

**FINDINGS AND RECOMMENDATION  
OFFICE OF PLANNING AND ZONING  
ANNE ARUNDEL COUNTY, MARYLAND**

**APPLICANT:** Natalie Reid & Joseph Tavaréz

**ASSESSMENT DISTRICT:** 3

**CASE NUMBER:** 2025-0137-V

**COUNCILMANIC DISTRICT:** 5

**HEARING DATE:** September 25, 2024

**PREPARED BY:** Sara Anzelmo  
Planner

**REQUEST**

The applicants are requesting a variance to allow a dwelling addition with less setbacks and buffer than required and with disturbance to slopes of 15% or greater<sup>1</sup> on property located at 126 Round Bay Road in Severna Park.

**LOCATION AND DESCRIPTION OF SITE**

The subject site consists of 20,000 square feet of land and is located on the north side of Round Bay Road. It is identified as Lots 35 & 36 of Parcel 184 in Grid 14 on Tax Map 32 in the Round Bay subdivision.

The property is zoned R2 – Residential District. This lot is not waterfront, but it is located entirely within the Chesapeake Bay Critical Area and is designated as LDA – Limited Development Area. The far rear of the lot is located within the Sullivan’s Cove Bog Contributing Drainage Area. The site is improved with a two-story single-family detached dwelling and associated facilities.

**PROPOSAL**

The applicants seek approval to construct a three-story with basement dwelling addition, measuring 23’ by 29.9’ and 35’ high, onto the front of the dwelling; a two-story dwelling addition, measuring 4.7’ by 22’, onto the northeast side, two covered porches, three sets of steps, and retaining walls. A significant portion of the existing gravel driveway would be removed.

**REQUESTED VARIANCES**

§ 17-8-201(a) of the Subdivision and Development Code provides that development in the limited development area (LDA) may not occur within slopes of 15% or greater unless development will facilitate stabilization of the slope; is to allow connection to a public utility; or is to provide direct access to the shoreline. The proposed additions would necessitate a variance to disturb 719 square feet (256 square feet permanent and 463 square feet temporary) of slopes of 15% or greater.

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<sup>1</sup> This variance application was initially advertised with variances to allow a dwelling with less setbacks and buffer than required. However, this Office has been determined that neither a setback nor a buffer variance is necessary.

## **FINDINGS**

The subject property is rectangular in shape and exceeds the minimum area and width required for a lot served by public sewer in an R2 District. The existing critical area lot coverage is 7,467 square feet, which already exceeds the maximum 6,250 square feet (31.25%) of coverage allowed by 1,250 square feet. The proposed coverage would decrease slightly to 7,230 square feet, which would comply with the 10% (125 square foot) reduction of the pre-existing coverage required upon reconfiguration of existing critical area lot coverage.

A review of the County 2024 aerial photograph shows an eclectic mix of dwellings in this older waterfront community. Like the subject property, many of the nearby lots are encumbered by steep slopes, and many of the neighborhood dwellings were constructed prior to the enactment of critical area laws. The property was the subject of a prior variance application (2003-0274-V) under which approval was granted to allow a dwelling addition with less setbacks than required.

The **Health Department** commented that the property is served by public water and sewer facilities. Therefore, the Department has no objection.

The **Soil Conservation District** reviewed the proposal and provided no comment.

The **Critical Area Commission** commented that the Administrative Hearing Officer (AHO) must find that each and every one of the Critical Area variance standards have been met for this variance to be granted. If the AHO finds that the applicant has satisfied the variance standards, appropriate mitigation is required.

The **Development Division (Critical Area Team)** reviewed the proposal and has no objection to the expansion of the existing dwelling, provided that the Administrative Hearing Officer determines that the proposal meets the approval standards for a Critical Area Variance.

The **Cultural Resources Section** commented that the proposed project area is located on a designated Scenic and Historic Road. All development is subject to compliance with the criteria in Article 17-6-504. The Cultural Resources Section has no objection to the variance, but the plans for a permit application should identify the Scenic and Historic Road and have a cover note to that effect. For compliance purposes, permit applications should also include a written response to the 14-point criteria, which should be directed to Darian Beverungen, Historic Sites Planner (pzbeve19@aacounty.org).

The **Engineering Division of the Office of Inspections and Permits** commented that any existing stormwater management devices should be shown and labeled, and the applicant should indicate what is to be done with them.

The **Department of Recreation and Parks** commented that this site is contiguous to Sullivan's Cove Natural Area. The Department advised the applicant that this development shall not discharge runoff to the County's property at a rate greater than existing conditions.

For the granting of a critical area variance, a determination must be made as to whether, because of certain unique physical conditions peculiar to and inherent in the particular property, strict implementation of the County's Critical Area Program would result in an unwarranted hardship. In

this case, steep slopes are present along the western side and rear of the property, totaling approximately 23% of the site, which limits the developable area of the lot to some degree. However, there is opportunity to redesign in a manner that would minimize the slope disturbance.

The applicants' letter explains that the three-story addition with basement is sited narrower than the existing [nonconforming] dwelling to comply with the side yard setback. However, this Office notes that setback variances are preferred over critical area variances and questions why a wider addition was not proposed along with a setback variance request to keep the addition in line with the existing dwelling. In fact, were it not for the proposed 8' by 23' front porch, it appears that the addition could have been rotated 90 degrees to eliminate most if not all of the permanent slope disturbance, resulting in only temporary disturbance necessary for access during construction.

A literal interpretation of the County's Critical Area Program would deprive the applicants of rights that are commonly enjoyed by other properties in similar areas by denying the minimum slope disturbance necessary to construct a needed addition onto their existing dwelling. However, the granting of the variance as proposed would confer on the applicants a special privilege that would be denied by COMAR, Title 27, since other options exist that would reduce the disturbance. The variance request is not based on conditions or circumstances that are the result of actions by the applicants and does not arise from any condition relating to land or building use on any neighboring property. The granting of the variance may adversely affect water quality or impact fish, wildlife, or plant habitat and would not be in harmony with the general spirit and intent of the County's Critical Area Program. The applicants have not overcome the presumption that the specific development does not conform to the general purpose and intent of the critical area law and have not adequately evaluated and implemented site planning alternatives.

With regard to the requirements for all variances, approval would not necessarily alter the essential character of the neighborhood, substantially impair the appropriate use or development of adjacent property, reduce forest cover in the limited development area, be contrary to acceptable clearing and replanting practices, or be detrimental to the public welfare.

The proposed addition is quite large. With a footprint of 684 square feet and with four levels (three stories plus a basement), the existing living space will more than double in size. While the applicants point to functional reasons for justification of the proposed improvement locations and associated variance, it still appears that a different footprint and alternative layouts could have been designed that could have eliminated the permanent slope disturbance and minimized the amount of temporary disturbance necessary. If nothing else, because there is already an entry porch proposed on the eastern side, the 8' by 23' front porch could be eliminated, which would significantly reduce the proposed slope disturbance. As such, the requested variance is not considered to be the minimum necessary to afford relief.

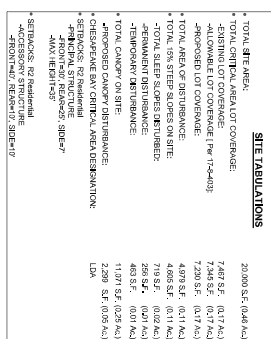
### **RECOMMENDATION**

Based upon the standards set forth in § 18-16-305 of the Code under which a variance may be granted, this Office recommends **denial** of the proposed critical area variance.

