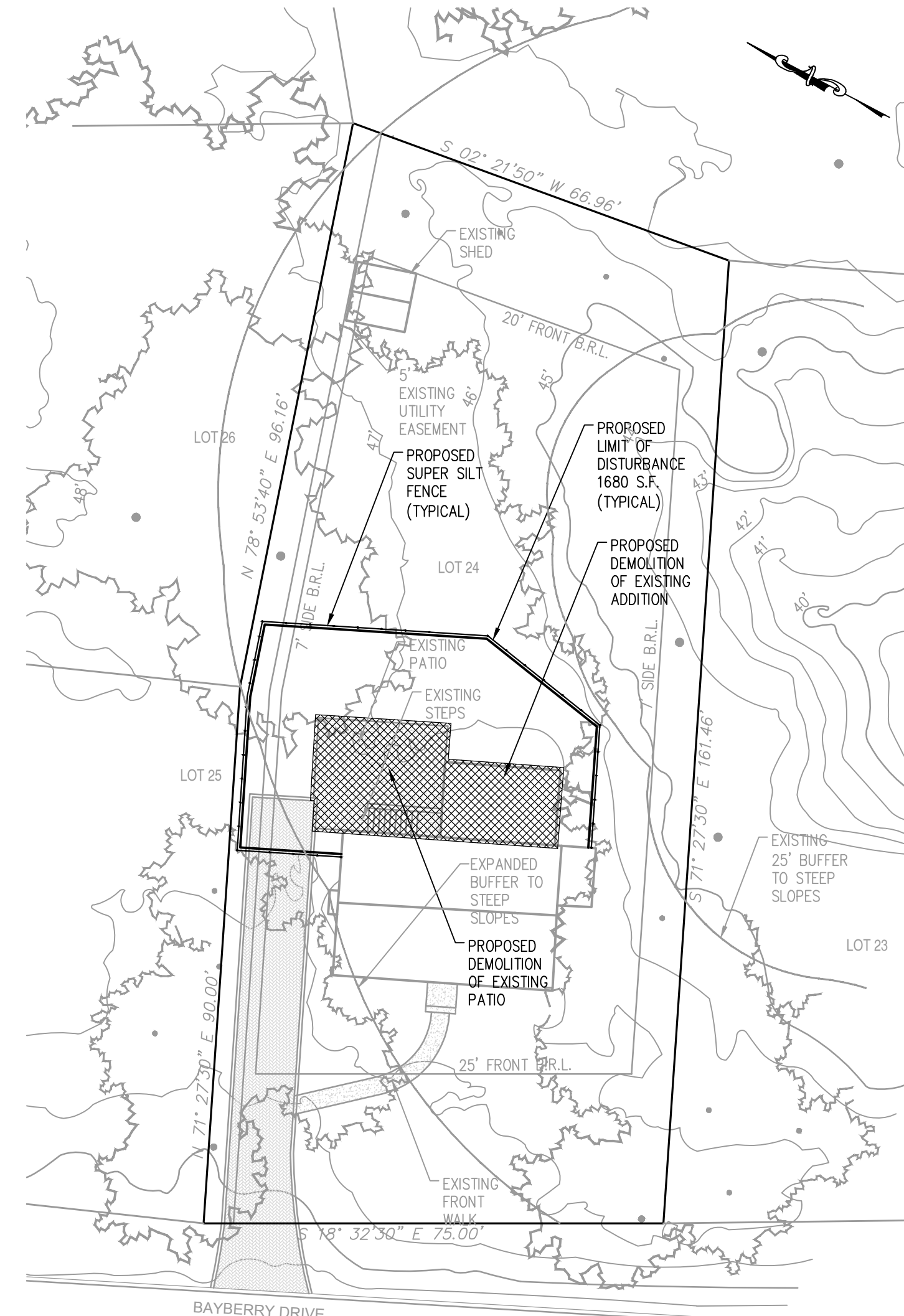
### EXISTING SITE PLAN

SCALE 1"=20'



