



THE TOWN OF CENTREVILLE 101 LAWYERS ROW CENTREVILLE, MD 21617  
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## TECHNICAL ADVISORY COMMITTEE

### MINUTES

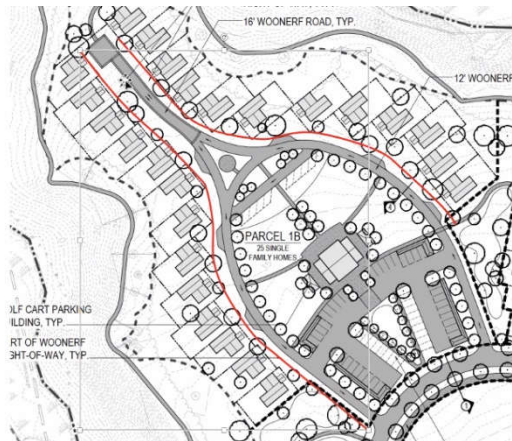
The Town of Centreville Technical Advisory Committee met on Monday, October 18, 2021 via Zoom. The following members were in attendance: Steve Walls, Town Manager; Chip Koogle, Interim Town Manager; Kip Matthews, Director of Public Works; Chris Jakubiak, Town Planner; Sharon VanEmburch, Town Attorney; Michael Whitehill, Town Engineer; and Carolyn Brinkley, Town Clerk.

The Technical Advisory Committee provided the following comments:

**ERNIE SOTA, GREEN DEVELOPMENT, INC. / REBECCA FLORA, ReMAKE GROUP  
PROPOSED SUBDIVISION  
CARTER FARM AT CHESTERFIELD AVENUE**

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1. The wetland delineation is more than five years old and needs to be updated.
2. CAC would need to determine if they are willing to conduct this as a refinement. This decision is still undecided from CAC.
3. Based on the example below, residential lots are not connected to the public right-of-way and need to be brought up to the streets/woonerfs to provide a seamless line between property line and ROW. The red line below shows how property lines are required to be drawn on the plat.



4. The red line also shows where the woonerf right-of-way is located that differentiates between HOA property maintenance and lot owner property maintenance.
5. Subdivision regulations state that every lot shall front on a street. On Parcel 2, these houses are not fronting a street. A woonerf through Parcel 2 is required to allow for street frontage.

6. The arrows on the diagram below need to be realigned as it seems as though the arrows are going in the wrong direction. Roundabout to be removed and replaced with a T.



7. Town Planner will review elevations of the houses to determine if in-line with Town Design Standards as they do not show enough differentiation. Since this is a PUD and a growth allocation application, the Town is looking for a higher standard of architecture for the units than the minimum standards that are required.
8. The note at the bottom of the Housing Types Elevations (page L201) that says that the footprints and elevations are for illustration purposes only is not acceptable. The Town will need to approve the final elevations.
9. There is no proposed elevation rendering for the multi-family building (phase 3). This needs to be provided.
10. The Town will need to decide how many allocations it would make available for this project and how those allocations will be phased. This item will need to be discussed with the Town Council as they look to revise their capacity management plan for the remaining capacity in the plant.
11. The woonerf streets are private, as well as, all water and sewer lines within them (plus, signage etc.) All will be privately owned and maintained. The Town will only own the water meters. The pump stations will also need to be privately maintained. The Town will not provide trash collection on the woonerfs. Private trash collection will be required.
12. The Town needs clarity on the developer's intent to establish strict legal protections within the structure of the HOA(s), their financial viability, the establishment of adequate HOA fees (considering the private infrastructure), and maintenance guarantees. The instruments will ensure the Town's consent is required prior to any modifications of the HOA documents related to the private maintenance issues, and the Town will have the right to enforce the protective instruments by, for example, imposing assessments on property if fund balances, adequate to maintain the private infrastructure, are not maintained. Provisions providing for notice to the property owners of the private nature of the roads, water, sewer, trash, etc. will be required.

13. Phase 3 needs to be re-worked. If this part of the project is to be platted and developed along with Phase 1 and 2, it will need to provide local open space, locating the multi-family apartment building so it does not face the rear of the townhouses, and provide a pedestrian access way to the commercial section. Phase 3 is not in character with the rest of the development. The rear yards of the lots abutting the existing residencies should be lengthened.
14. We understand the project would avoid mass grading. Please confirm. Is it the case, for example, that the rear of the houses on northern side would have walkout basements?
15. The buffer comes very close to the lots in several places and such lots may need to be modified. No buffer will be permitted on newly created residential lots.
16. The “white space” in the open space plan is HOA open space and needs to be so designated.
17. The rear lot lines should coincide with the open space, just like the front lot line needs to coincide with the street right-of-way lines.
18. Evaluation of parking on commercial part is needed to determine if adequate.
19. Please number the lots.
20. The road connection to the Board of Education property should not be a woonerf, but rather should comply with public road standards.
21. A public easement over the proposed Corsica Trail shall be required.
22. The proposed terms of a future DRRA need to be discussed with the Town Council. They may have additional terms or modification to the proposed terms.