DISCLAIMER: This recommendation does not constitute a building permit. In order for the applicant(s) to construct the structure(s) as proposed, the applicant(s) shall apply for and obtain the necessary building permits and obtain any other approvals required to perform the work described herein. This includes but is not limited to verifying the legal status of the lot, resolving adequacy of public facilities, and demonstrating compliance with environmental site design criteria.







**LEGEND**

- Editing: Centaur
- Editing: Pigeon
- Editing: Pigeon
- Editing: Overlaid Electric Lines
- Limit Of Disturbance
- Proposed Centaur
- Proposed Spot/Glide
- Editing: Improvements To Be Removed
- Editing: 15% Sheep Slaps
- Editing: 25% Sheep Slaps
- Big Changes: New Civilization Line
- Editing: 2007 Big Buller
- Proposed Improvements

September 15, 2025

Anne Arundel County  
Office of Planning  
2664 Riva Road, 1<sup>st</sup> Floor  
Annapolis MD 21401

**Re: Variance Request (17-8-201)**  
**Round Bay – Lots 35 & 36**  
126 Round Bay Road  
Severna Park, Maryland 21146  
Tax# 03-697-23242800

Dear Sir/Madam:

On behalf Mr. Joseph Tavarez and Ms. Natalie Reid, the owners of 126 Round Bay Road, Severna Park; Drum, Loyka & Associates, LLC has prepared the enclosed proposed development site plan dated July 7, 2025. We hereby request a variance to obtain relief to Anne Arundel County code Article 17-8-201 to allow to permanently disturb 256 square feet and temporary disturb 463 square feet of steep slopes 15% and greater to construct a three-story addition to the existing dwelling and remove a portion of the existing driveway.

The subject property is a grandfathered, rectangular shaped, non-waterfront lot approximately 20,000 square feet (0.46 Ac) in area located in the platted community of Round Bay. The property is located entirely within the limits of the Chesapeake Bay Critical Area with a LDA land use designation, and zoned R2.

Currently, the property is developed with an existing 2-story single-family dwelling, detached garage, paver patios and walks, looped gravel driveway parking area, and associated improvements. The existing dwelling was constructed in 1956 (per SDAT) and does not conform to the current side and rear property line setbacks in the R2 zoning district. There are existing stone walls, gravel area, and steps that traverse the rear property line onto the adjacent Anne Arundel County recreation area known as Sullivan's Cove Natural Area. These property improvements shown existed at the time of parcel purchase by the applicants in 2021.

A portion of the north end of the site is located within a contributing drainage area for the Sullivan Cove Bog. Steep slopes 15% and greater are present along the west and north portions of the property and directly abut the existing dwelling, patios, walks and driveway. The unimproved portions of the site are vegetated with turf lawn and several hardwood trees and ornamental shrubs. The site is served by public water and public sanitary sewer via connection to the mains located in Round Bay Road.

The property owners propose to remove a large portion (1,139 s.f.) of the existing gravel driveway and construct a three-story addition with basement onto the south side of the house with an areaway and covered porch. A new one-story (5.8' x 11.1') covered porch and mudroom addition, a two-story (4.7' x 22') 1<sup>st</sup> floor dining room and 2<sup>nd</sup> floor bedroom addition, steps and retaining walls are proposed to be constructed on the east side of the dwelling. The three-story addition with basement is sited narrower than the existing dwelling to comply with the side yard setback but encroaches into the front yard steep slopes and will permanently disturb 256 square feet and temporary disturbance of 463 square feet for construction access to construct those improvements and remove the existing gravel driveway. The proposed limit of disturbance is the minimum necessary to construct the improvements and results in a net reduction of 237 square feet of impervious lot coverage. This home sits on a double lot, and while it does have a higher impervious coverage percentage, much of that comes from the long driveway accessing the house at the back half of the lot, the many stone steps up to the front door, and stone side patio created by multiple retaining walls.

Recently a pre-file #2025-0055-P was submitted to the Office of Planning and Zoning for review. The prefile comments were issued on June 23, 2025 by the Office of Planning and Zoning by Ms. Kelly Krinetz, Sara Anzelmo, and Natalie Norberg, a copy of the prefile comments is included with this submittal for review. The Critical Area Team commented that there is no objection however, it must be demonstrated that the proposal meets the approval standards for A Critical Area Variance, and specifically why the footprint could not be designed in another location to avoid the slopes. During the design process, the property owners worked closely with their design professionals to establish a configuration which minimizes impacts to the existing structure and to the many surrounding retaining walls that support the tiered grades yet also meeting the needs of the design program.

While this property is larger than most in Round Bay as it is a double lot, there were setback limitations on both the rear (north) side facing Sullivan's Cove and the west side facing toward the Severn River. This left only the east and south sides of the home to consider as possibly being feasible for additions. The existing 2nd floor facing the east side/detached garage has a recently renovated master bathroom and bedroom, so an addition to add the 1<sup>st</sup> floor living room addition with 2<sup>nd</sup> floor bedrooms overtop, projecting out to that side would require a complete reconfiguration of the existing interior space to create access to the new two 2<sup>nd</sup> floor bedrooms proposed and would have undone a prior investment. As well, it seemed any addition projecting out that east side would have disturbed tiered retaining walls and steep slopes on the northern portion, and negatively affected both air flow and natural light for the remaining parts of the house. The current design has the addition projecting towards Round Bay Road which has the largest open swath of land. As designed, the south side porch opens the new living room to that large front yard, affording the Tavaréz's two young daughters use of that area for their playground vs the tiered sloped east side yard that would result in a considerable drop in grade from the larger needed area of living space to a level land area

for their daughters use. The home currently only has 2 bedrooms and 2 bathrooms on the 2nd floor. The main lower-level living area features a low ceiling height, a remnant from when it was just a basement. It also only has windows on 2 sides as the other 2 sides are below grade. The addition allows for a new living room on the lower level with a 9' ceiling height, and 2 bedrooms and a buddy bathroom on the 2nd floor, all with many windows for cross circulation and lots of natural light. The existing stairs do not meet today's current code for headroom, so incorporating new stairs in the addition was an important consideration. The location of them connects the existing 2 bedrooms with the 2-bedroom addition, allowing for a safe connection between the parent's renovated bedroom and the two young daughter's new bedrooms. The finished square footage of the renovated home is consistent with other homes in the area, many of which are built on single lots.

The Zoning Administration commented that the areaway is to be dimensioned to show in compliance with zoning setbacks. The plan now shows the areaway/steps are located 5.5 feet from the side property line, only extending 1.7-ft into the setback which complies with 18-3-201(b).

The Engineering division inquired about the existing improvements on the adjacent County-owned property to the north and what the intention are for them. These existing walks, steps, and walls retain soil and removal of the walls and improvements may create an adverse erosive property condition. The requested variances to the Code are not associated with those improvements.

The need for the anticipated variance arises from the unique physical conditions of the site, specifically the topography, and their relation to the existing improvements and the proximity of the existing dwelling to the property lines. We believe that the variance request meets all the requirements for a Critical Area variance:

Code Article 18-16-305

**(b) Requirements for Critical Area Variances.**

- (1) Unwarranted Hardship- Unique physical conditions including topography, the proximity of steep slopes to the existing structure requiring the slope disturbance. A strict implementation of the code would deprive the applicant of the right to make the improvement to their existing dwelling. Without the variance the applicants would be denied reasonable and significant use of the entire lot.
- (2) Rights commonly enjoyed - the proposed improvements are in character with the existing dwelling and other dwellings in the neighborhood and surrounding properties. The scale of the proposed additions is comparable and even less than the many of the homes in this community. To deny applicants the ability to perform these proposed additions and improvements deprives the applicants of rights commonly enjoyed by other property owners in the area.
- (3) Will not confer special privilege - granting this variance would not confer a special privilege to the applicants. The proposed improvements are similar to other homes in the community.