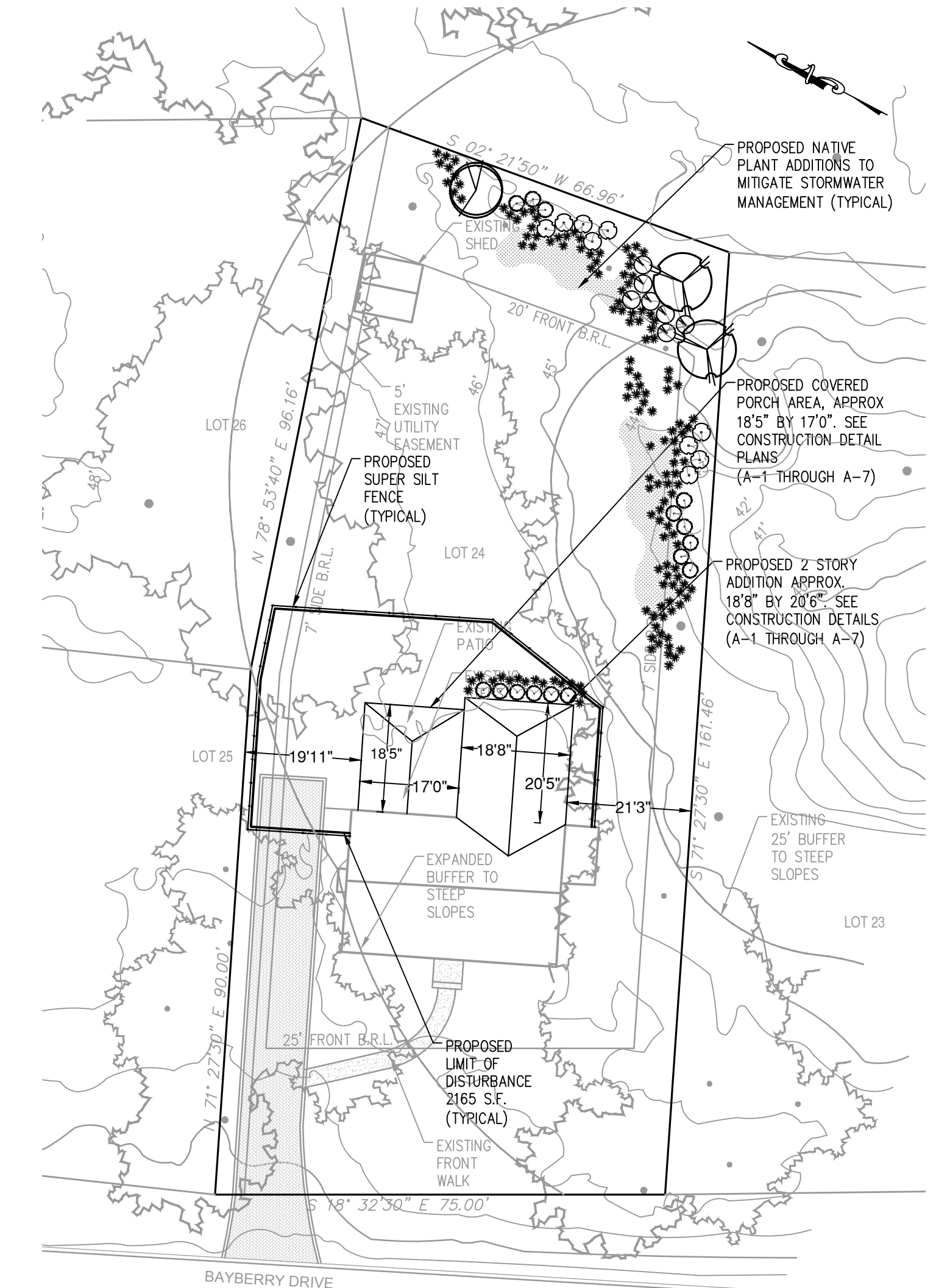
### ESC PLAN AND DEMOLITION PLAN

SCALE 1"=20'



