General Project Information:
The Dunkirk Dunkin Donuts proposal is a re-development project of the old Starbucks Coffee located at 2981 Plaza Drive within the Dunkirk Gateway Shopping Center. The project proposes to redevelop the site by partially replacing the sidewalk adjacent to the building and twelve parking spaces with a drive-thru and stormwater management facility. The existing building is 9,102 sq. ft., the end unit that will be converted to the Dunkin Donuts, is 1,620 sq. ft.

The site plan was initially submitted on December 4, 2019, and accepted by the Technical Evaluation Group (TEG) on December 11, 2019, with comments due January 21, 2020. The second site plan (first revision) was received March 2, 2020, with comments due March 23, 2020. This staff report is based on Plan #2 and the agency review comments received.

Review Discussion:
The project has been reviewed for compliance with the Calvert County Comprehensive Plan, the Calvert County Zoning Ordinance (CCZO, as amended August 30, 2019), the Dunkirk Master Plan and Zoning Ordinance (DMP, DZO, as amended, January 3, 2019), and all other applicable state and local regulations. Below is a summary of the major site plan aspects:

**Lot Area and Setbacks:**
Tax Map 3, Parcel 384 is 15.01 acres, the redevelopment will only disturb 0.30 acres. The property has two frontages along MD 4 and Town Center Boulevard. The re-development disturbance only affects one pad/building site located in the center of the parcel, and meets all setback requirements.

**Site Access:**
The subject building is accessed by internal shopping center drive aisles off of Plaza Drive and Town Center Boulevard. The re-development proposes to reconfigure the internal vehicle access to a one-way out from the east access for the drive-thru and a two-way in and out of the west access for the parking lot.

**Parking Requirements:**
Per CCZO Section 6-3.01., Table 6-2, Eating Establishments: With or Without Outdoor Patron Area and, within a shopping center is 1 per 90 sq. ft. The unit is 1,620 sq. ft. requiring 18 parking spaces. The building combined parking requirement is 121 for the existing uses and 129
parking spaces are existing and/or proposed. There are three Americans with Disabilities Act (ADA) spaces provided at the front entrance (east) side of the building.

**Pedestrian and Vehicle Flow:**
Vehicle flow will be two-way through the parking lot with a 25 ft. drive aisle. There is pedestrian access from the parking lot to the front entrance of the building with a sidewalk around the parking lot.

**Landscaping and Lighting:**
The landscape plan proposes perimeter plantings around the parking lot to include shade trees, and shrubs as well as trees within the parking islands. There is also conifer groundcover along the drive-thru proposed. There will be a micro-bioretention which will also add landscaping, at the west corner of the parking lot.

The lighting plan will not change other than re-locating one of the mounted poles, as well as updating the building lighting.

**Architectural Review:**
The proposed project is zoned Dunkirk Town Center, requiring review and recommendation of approval by the Dunkirk Architectural Review Committee (DARC). The application was submitted on November 7, 2019 and reviewed with a recommendation of approval by the Committee on November 22, 2019.

**Adequate Public Facilities:**
The Traffic Impact Analysis (TIA) is currently under review. The Adequate Public Facilities Ordinance (APFO) certification will be made a condition of approval.

**Site Plan Comments Received By:**
The following comments have been received and are contained in the file record located in the Department of Planning & Zoning.

- P&Z, Addressing, Jenni Bailey – 12/13/2019, no revision
- P&Z, Environmental Planner, Christine Finamore – 1/15/2020, 3/16/2020, authorized
- P&Z, Planner I, Long Range Planning, Judy Holt – no comment
- P&Z, Transportation, Tamara Blake-Wallace – 1/21/2020, no revision
- DPW, Engineering Bureau, Project Engineer, Bill Burch – 1/21/2020, 3/23/2020, revision
- DPW, Water and Sewer, Andy Hipski – no comment
- P&Z, Rural Planner, Ron Marney – no comment
- Public Safety, Fire-Rescue-EMS Division, Jim Richardson – 1/22/2020, no revision
- Soil Conservation, Ron Babcock – 1/7/2020, no revision
- SHA, Jonathan Makhlouf – no comment
**Staff Recommendation:**
Staff certifies to the Planning Commission that the site plan is consistent with the Calvert County Comprehensive Plan, the Calvert County Zoning Ordinance (CCZO, as revised August 30, 2019), the Dunkirk Master Plan and Zoning Ordinance (as amended, January 3, 2019), and all other applicable state and local ordinances and regulations. The remaining comments that need to be addressed prior to final site plan approval are technical in nature and should not alter the design layout or functionality of the site plan. Staff recommends approval of the SPR-2019-305, Dunkin Donuts, subject to the following conditions:

1. The APFO certification will be required prior to final (stamped) site plan approval.
2. All other outstanding agency comments remaining shall be addressed prior to final (stamped) site plan approval (attached).
3. Any subsequent comments received from any County or State agency shall be addressed prior to final (stamped) site plan.
4. Additional replattings to modify or create easements, including but not necessarily limited to permanent access, construction or maintenance easements, utilities, may be required prior to issuance of building permits.
5. If subsequent revisions substantially alter this site plan, Planning Commission re-approval may be required.

**Next Steps:**
With regard to SPR-2019-305, Dunkin Donuts, the Planning Commission may consider one of the following options:

1. Approval with the conditions as listed above, as recommended by staff.
2. Approval with modification to conditions recommended by staff.
3. Deferral, if the Planning Commission requires additional information prior to action.
4. Denial of the project, which will require the applicant to make substantive design changes and re-submit to P&Z for agency review prior to consideration by the Planning Commission.

Attachments
cc: Joe DiMarco, Bohler Engineering
    Michael Beachley, LB Dunkirk Gateway, LLC
Planning Commission

Regular Meeting

April 15, 2020 7:00 p.m.

Item 7(b)

SPR-2019-305

Dunkirk Dunkin Donuts
The second site plan submittal (first revision) was received on March 2, 2020 with comments due March 23, 2020. The initial site plan for the above referenced project was submitted on December 4, 2019 and accepted at the Technical Evaluation Group (TEG) meeting on December 11, 2019, with comments due January 21, 2020. The site plan has been reviewed for compliance with the Calvert County Comprehensive Plan, the Calvert County Zoning Ordinance (CCZO) (as amended, August 30, 2019), the Dunkirk Master Plan and Zoning Ordinance (as amended, January 3, 2019) and any applicable subdivision of the property. The following comments result of that review:

General:

1. This development proposal meets the basic criteria to be designated as a Category I Site Plan, which will require review and approval by the Calvert County Planning Commission.

   Comment acknowledged.

Cover Page/ Site Improvement Plan C-1:

2. Please update the site plan number to SPR-2019-305.

   Site Plan number has been updated as requested.
   Comment addressed.

3. Please edit the 20' BRL to PRL (parking restriction line) and add the BRL which would be 35' if DPW deems Plaza Drive a local road.

   The 20' BRL has been changed to PRL. Plaza Drive is part of the overall shopping center and is not a local road; thus, the 35' BRL is not shown.
   Comment addressed.
4. Since the parking requirement for an eating establishment within a shopping center would be 18 and only 15 is provided for this unit, is there a shared parking agreement?

There is a shared parking agreement for this property detailed in the file titled ‘Easements with Covenants and Restrictions affecting land (“ECR”), Dunkirk, Maryland, Store No. 99562, L.P. No. 091534’ dated January 25, 2006. This includes parking described as ADA compliant. A note has been added to Sheet C-1 as General Note #21 and the document has been included herein.

Thank you for a copy of the agreement as well as the note on the plan, could you please add the sq. footage of the tenant spaces to the parking table.

5. Please indicate number and dimensions of parking spaces.

Proposed and existing parking spaces have been numbered and dimensioned.

Comment addressed.

6. The number of required ADA spaces is one per 25, since 121 spaces are required, a total of 5 ADA spaces are required, please indicate on the site plan where the five are located.

ADA parking is compliant for the whole parking corridor under the shared parking agreement included herein.

Understood.

7. Please review CCZO Section 6-4.02 D. for drive-through and stacking requirements. On the site plan submittal please include proper merge striping for drive-thru as well as demonstrating the required stacking.

Per coordination with county during the meeting held on January 31, 2020, this has been resolved to provide more stacking and proper striping.

Comment addressed.

8. All existing, replacement, and/or proposed landscaping should be included in the site plan submittal as part of the landscaping plan and schedule with typical planting chart. It is recommended to landscape the median between the parking lot access and drive through.

See Sheet C-11 and C-12 for the landscape plan, notes, and details.

Comment addressed.

9. Indicate location of trash collection pads/boxes, as well as accessory and/or ancillary structures that will also require screening. CCZO 6-4.04, 6-5.06 Also, provide the required typical, details and specifications for all accessory structures, including ancillary screening details.