- (4) The variance is not based on actions by the applicant, and will not confer upon the applicant any special privilege that would typically be denied by COMAR or the local Critical Area Program. The existing dwelling footprint and associated improvements were constructed prior to the property owner's purchase in 2021 (per SDAT).
- (5) Water Quality, Intent of the Critical Area Program. The requested variance will not adversely affect water quality, impact fish, wildlife or plant habitat and be in harmony with the critical area program. Disturbance is minimized to only what is necessary to complete the project. With the implementation of sediment and erosion controls, the development will not have an adverse effect on water quality or negatively impact fish, wildlife, or plant habitat, and is in conformance with the general purpose and intent of the Critical Area Program. Any developed woodland canopy disturbance and new impervious area will be mitigated on-site to the maximum extent practicable during the permitting process.
- (6) While the northern portion of the site is located within a contributing drainage area for the Sullivan Cove Bog, there are bogs or bog buffers located on the property. There are no wetlands or tidal waters located within 100-ft of the site.
- (7) Presumption – In light of all the factors discussed above, it is evident that the applicants have overcome the presumption contained in the Natural Resources Article 8-1808.
- (8) Site Planning Alternatives – Due to the location of the existing dwelling and configuration of the interior spaces the additions and porch are sited to provide new interior living space which is cohesive with the existing interior layout and exterior architecture. The owners and their design professional carefully considered the site's unique topography and the location of the interior spaces and the exterior and feel the proposed design

**(c) Requirements for all variances.**

1. Minimum necessary to afford relief - The proposed variance allows for modest additions which not only meets the "significant and reasonable standard" but also are the minimal necessary to afford relief.
2. The granting of the variance will not:
  - i. alter the essential character of the neighborhood, and all proposed development will be harmonious with the architectural styles and scale of the surrounding area.
  - ii. substantially impair the appropriate use or development of adjacent properties. The additions are sited such that they meet required setbacks contrary to when the house was originally constructed. The proposed improvements will not block air, light, or view of the adjacent properties.
  - iii. reduce forest cover in the LDA. The site disturbance is the minimum necessary to construct the proposed improvements. Developed woodland canopy disturbance will be mitigated on-site to the maximum extent practicable during the permitting process.
  - iv. be contrary to acceptable clearing or replanting practices required for development of the Critical Area or Bog Protection Area. Developed

woodland canopy disturbance is limited to only what is necessary to construct the improvements within the minimized limit of disturbance. Mitigation for developed woodland clearing will be addressed on-site during the permitting process to the maximum extent practicable.

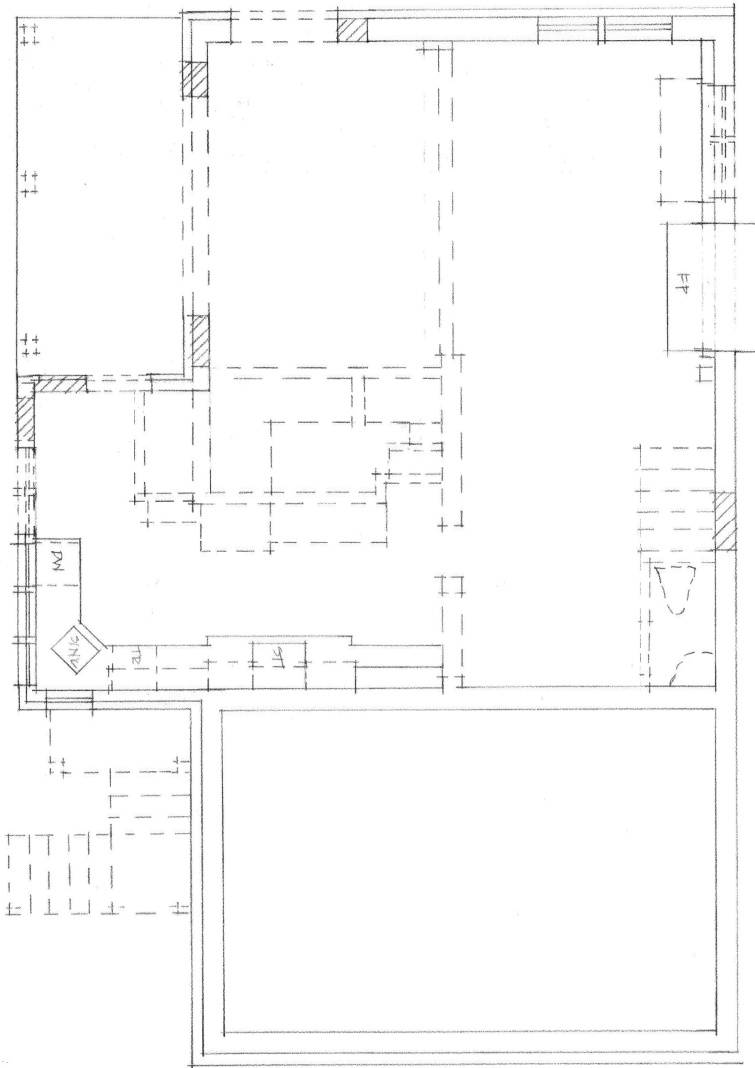
- v. be detrimental to the public welfare as additions to an existing single-family dwelling on a residentially zoned property will not impose harm to adjacent property owners or the public.

Thank you for your consideration of this variance pre-file request. Please contact us if we may be of further services during your review.

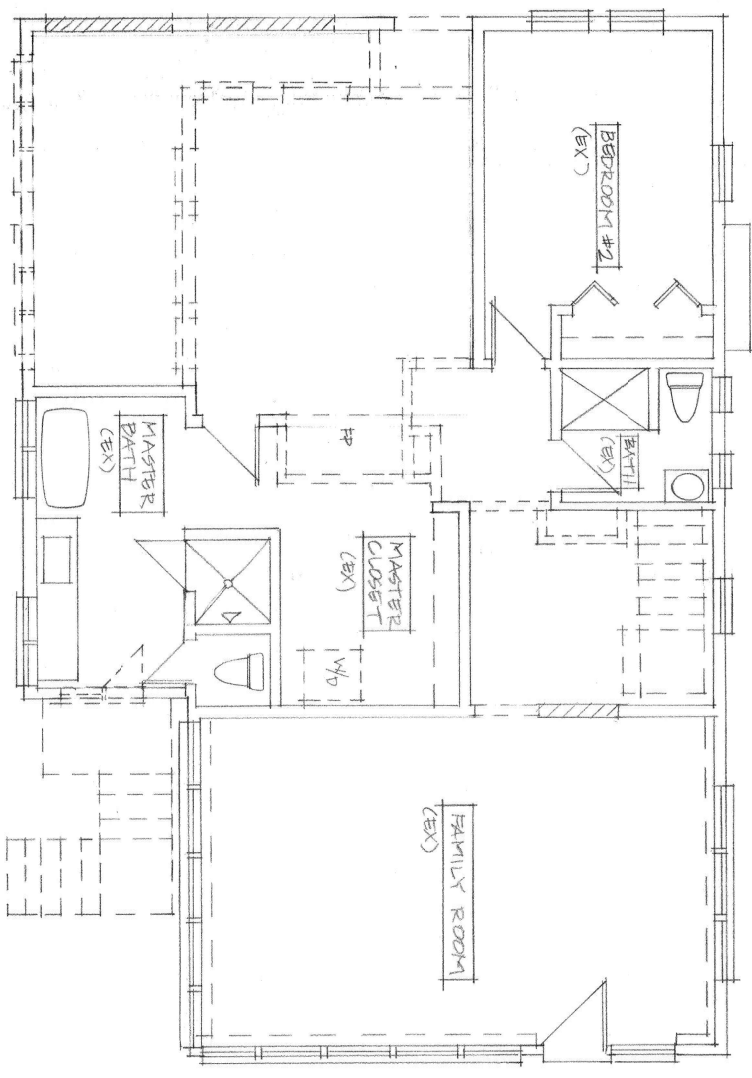
Sincerely,  
DRUM, LOYKA AND ASSOCIATES, LLC