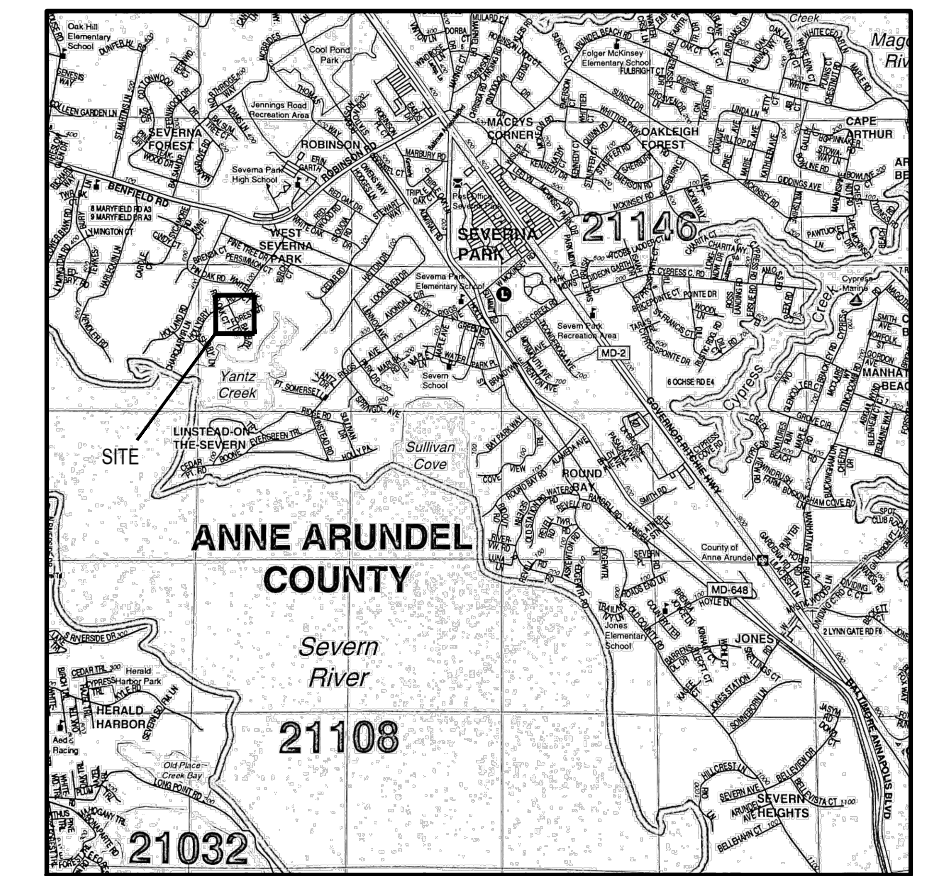
### PROPOSED SITE PLAN

SCALE 1"=20'



### VICINITY MAP

SCALE 1" = 2000'



Cad file name : /Users/psawilliams/OneDrive/Separation/Client/Storage/OneDrive/Severn/Severn/Residence/Drainage/Files/CAD/R-1381-Monroe Residence-Mon-FF1.dwg

INTEGRATED PROPERTY SOLUTIONS  
FEASIBILITY STUDIES/DESIGN SERVICES  
PERMITTING/CONSTRUCTION MANAGEMENT  
SEDIMENT AND EROSION CONTROL  
VEGETATION MANAGEMENT SOLUTIONS  
STORMWATER MANAGEMENT  
REVEGETATION/SLOPE STABILIZATION  
LANDSCAPE AND HardsCAPE



