



March 01, 2024

Cynthia K. Unangst, Planner
Town of Middletown
31 West Main Street
Middletown, MD 21769

Re: Middletown Middle & Elementary School Replacement
Concept Plan Review
ARRO #11058.01
ADTEK Engineers, Inc. Job No. 2301.0054

Dear Cindy,

We are in receipt of your letter dated December 12, 2023, and offer the following responses:

General

1. Comment: All design shall abide by the Town of Middletown Municipal Code, Ordinances and Design Manuals.

Response: Acknowledged.

2. Comment: Temporary Use shall be submitted for current Elementary and Middle School structures during construction.

Response: Please be specific on what temporary uses are being referred to (construction trailers, temporary security fencing, or something else?).

3. Comment: After the Planning Commission has approved the Final Plat a Zoning Certificate shall be applied for with the Town of Middletown and a Building permit shall be applied for with the Frederick County Permits Department.

Response: Acknowledged.

Subdivision and Land Development

4. Comment: Address of owner shall be included in the Title Block [§16.16. 020.E].

Response: Added.

5. Comment: Contour lines shall be shown one hundred feet beyond property boundary line except along existing roads [§16.16. 020.H].

Response: Added off-site contours based on GIS information.

6. Comment: Proposed streets shall include width of right-of-way [§16.16. 020.L].

Response: There are no proposed streets.

7. Comment: Number of classrooms shall be indicated on drawings [§16.16.020. O.2].

Response: Added to the plan.

Open Space District

8. Comment: For structures higher than 25 feet, the yard requirements between the foundation and the nearest lot line shall be a distance of 2.5 times the height of the structure [§17.28. 040.B].

Response: Acknowledged, we have shown the height of the building on the plan.

Zoning

9. Comment: Confirm adequate parking is identified on plans [§17.32.060].

Response: There is no Town requirement for minimum number of spaces. The plan outlines parking that is appropriate for FCPS.

10. Comment: Demolition site plan shall be submitted for approval by the Planning Commission before issuance of demolition permit [§17.32.160].

Response: Acknowledged.

11. Comment: Vicinity Map shall be shown at a scale of 1 inch = 1,200 feet [§17.32.240. A.4].

Response: Updated.

12. Comment: Description of site location by streets, tract, political subdivision, or other identifying feature shall be included in the title information [§17.32.240. A.5.c].

Response: Added to title block.

13. Comment: Provide dimensions for proposed structure [§17.32.240. C.1].

Response: Added.

14. Comment: Proposed Utility locations for proposed structure shall be shown with easements. Method of water and sewer shall be stated on the drawings [§17.32.240. C.3]. All Utilities shall be designed in accordance with Town of Middletown Design Manuals and Municipal Code.

Response: Utilities will be shown at the Site Plan submission stage. FCPS intends to locate a water meter just inside the property line and can provide an easement around

the vault. Similarly, an easement can be provided for the first manhole inside the property, but easements through FCPS property for utilities are not anticipated to be required.

15. Comment: Building setbacks shall be indicated on drawings [§17.32.240. C.4].

Response: Added to the Plan.

16. Comment: Stormwater management plan shall abide by the Town of Middletown Stormwater Management Design Manual [§17.32.240. C.6].

Response: Acknowledged.

17. Comment: Site lighting plan shall abide by the Town of Middletown Street lighting Design Manual and Outdoor Lighting Standards [§17.32.245].

Response: Acknowledged.

18. Comment: Provide the location of any proposed signs [§17.36].

Response: This will be shown at the time of Site Plan.

Traffic Assessment

19. Comment: Clarify the start and end times for the Elementary and Middle School. Will they start and end at the same time or stay staggered?

Response: MMS and MES start times will remain staggered in the future: 8:00 AM for MMS and 8:55 AM for MES.

20. Comment: Depict actual length provided for pick-up/drop-off lines on drawings.

Response: Added to plan.

21. Comment: Provide analysis depicting the current and proposed LOS at Schoolhouse Drive and Green Street.

Response: See Section 5 of the attached updated traffic report.

22. Comment: State when demolition and roadwork will be completed. Will demolition and road work be completed during the summer?

Response: This will be clarified on the Site Plan. It is not the design intent that there will be any disruption of school arrival/dismissal during construction.

23. Comment: Show all striping/restriping of roadways on drawings.

Response: There are no proposed roads.

24. Comment: It appears that the bus drop will have angled parking. Is the plan to have buses back out after drop off. Extending the width of the parking area to permit a pull-through would create an easier exit for all bus traffic.

Response: Buses will not backup, they are setback from the curb to allow for proper turning movements when exiting.

25. Comment: A circulation plan shall be provided during design to ensure all vehicles and buses can complete the proposed horizontal curves.

Response: Will be provided with the Site Plan submission.

26. Comment: Show all proposed sidewalks and crosswalks on drawings.

Response: Provided.

We trust that this resubmittal will satisfy all your questions and concerns regarding our drawings; however, should you have any further questions or concerns in these regards, please do not hesitate to contact us.

Respectfully yours,
ADTEK Engineers, INC.

Shawn Benjaminson, PE
Principal