Lisette C. Groen  
Civil Engineering Senior Designer



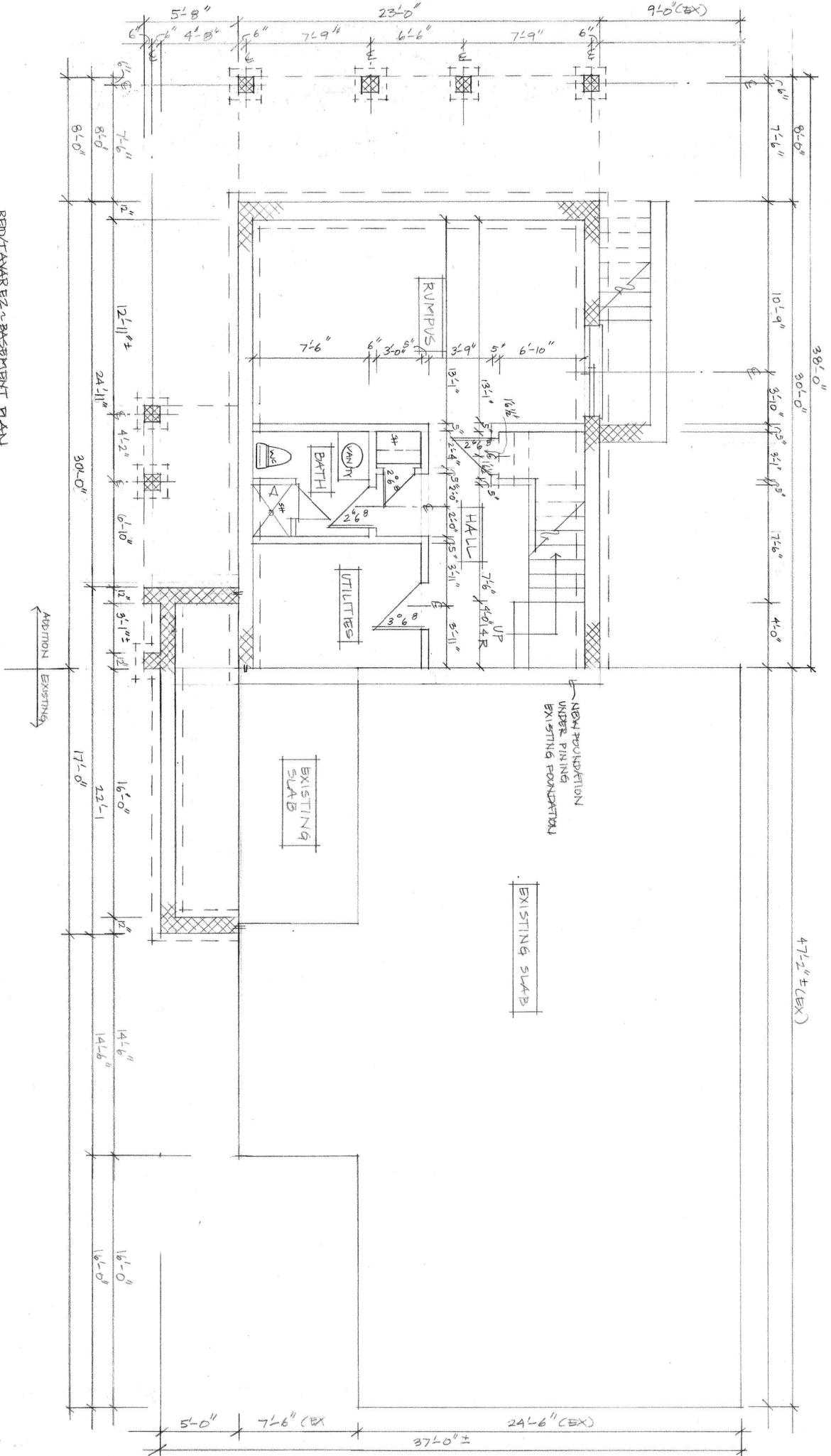
REID/TAVAREZ ~ DEMO ~ 1ST FLOOR  
 SCALE: 1/4" = 1'-0"



REID/TAYAREZ ~ DEMO ~ 2ND FLOOR  
SCALE: 1/4" = 1'-0"



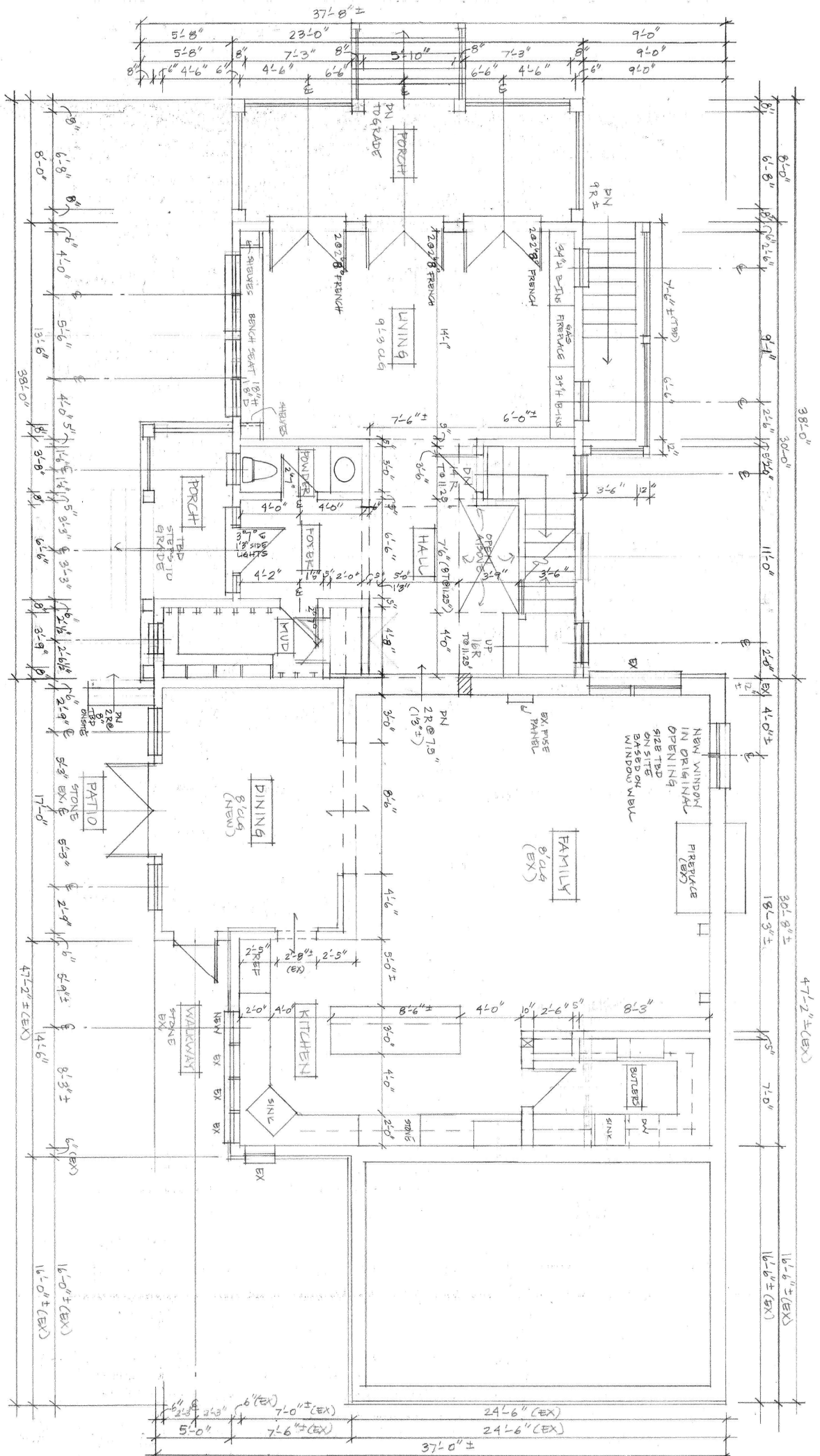
RED/TAVAREZ ~ BASEMENT PLAN  
 SCALE: 1/4" = 1'-0"