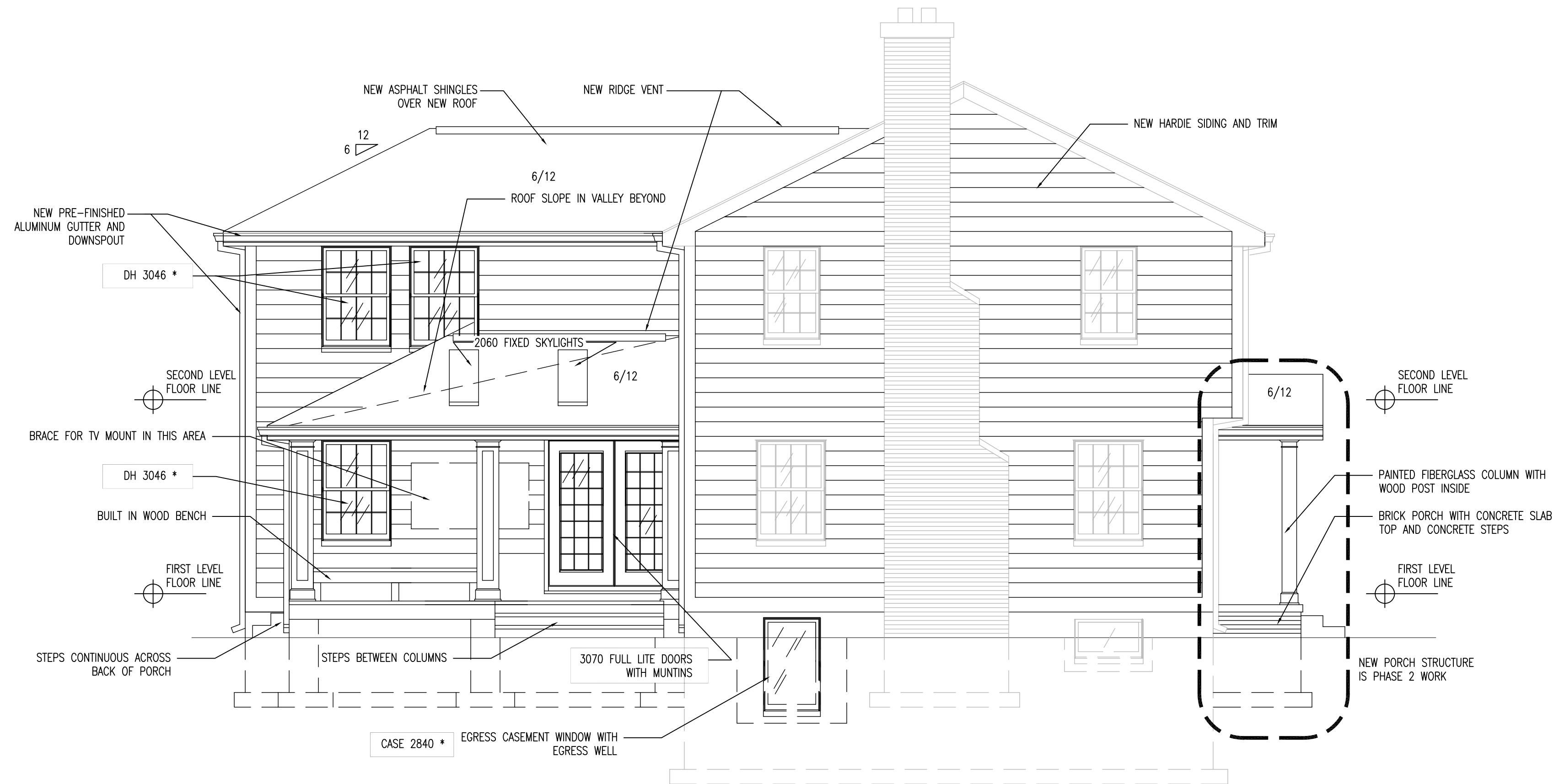
SEAN WILLIAM COMPANIES  
P.O. BOX 144  
ANNAPOLIS, MD 21404  
PHONE: 410.260.8905  
FAX: 410.260.8905  
EMAIL: INFO@SEANWILLIAM.COM  
WWW.SEANWILLIAM.COM  
MHC COMPANY LICENSE #19791A  
MHC CONTRACTORS LICENSE #1846  
CONTRACTOR STATE LICENSE #1846