The trash enclosure will remain existing located northwest of the existing building. An existing block wall surrounds the trash enclosure and is labeled on the plan, sheet C-1.

Comment addressed.
Overall:

10. If there are any other easement and/or plat requirements as a result of the site plan review, supporting documents must be recorded prior to issuance of construction permits. This includes, but is not limited to, lot line revisions, subdivision final plat notes, road widening dedication, forestation areas, easements for access, grading, storm drains, utilities, sidewalks, etc.

Comment acknowledged. We are not aware of additional easements and/or plats required.

Noted.

11. Prior to the site plan application being presented to the Planning Commission for conditional approval, the applicant must obtain an APFO certification from DPW.

The APFO is included herein.
Waiting for signed APFO certification from transportation engineer.

12. Prior to the site plan application being presented to the Planning Commission for conditional approval, the applicant must obtain Architectural Committee review and approval for all exterior structural elements including but not limited to buildings, accessory structures, lighting and signage.

Comment acknowledged. The Architectural Committee has approved as such.

Please add a note on the site plan referencing approval.

13. Notwithstanding the above comments, the site plan must conform to the Calvert County Zoning Ordinance (CCZO, as amended, August 30, 2019), and the Dunkirk Master Plan and Zoning Ordinance (as amended, January 3, 2019).

Comment acknowledged. The site plan conforms to the Calvert County Zoning Ordinance and Dunkirk Master Plan and Zoning Ordinance.

Noted.

A written narrative identifying how and where each of the above comments has been addressed will need to accompany the revised site plan submittal.

These comments are subject to change or addition as a result of the comments submitted by the other review agencies, or revised plans and/or details received. Should there be any questions regarding this site plan review, please do not hesitate to contact me via email at rachel.oshea@calvertcountymd.gov or phone 410-535-1600 ext. 2339.
This department has reviewed the Site Plan for the above referenced project per the Calvert County Road and Stormwater Management Ordinances (CCRO and CCSWMO) and the Calvert County Construction Standards for Roads, Streets and Incidental Structures (CCCS) and has the following comments that must be addressed prior to final approval. Attached Advisory Remarks are for your consideration.

1. Previous comment #4: Provide a landscaping table and layout for the proposed micro-bioretention facility on the plan. (CCSWMO 123-14.E.12) Provide a layout plan for the proposed landscaping of the Micro bioretention area per the table on sheet C-11. Sheet C-4 has a detail for this but the detail does not indicate proposed plant groupings (which plants go where) or show any specific plantings in the filter bed. The landscaping table on sheet C-11 should have the necessary information to apply the information in the details on sheet C-12, (i.e. species 1?, species 2?).

2. Provide a standard DPW Approval note and block on the cover page. A copy of this is available upon request.

3. The applicant/design engineer must provide a completed Stormwater Management Review and Inspection Cost Application (R&I) for review and Maryland Notice of Construction Completion form (NOCC) with the top portion completed. Copies of these documents can be provided via email upon request.

4. Provide a signed and completed Declaration of Restrictive Covenants (DoRC) form to this department for review. Once approved by this department, the form will be submitted to the county attorney for signature and subsequently recorded in the Land Records of Calvert County.
To: Joseph DiMarco, P.E.
From: Kevin E. Shaver, Project Engineer II – Transportation Division
Subject: Dunkirk Dunkin’ Donuts (SPR 2019-305)
Date: March 4, 2020
CC: File

This department has reviewed the Site Plan for Dunkirk Dunkin’ Donuts per the County Road Ordinance (CCRO) and the Calvert County Road Ordinance Traffic Impact Analysis (CCRO TIA) Appendix 20-1 and have the following comments:

1. A completed Traffic Impact Analysis (TIA) form, including Use Code, Units, AM PH, AM Adj Std, PM PH, PM Adj Std and Average Daily Trip information must be filled in. The 10th Edition Trip Generation Manual ITE rates shall be used. The APFO – Roads form cannot be approved until the TIA form is approved.

The following comments are advisory in nature and should be considered by the Design Professional while preparing the Site Plan design:

1. A Maintenance of Traffic plan should be included in the plans to ensure safe vehicular and pedestrian traffic can be maintained around the proposed work area.
2. A Sign Schedule should be included in the plans to list the quantities, MUTCD sign designation, pole material and pole height, etc. for the proposed traffic control and parking signs.

Mailing Address: 175 Main Street, Prince Frederick, Maryland 20678
Maryland Relay for Impaired Hearing or Speech: 1-800-735-2258