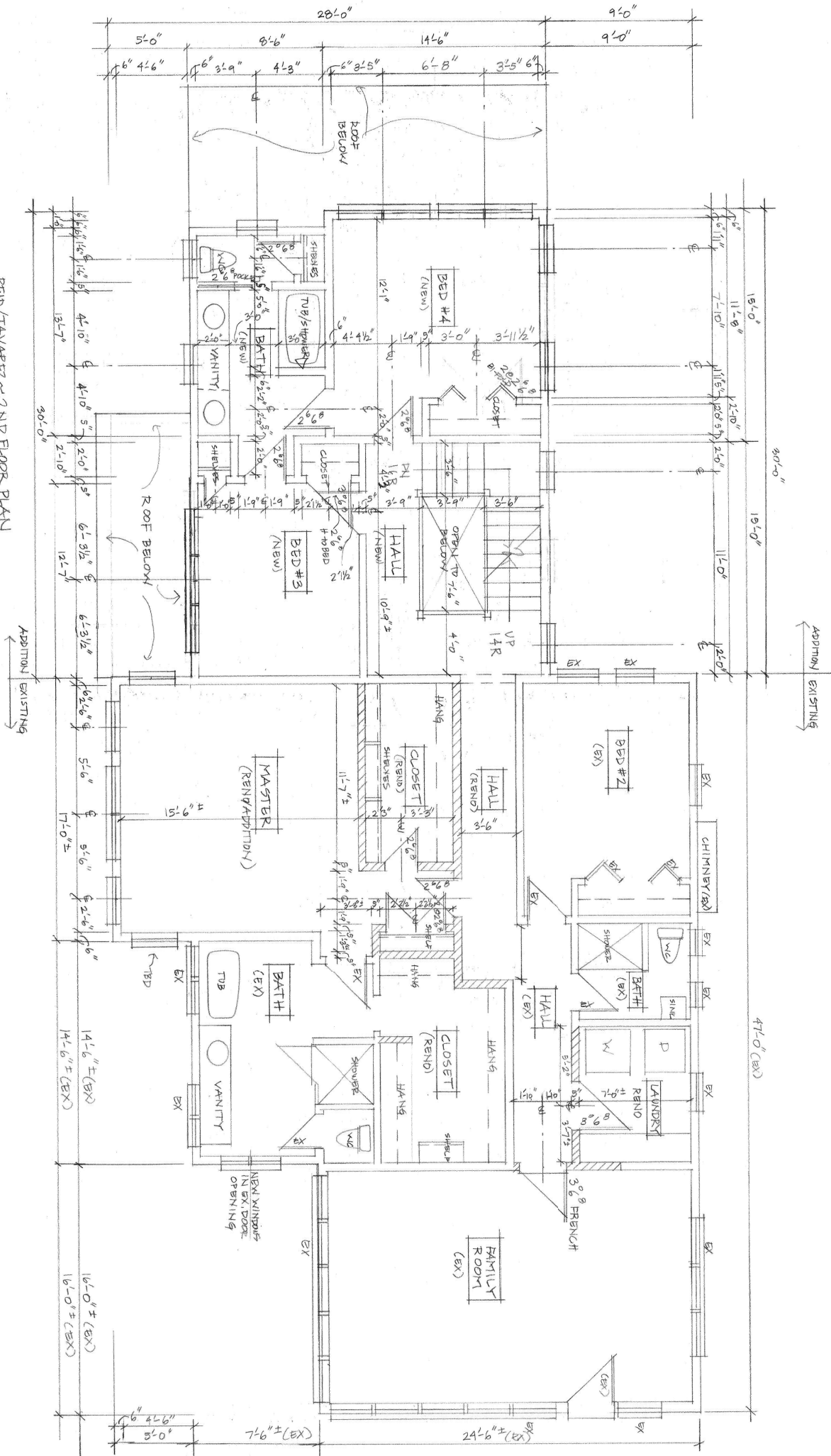
REID/TIMAREL ~ 1ST FLOOR PLAN

SCALE: 1/4" = 1'-0"