SITE PLAN  
STANDARD GRADING PLAN  
**MONROE RESIDENCE**  
502 BAYBERRY DRIVE, SEVERNA PARK, MD 21146  
TAX MAP - 0031 GRID - 0012 PARCEL - 0073 SUBDIVISION - 900  
PERMIT NUMBERS:  
COUNTY: ANNE ARUNDEL  
ELECTION DISTRICT: 03

#### PLAN STATUS

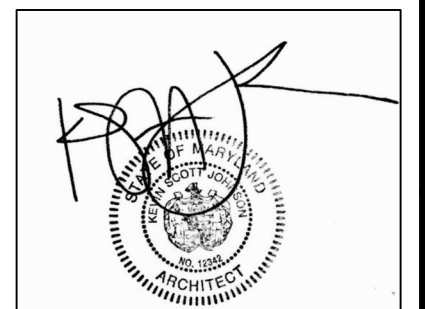
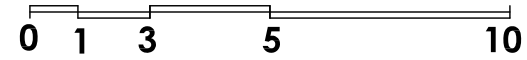
DATE	DESCRIPTION
JTE	QAC
DESIGN	DRAWN
	CHKD
SCALE	H:1"=10' V: N/A
JOB No.	R-1381-MONROE
DATE	:MARCH 2023
FILE No.	R-1381-02

DATE	DESCRIPTION
JTE	QAC
DESIGN	DRAWN
	CHKD
SCALE	H:1"=10' V: N/A
JOB No.	R-1381-MONROE
DATE	:MARCH 2023
FILE No.	R-1381-02



**PROPOSED LEFT ELEVATION**

1/4" = 1'-0"



CRITICAL AREA COMMISSION  
 CHESAPEAKE AND ATLANTIC COASTAL BAYS  
 1804 WEST STREET, SUITE 100  
 ANNAPOLIS, MD 21401

PROJECT NOTIFICATION APPLICATION

**GENERAL PROJECT INFORMATION**

Jurisdiction: \_\_\_\_\_

Date: \_\_\_\_\_

Tax Map #	Parcel #	Block #	Lot #	Section
0031	0073	M	24	C

Tax ID: 03-900-12803125

**FOR RESUBMITTAL ONLY**

- Corrections
- Redesign
- No Change
- Non-Critical Area

\*Complete Only Page 1  
 General Project Information

Project Name (site name, subdivision name, or other) 503 Bayberry Drive

Project location/Address 502 Bayberry Drive

City Severna Park, MD Zip 21146

Local case number \_\_\_\_\_

Applicant: Last name Robinson First name Sean

Company Sean William Companies, LLC

**Application Type (check all that apply):**

- |  |   |
|--|---|
| Building Permit <input checked="" type="checkbox"/>        | Variance <input checked="" type="checkbox"/>  |
| Buffer Management Plan <input checked="" type="checkbox"/> | Rezoning <input type="checkbox"/>             |
| Conditional Use <input type="checkbox"/>                   | Site Plan <input checked="" type="checkbox"/> |
| Consistency Report <input type="checkbox"/>                | Special Exception <input type="checkbox"/>    |
| Disturbance > 5,000 sq ft <input type="checkbox"/>         | Subdivision <input type="checkbox"/>          |
| Grading Permit <input type="checkbox"/>                    | Other <input type="checkbox"/>                |

**Local Jurisdiction Contact Information:**

Last name \_\_\_\_\_ First name \_\_\_\_\_

Phone # \_\_\_\_\_ Response from Commission Required By \_\_\_\_\_

Fax # \_\_\_\_\_ Hearing date \_\_\_\_\_

**SPECIFIC PROJECT INFORMATION**

Describe Proposed use of project site:

Residential Single Family Dwelling
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Yes Intra-Family Transfer <input type="checkbox"/> Grandfathered Lot <input type="checkbox"/>	Yes Growth Allocation <input type="checkbox"/> Buffer Exemption Area <input type="checkbox"/>
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**Project Type (check all that apply)**

Commercial <input type="checkbox"/> Consistency Report <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Mixed Use <input type="checkbox"/> Other <input type="checkbox"/>	Recreational <input type="checkbox"/> Redevelopment <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Shore Erosion Control <input type="checkbox"/> Water-Dependent Facility <input type="checkbox"/>
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**SITE INVENTORY (Enter acres or square feet)**

	Acres	Sq Ft		Acres	Sq Ft
IDA Area		0	Total Disturbed Area		2,165
LDA Area		12,075			
RCA Area		0	# of Lots Created		
Total Area		12,075			

	Acres	Sq Ft		Acres	Sq Ft
Existing Forest/Woodland/Trees		7,340	Existing Lot Coverage		2,704
Created Forest/Woodland/Trees		1,640	New Lot Coverage		114
Removed Forest/Woodland/Trees		0	Removed Lot Coverage		0
			Total Lot Coverage		2,818

**VARIANCE INFORMATION (Check all that apply)**

	Acres	Sq Ft		Acres	Sq Ft
Buffer Disturbance		0	Buffer Forest Clearing		0
Non-Buffer Disturbance		2165	Mitigation		2165

<p><u>Variance Type</u></p> Buffer <input type="checkbox"/> Forest Clearing <input type="checkbox"/> HPA Impact <input type="checkbox"/> Lot Coverage <input type="checkbox"/> Expanded Buffer <input checked="" type="checkbox"/> Nontidal Wetlands <input type="checkbox"/> Setback <input type="checkbox"/> Steep Slopes <input type="checkbox"/> Other <input type="checkbox"/>	<p><u>Structure</u></p> Acc. Structure Addition <input type="checkbox"/> Barn <input type="checkbox"/> Deck <input type="checkbox"/> Dwelling <input type="checkbox"/> Dwelling Addition <input checked="" type="checkbox"/> Garage <input type="checkbox"/> Gazebo <input type="checkbox"/> Patio <input type="checkbox"/> Pool <input type="checkbox"/> Shed <input type="checkbox"/> Other <input checked="" type="checkbox"/> Enclosed Patio
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## OFFICE OF PLANNING AND ZONING

### CONFIRMATION OF PRE-FILE MEETING

DATE OF MEETING 07/03/2023

P&Z STAFF Jennifer Lechner / Kelly Krinitz

APPLICANT/REPRESENTATIVE Hanni E & James H Monroe/Sean William Land Strategies EMAIL sean@sean-william.com

SITE LOCATION 502 Bayberry Dr, Severna Park, MD LOT SIZE 12,075 SQFT ZONING R5

CA DESIGNATION LDA BMA NO or BUFFER NO APPLICATION TYPE Variance

#### **Pre-file Case# 2023-0004-P**

The applicants propose to replace the existing addition with a 2-story addition and to replace the existing patio with a screen porch. The construction will cause disturbance to the expanded slope buffer.

#### **COMMENTS**

The **Development Division's Critical Area Team** has no objection to the proposed development. The applicant has made every effort to utilize an area that is flat and has been impacted by existing development.

The **Zoning Administration Section:** The applicants are reminded that, in order for the Administrative Hearing Officer to grant approval of the variances, the proposal must meet ALL of the Critical Area variance standards provided under Section 18-16-305, which includes the requirement that the variance must be the minimum necessary to afford relief.