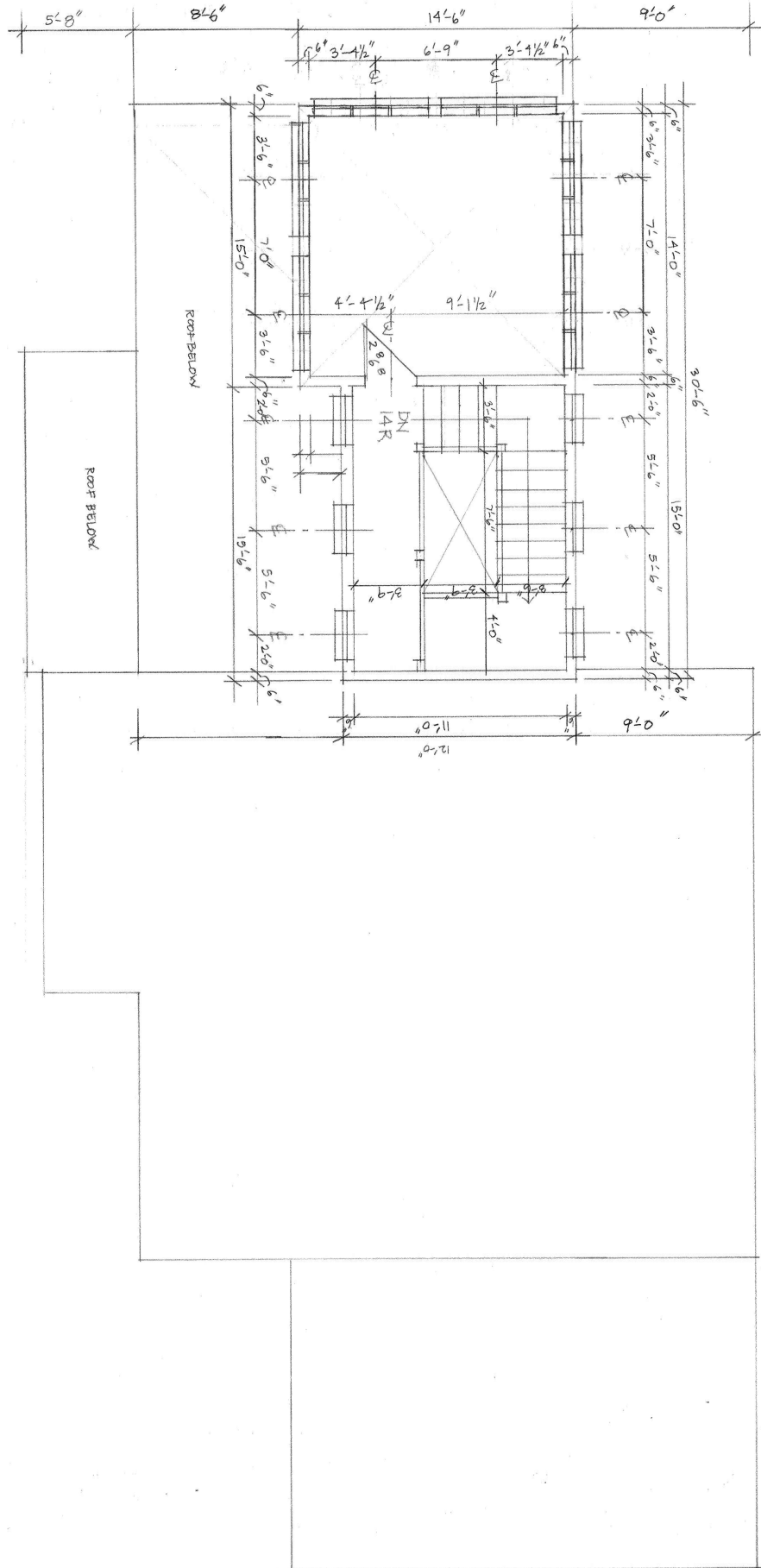
ADDITION EXISTING/RENOVATE



REID/TAYLOR 2ND FLOOR PLAN  
SCALE: 1/4" = 1'-0"



REYNOLDS ~ 3RD FLOOR PLAN  
 SCALE: 1/4" = 1'-0"



# Chesapeake Bay Critical Area Report

Round Bay ~ Lots 35 & 36  
Tax Map 32, Grid 14, Parcel 184  
Tax Account # 03-697-23242800

**Property Address:** 126 Round Bay Road, Severna Park      **Date:** Sept. 15, 2025

**Owner & Variance Applicant:** Mr. Joseph Tavarez and Ms. Natalie Reid

**Critical Area Designation:** LDA      **Zoning:** R-2      **Lot Area:** 0.46 Ac.

## **Site Description**

The subject property is a grandfathered, rectangular shaped, non-waterfront lot approximately 20,000 square feet (0.46 Ac) in area located in the platted community of Round Bay. The property is located entirely within the limits of the Chesapeake Bay Critical Area with an LDA land use designation, and zoned R2. Currently, the property is developed with an existing 2-story single-family dwelling, detached garage, paver patios and walks, looped gravel driveway parking area, and associated improvements. A portion of the north end of the site is located within a contributing drainage area for the Sullivan Cove Bog. Steep slopes 15% and greater are present along the west and north portions of the property and directly abut the existing dwelling, patios, walks and driveway. The existing dwelling was constructed in 1956 (per SDAT) and does not conform to the current side and rear property line setbacks in the R2 zoning district. The unimproved portions of the site are vegetated with turf lawn and several hardwood trees and ornamental shrubs. The site is served by public water and public sanitary sewer via connection to the mains located in Round Bay Road.

## **Description and Purpose of Variance Request**

The property owners propose to remove a large portion (1,139 s.f.) of the existing gravel driveway and construct a three-story addition with basement onto the south side of the house with an areaway and covered porch. A new one-story (5.8' x 11.1') covered porch and mudroom addition, a two-story (4.7' x 22') 1<sup>st</sup> floor dining room and 2<sup>nd</sup> floor bedroom addition, steps and retaining walls are proposed to be constructed on the east side of the dwelling. The three-story addition with basement is sited narrower than the existing dwelling to comply with the side yard setback but encroaches into the front yard steep slopes and will permanently disturb 256 square feet and temporary disturbance of 463 square feet for construction access to construct those improvements and remove the existing gravel driveway.

We request a variance to obtain relief to Anne Arundel County code Article 17-8-201 to allow to permanently disturb 256 square feet and temporary disturb 463 square feet of steep slopes 15% and greater for construction access to construct those improvements and remove the existing gravel driveway.

The need for the requested Critical Area variance arises from the unique nature, topography, and existing constraints of the property. Specifically, the irregular shape of the lot and location of the existing dwelling relative to the steep slopes.

### **Buffers**

A portion of the north end of the site is located within a contributing drainage area for the Sullivan Cove Bog. There is a 300-ft bog buffer located just off-site at the north property corner. While there are steep slopes 15% and greater located on the site, the area of contiguous slopes on and off-site is 9,923 square feet, which is less than the 20,000 square foot area requiring a 25-ft slope buffer. Therefore, there are no buffers located on the subject property.

### **Vegetative Coverage**

The property is mostly developed woodland with large mature hardwood trees and turf lawn beneath the canopy. The existing tree canopy area is approximately 11,071 s.f. (0.25 ac.). The developed woodland tree canopy area located within the limit of disturbance is approximately 2,299 s.f. (0.05 ac.) and overhangs the existing house above the proposed additions. Mitigation for developed woodland canopy disturbance will be addressed on-site to the maximum extent practicable during the permitting process.

### **Lot Coverage**

The site currently has approximately 7,467 s.f (0.17 Ac.) of lot coverage, all of which is within the Chesapeake Bay Critical Area Limited Development Area (LDA). The proposed lot coverage is 7,230 s.f. (0.17 Ac.), resulting in a net decrease of 237 square feet of lot coverage.

### **Steep Slopes (slopes > 15%)**

Approximately 23% (4,605 s.f.) of the subject property is encumbered with steep slopes of 15% or greater between the west property line and the existing driveway leading up to the house. The limit of disturbance is the minimum necessary to construct the improvements. However, 256 square feet permanent disturbance and 463 square feet of temporary disturb to steep slopes 15% and greater is proposed for construction access to construct the additions and walks and remove the existing gravel driveway.

### **Predominant Soils**

The predominant soil type on the property is Collington-Wist-Urban land complex, 5 to 15 percent slopes (CpD). This soil has a type "A" hydrology classifications and is not considered hydric and highly erodible.

### **FEMA Floodplain**

The subject property appears on FEMA Firm panel no. 24003C0158F. The property is not located in a floodplain zone and the nearest floodplain elevation off-site is 7-ft. The existing dwelling and proposed improvements are sited at elevation 20-ft, well above the nearest flood elevation.

### **Drainage and Rainwater Control**

There does not appear to be any existing stormwater management on site. Drainage areas and patterns will remain relatively unchanged. It is anticipated that stormwater management will be addressed via on-site planting to the maximum extent practicable during the permitting process. The development will have no adverse effect on the sensitive environmental features of the site and surrounding areas and no woodland clearing is proposed.

### **Conclusions – Variance Standards**

The applicant proposes to construct additions to an existing single-family dwelling. The need for the requested Critical Area Variance arises from the existing unique nature and constraints of this property, specifically the location of the existing dwelling and driveway in relation to the steep slopes. The proposed improvements are similar and, in many instances, smaller in size and amenities as other homes in the community and therefore will not alter the essential character of the neighborhood, impair development of adjacent properties, or be detrimental to the public welfare. To deny the requested variance would deprive the applicant of rights commonly enjoyed by other properties in the immediate area. Since stormwater plantings will be provided and there is a net reduction of lot coverage or stormwater runoff, the proposed development will not cause adverse impacts to fish, wildlife, or water quality in the Critical Area.

**Reference:**

ADC: The Map People, 2002 Anne Arundel County, Maryland, Street Map Book

Anne Arundel County Office of Planning & Zoning, Critical Area Map

Anne Arundel County Office of Planning & Zoning, Buffer Exemption Map

Anne Arundel County, Maryland; Chesapeake Bay Critical Area Mapping Program, Critical Area Map

Federal Emergency Management Agency, 2016. Flood Insurance Rate Map

First American Real Estate Solutions, 2002, Realty Atlas: Anne Arundel County Maryland

Drum, Loyka and Associates LLC, August 2025 Variance Plan

U.S. Department of Agriculture, Natural Resource Conservation Service –2016 Soil Survey of Anne Arundel County Maryland.



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

PROJECT NOTIFICATION APPLICATION

**GENERAL PROJECT INFORMATION**

Jurisdiction: Anne Arundel County

Date September 15, 2025

Tax Map #	Parcel #	Block #	Lot #	Section
32	184		35 & 36	

**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)

Round Bay ~ Lots 35 & 36

Project location/Address

126 Round Bay Road

City

Annapolis

Zip

21401

Local case number

Applicant: Last name

Tavarez & Reid

First name

Joseph & Natalie

Company

n/a

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

Building Permit

☒

Buffer Management Plan

☐

Conditional Use

☐

Consistency Report

☐

Disturbance > 5,000 sq ft

☐

Grading Permit

☐

Variance

☒

Rezoning

☐

Site Plan

☒

Special Exception

☐

Subdivision

☐

Other

☐

**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:

Remove a large portion (1,085 s.f.) of the existing gravel driveway and construct a three-story addition with basement onto the south side of the house with an areaway and covered porch. A one-story covered porch and mudroom addition, and 2-story dining room and bedroom addition, steps, and retaining walls are proposed to be constructed on the east side of the dwelling.

Intra-Family Transfer	<input type="checkbox"/>	Growth Allocation	<input type="checkbox"/>
Grandfathered Lot	<input checked="" type="checkbox"/>	Buffer Exemption Area	<input type="checkbox"/>

### Project Type (check all that apply)

Commercial	<input type="checkbox"/>	Recreational	<input type="checkbox"/>
Consistency Report	<input type="checkbox"/>	Redevelopment	<input checked="" type="checkbox"/>
Industrial	<input type="checkbox"/>	Residential	<input checked="" type="checkbox"/>
Institutional	<input type="checkbox"/>	Shore Erosion Control	<input type="checkbox"/>
Mixed Use	<input type="checkbox"/>	Water-Dependent Facility	<input type="checkbox"/>
Other	<input type="checkbox"/>		

## SITE INVENTORY (Enter acres or square feet)

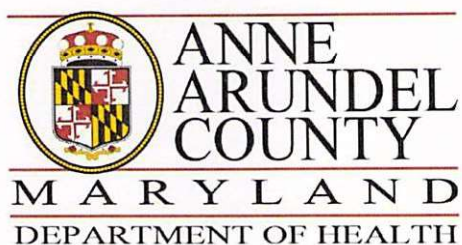
	Acres	Sq Ft	Total Disturbed Area	Acres	Sq Ft
IDA Area	0.00			0.11	4,979
LDA Area	0.45		# of Lots Created	n/a	
RCA Area	0.00				
Total Disturbed Area	0.11				

	Acres	Sq Ft		Acres	Sq Ft
Existing Forest/Woodland/Trees	0.25		Existing Lot Coverage	0.17	
Created Forest/Woodland/Trees	0.00		New Lot Coverage	0.03	
Removed Forest/Woodland/Trees	0.05		Removed Lot Coverage	0.04	
			Total Lot Coverage	0.17	

## VARIANCE INFORMATION (Check all that apply)

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

<u>Variance Type</u>		<u>Structure</u>	
Buffer	<input type="checkbox"/>	Acc. Structure Addition	<input type="checkbox"/>
Forest Clearing	<input type="checkbox"/>	Barn	<input type="checkbox"/>
HPA Impact	<input type="checkbox"/>	Deck	<input type="checkbox"/>
Impervious Surface	<input checked="" type="checkbox"/>	Dwelling	<input type="checkbox"/>
Expanded Buffer	<input type="checkbox"/>	Dwelling Addition	<input checked="" type="checkbox"/>
Nontidal Wetlands	<input type="checkbox"/>	Garage	<input type="checkbox"/>
Steep Slopes	<input type="checkbox"/>	Gazebo	<input type="checkbox"/>
Setback	<input type="checkbox"/>	Patio	<input type="checkbox"/>
Other	<input type="checkbox"/>	Pool	<input type="checkbox"/>
		Shed	<input type="checkbox"/>
		Other	<input type="checkbox"/>




J. Howard Beard Health Services Building  
3 Harry S. Truman Parkway  
Annapolis, Maryland 21401  
Phone: 410-222-7095 Fax: 410-222-7294  
Maryland Relay (TTY): 711  
www.aahealth.org

**Tonii Gedin, RN, DNP**  
**Health Officer**

### MEMORANDUM

TO: Sadé Medina, Zoning Applications  
Planning and Zoning Department, MS-6301

FROM: Brian Chew, Program Manager  
Bureau of Environmental Health 

DATE: July 21, 2025

RE: Michele Natalie Reid  
126 Round Bay Road  
Severna Park, MD 21146

NUMBER: 2025-0137-V

SUBJECT: Variance/Special Exception/Rezoning

The Health Department has reviewed the above referenced variance to allow a dwelling addition with less setbacks and buffer than required and with disturbance to slopes of 15% or greater.

The Health Department has reviewed the above-referenced request. The property is served by public water and sewer facilities. The Health Department has no objection to the above-referenced request.