**Note: The Zoning Division is paperless. All applications should be submitted online through the Land Use Navigator. <https://www.aacounty.org/departments/planning-and-zoning/land-use-navigator/>**

#### **INFORMATION FOR THE APPLICANT**

Section 18-16-201 (b) Pre-filing meeting required. Before filing an application for a variance, special exception, or to change a zoning district, to change or remove a critical area classification, or for a variance in the critical area or bog protection area, an applicant shall meet with the Office of Planning and Zoning to review a pre-file concept plan or an administrative site plan. For single lot properties, the owner shall prepare a simple site plan as a basis for determining what can be done under the provisions of this Code to avoid the need for a variance.

\*\*\* A preliminary plan checklist is required for development impacting environmentally sensitive areas and for all new single-family dwellings. A stormwater management plan that satisfies the requirements of the County Procedures Manual is required for development impacting environmentally sensitive areas OR disturbing 5,000 square feet or more. State mandates require a developer of land provide SWM to control new development runoff from the start of the development process.

Section 18-16-301 (c) Burden of Proof. The applicant has the burden of proof, including the burden of going forward with the production of evidence and the burden of persuasion, on all questions of fact. The burden of persuasion is by a preponderance of the evidence.

A variance to the requirements of the County's Critical Area Program may only be granted if the Administrative Hearing Officer makes affirmative findings that the applicant has addressed all the requirements outlined in Article 18-16-305. Comments made on this form are intended to provide guidance and are not intended to represent support or approval of the variance request.



## NARRATIVE STATEMENT

Office of Planning and Zoning  
2664 Riva Road  
P.O. Box 6675  
Annapolis, MD 21401  
P 410.222.7441 F 410.222.7752

To Whom It May Concern:

The proposed use of the existing project is residential.

The site is primarily made up of tulip poplar trees, within ranges of 14" DBA and 26" DBA, with some white oaks interspersed with same diameter thresholds. The existing total property area is 12,075 S.F. of which only 2,704 S.F. consists of lot coverage, making the lot 68% covered in vegetation. The proposed limit of disturbance is 1,680 S.F., of which 581 square feet is existing lot coverage that is proposed to be removed and then replaced with proposed addition and enclosed patio area. The remaining 1,099 S.F. of area will only be increased with 114 s.f., with the remaining area being re-vegetated with landscape planting.

We recognize our site conveys to an adjacent ravine area so we are proposing dense understory planting below the existing tree canopy areas to mitigate stormwater runoff and help absorb stormwater before it conveys into the steep sloped areas. We would like to note that no trees are proposed to be removed for this project and we have orientated the limit of disturbance to be away from the critical root zones of the adjacent trees. We are proposing to install super silt fence within specified areas to make sure that no sediment leaves the project site. These devices will be monitored continuously throughout construction of project.

We consciously minimized the impacts by removing an existing impervious patio area to replace with an enclosed porch area and by utilizing the existing extension of the house, in the rear of the property, to replace with the addition. This allows us to only have a net increase of 114 S.F. of impervious surface, which still leaves us at a net under of allowable coverage, by 955 square feet.

The impervious surfaces before construction equate to approximately 2,704 s.f. of area, and upon completion of project, that will be increased by 114 square feet, totalling 2,818 s.f. of total lot coverage. This final lot coverage amount is still less than 955 square feet of the allowable lot coverage, per code, for this lot.

There are steep slopes adjacent to project that we are stabilizing with woody vegetation and native rhizomes, which will do well in shaded areas and propagate within themselves to create more coverage. There are no known habitat protection areas on-site.

We have provided scaled plans which delineate the existing conditions of the site including but not limited to; structures, utilities, steep slope setbacks, limits of disturbance, and other sensitive areas, as applicable.

Thank you in advance for your attention and consideration to this project.

Please feel free to contact with any questions and/or comments.

Regards,

Sean Robinson  
Principal

O 202.760.0405

sean@sean-william.com



Sean William  
Land Strategies  
Annapolis, MD 21404  
www.seanwilliam.com

UMA\j... PHONE | 202.760.0405

502 BAYBERRY DRIVE | TOPOGRAPHY EXHIBIT

SCALE 1" = 40'