If you have further questions or comments, please contact Brian Chew at 410-222-7413.

cc: Sterling Seay

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**Fwd: 2025-0137-V; Reid; AA 0242-25**

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**Sadé Medina** <pzmedi22@aacounty.org>  
To: Sara Anzelmo <pzanze99@aacounty.org>

Mon, Sep 15, 2025 at 8:04 AM

----- Forwarded message -----

From: **Jonathan Coplin -DNR-** <jonathan.coplin@maryland.gov>  
Date: Fri, Sep 12, 2025 at 10:16 PM  
Subject: 2025-0137-V; Reid; AA 0242-25  
To: Sadé Medina <pzmedi22@aacounty.org>  
Cc: Jennifer Esposito -DNR- <jennifer.esposito@maryland.gov>, Jamileh Soueidan -DNR- <jamileh.soueidan@maryland.gov>

Good evening,

Our office is in receipt of the above referenced variance. The administrative hearing officer (AHO) must find that each and every one of the Critical Area variance standards have been met for this variance to be granted. If the AHO finds that the applicant has satisfied the variance standards, appropriate mitigation is required. Thank you for the opportunity to provide comments. Please provide us with a copy of the hearing officer's decision within 10 business days of when a decision is rendered per COMAR 27.01.12.05.B

Jon

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Critical Area Commission  
Chesapeake & Atlantic Coastal  
Bays  
[dnr.maryland.gov/criticalarea](http://dnr.maryland.gov/criticalarea)

Jonathan Coplin  
Natural Resource Planner  
1804 West Street, Suite 100  
Annapolis, MD 21401  
410-260-3481 (office)  
443-699-6869 (mobile)  
[Jonathan.Coplin@maryland.gov](mailto:Jonathan.Coplin@maryland.gov)

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**The Best Place  
For All**

**Sadé Medina**  
**She/ Her**  
Office of Planning and Zoning,  
Zoning Administration Section  
Administrative Assistant II  
O: (410) 222-7437  
[www.aacounty.org](http://www.aacounty.org)



2025-0137-V

Menu

Cancel

Help

Task

OPZ Critical Area Team

Assigned to Department

OPZ Critical Area

Action by Department

OPZ Critical Area

Start Time

Due Date

09/11/2025

Assigned to

Kelly Krinetz

Action By

Kelly Krinetz

End Time

Assigned Date

09/04/2025

Status

Complete w/ Comments

Status Date

09/05/2025

Hours Spent

0.0

Comments

The Critical Area Team reviewed the proposal and has no objection to the expansion of the existing dwelling; provided the AHO determines that the proposal meets the approval standards for a Critical Area Variance.

In Possession Time (hrs)

0.0

Comment Display in ACA

☒ All ACA Users

☒ Record Creator

☒ Licensed Professional

☒ Contact

☒ Owner

Billable

No

Overtime

No

Time Tracking Start Date

Est. Completion Date

Display E-mail Address in ACA

No

☒ Display Comment in ACA

Estimated Hours

0.0

Action

Updated

Workflow Calendar

Task Specific Information

Expiration Date

Reviewer Phone Number

Review Notes

Reviewer Email

Reviewer Name

2025-0137-V

<div>Menu</div>		<div>Cancel</div>	<div>Help</div>
<div>Task</div> <div>OPZ Cultural Resources</div> <div>Assigned to Department</div> <div>OPZ Cultural Resources</div> <div>Action by Department</div> <div>OPZ Cultural Resources</div> <div>Start Time</div>		<div>Due Date</div> <div>08/06/2025</div> <div>Assigned to</div> <div>Stacy Poulos</div> <div>Action By</div> <div>Stacy Poulos</div> <div>End Time</div>	<div>Assigned Date</div> <div>07/16/2025</div> <div>Status</div> <div>Complete w/ Comments</div> <div>Status Date</div> <div>08/06/2025</div> <div>Hours Spent</div> <div>0.0</div> <div>Comments</div> <div>The proposed project area is located on a designated Scenic and Historic Road. All development is subject to compliance with the criteria in Article 17-6-504. The Cultural Resources Section has no objection to the variance, but the plans for a permit application should identify the Scenic and Historic Road and have a cover note to that effect. For compliance purposes, permit applications should also include a written response to the 14-point criteria, which should be directed to Darian Beverungen, Historic Sites Planner (pzbeve19@aacounty.org).</div> <div>In Possession Time (hrs)</div> <div>0.0</div>
<div>Billable</div> <div>No</div>	<div>Overtime</div> <div>No</div>	<div>Time Tracking Start Date</div> <div>Est. Completion Date</div> <div>Display E-mail Address in ACA</div> <div><input type="checkbox"/> Display Comment in ACA</div> <div>No</div>	
<div>Estimated Hours</div> <div>0.0</div>	<div>Action</div> <div>Updated</div>	<div>Comment Display in ACA</div> <div><input checked="" type="checkbox"/> All ACA Users</div> <div><input checked="" type="checkbox"/> Record Creator</div> <div><input checked="" type="checkbox"/> Licensed Professional</div> <div><input checked="" type="checkbox"/> Contact</div> <div><input checked="" type="checkbox"/> Owner</div> <div>Workflow Calendar</div>	
<div>Task Specific Information</div>			
<div>Expiration Date</div> <div>Reviewer Phone Number</div>		<div>Review Notes</div> <div>Reviewer Email</div>	<div>Reviewer Name</div>

2025-0137-V

<div>Menu</div>		<div>Cancel</div>	<div>Help</div>
<div>Task</div> <div>I and P Engineering</div> <div>Assigned to Department</div> <div>Engineering</div> <div>Action by Department</div> <div>Engineering</div> <div>Start Time</div>		<div>Due Date</div> <div>08/06/2025</div> <div>Assigned to</div> <div>Natalie Norberg</div> <div>Action By</div> <div>Natalie Norberg</div> <div>End Time</div>	<div>Assigned Date</div> <div>07/22/2025</div> <div>Status</div> <div>Complete w/ Comments</div> <div>Status Date</div> <div>08/07/2025</div> <div>Hours Spent</div> <div>0.0</div> <div>Comments</div> <div>Show any existing stormwater management devices and what's to be done with them.</div>
<div>Billable</div> <div>No</div>		<div>Overtime</div> <div>No</div>	<div>As stated in the pre-file, show and label the stormwater management devices.</div>
<div>Time Tracking Start Date</div>	<div>Est. Completion Date</div>	<div>In Possession Time (hrs)</div>	<div>Comment Display in ACA</div>
<div>Display E-mail Address in ACA</div> <div>No</div>	<div><input checked="" type="checkbox"/> Display Comment in ACA</div>	<div><input checked="" type="checkbox"/> All ACA Users</div> <div><input checked="" type="checkbox"/> Record Creator</div> <div><input checked="" type="checkbox"/> Licensed Professional</div> <div><input checked="" type="checkbox"/> Contact</div> <div><input checked="" type="checkbox"/> Owner</div>	
<div>Estimated Hours</div> <div>0.0</div>	<div>Action</div> <div>Updated</div>	<div>Workflow Calendar</div>	
<div>Task Specific Information</div>			
<div>Expiration Date</div>		<div>Review Notes</div>	<div>Reviewer Name</div> <div>Natalie Norberg</div>
<div>Reviewer Phone Number</div>		<div>Reviewer Email</div> <div>ipnorb81@aacounty.org</div>	



STEUART PITTMAN, COUNTY EXECUTIVE  
JESSICA LEYS, DIRECTOR  
RECREATION AND PARKS  
1 HARRY S. TRUMAN PKWY  
ANNAPOLIS, MD 21401  
AACOUNTY.ORG/RECPARKS



## MEMORANDUM

TO: Sadé Medina, Zoning Division  
Office of Planning and Zoning

FROM: Pat Slayton  
Capital Projects Division

SUBJECT: Variance Case 0137-V

DATE: July 22, 2025

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The Department of Recreation and Parks has reviewed the above plans to determine if there may be impacts to the Anne Arundel County Green Infrastructure Network, parks, and trails. Please note our recommendations according to those findings below.

- This site is contiguous to Sullivan's Cove Natural Area. This development shall not discharge runoff to the County's property at a rate greater than existing conditions.

The Department of Recreation and Parks has no further comments.

cc: File



