



TUESDAY, OCTOBER 25, 2016
CITY OF COLLEGE PARK
COUNCIL CHAMBERS
7:30 P.M.

MAYOR AND COUNCIL REGULAR MEETING
AGENDA

(There will be a Closed Session Following the Regular Meeting)

COLLEGE PARK MISSION STATEMENT

The City Of College Park Provides Open And Effective Governance And Excellent Services That Enhance The Quality Of Life In Our Community.

1. **MEDITATION**
2. **PLEDGE OF ALLEGIANCE:** Led by Councilmember Dennis
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
5. **CITY MANAGER'S REPORT**
6. **ACKNOWLEDGMENTS**
7. **PROCLAMATIONS AND AWARDS:** Small Business Saturday November 26, 2016
8. **AMENDMENTS TO AND APPROVAL OF THE AGENDA**
9. **PUBLIC COMMENT ON CONSENT AGENDA AND NON-AGENDA ITEMS** - Speakers are asked to provide their name and address for the record, and are given three minutes to address the Council.
10. **PRESENTATIONS**
11. **PUBLIC HEARINGS:**
 - a. Ordinance 16-O-09, a proposal to lower the City's Homestead Tax Credit Rate from 4% to 2%
12. **CONSENT AGENDA** - Note: Consent Agenda items are routine items of business that are collectively presented for approval through a single motion. A Councilmember may request that an item be pulled from the Consent Agenda and placed under Action Items for separate discussion and action.

16-R-28 Adoption of Resolution 16-R-28 creating an "honorary member" category for former Board and Committee members

Motion By:
To: Approve
Second:
Aye: Nay:
Other:

16-G-137 Approval of Minutes: September 27, 2016 Worksession; October 4, 2016 Worksession; October 11, 2016 Regular Meeting

13. ACTION ITEMS

- | | | |
|----------|---|---|
| 16-G-131 | Approval, with conditions, of DSP-15031 for EZ Storage, 5151 Branchville Road, and approval of an agreement for deed of dedication | Motion By: Brennan
To: Approve
Second:
Aye: Nay:
Other: |
| 16-G-132 | Approval of a letter to M-NCPPC with the City's budget requests | Motion By:
To:
Second:
Aye: Nay:
Other: |
| 16-G-133 | Approval of a letter to Adam Ortiz (DOE) and Ronnie Gathers (M-NCPPC) expressing the City's opposition to the stormwater management pond for Hollywood Neighborhood Park | Motion By:
To: Approve
Second:
Aye: Nay:
Other: |
| 16-G-134 | Approval of a letter to Prince George's County Fire Chief Marc Bashoor expressing concerns on staffing at the Branchville Volunteer Fire Department | Motion By:
To: Approve
Second:
Aye: Nay:
Other: |
| 16-O-09 | Adoption Of 16-O-09, An Ordinance Of The Mayor And Council Of The City Of College Park, Maryland, Amending Chapter 175 "Taxation", Article II "Homestead Property Tax Credit", By Repealing And Reenacting §175-3 "Rate", To Change The Homestead Property Tax Credit Rate From 104% To 102%. | Motion By:
To: Adopt
Second:
Aye: Nay:
Other: |
| 16-O-11 | Introduction of an amendment to Chapter 38, Ethics, to add a definition of "immediate family"
<i>The Public Hearing will be November 15, 2016 at 7:30 p.m. in the Council Chambers</i> | Motion By: Dennis
To: Introduce
Second: |
| 16-O-12 | Introduction of FY '17 Budget Amendment #1
<i>The Public Hearing will be November 15, 2016 at 7:30 p.m. in the Council Chambers</i> | Motion By:
To: Introduce
Second: |
| 16-G-136 | Appointments to Boards and Committees | |

14. MAYOR AND COUNCILMEMBER REPORTS/COMMENTS

15. STUDENT LIAISON'S REPORT/COMMENTS

16. CITY MANAGER'S REPORT/COMMENTS

- 17. GENERAL COMMENTS FROM THE AUDIENCE
- 18. ADJOURN

CLOSED SESSION FOLLOWING THE REGULAR MEETING

- 1) Consider the acquisition or sale of real property, Discuss a negotiating strategy, Consult with Counsel on a legal matter; 2) Discuss a Personnel Matter

STATUS/INFORMATION REPORTS FOR COUNCIL REVIEW

(None)

-
-
- This agenda is subject to change. For the most current information, please contact the City Clerk at 240-487-3501.
 - Public Comment is taken during Regular Business meetings on the second and fourth Tuesdays of the month in one of the following ways. All speakers are requested to complete a card with their name and address for the record.
 - To comment about a topic not on the meeting agenda: Speakers are given three minutes to address the Council during “Public Comment on Non-Agenda Items” at the beginning of each Regular Meeting.
 - To comment on an agenda item during a Regular Business meeting: When an agenda item comes up for consideration by the Council, the Mayor will invite public comment prior to Council deliberation. Speakers are given three minutes to address the Council on that agenda item.
 - In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the City Clerk’s Office at 240-487-3501 and describe the assistance that is necessary.

Proclamation

**PROCLAMATION
CITY OF COLLEGE PARK, MARYLAND
SMALL BUSINESS SATURDAY – NOVEMBER 26, 2016**

Whereas, the City of College Park, Maryland celebrates our local small businesses and the contributions they make to our local economy and community. According to the United States Small Business Administration, there are currently 28.8 million small businesses in the United States, they represent 99.7 percent of all businesses with employees in the United States, are responsible for 64 percent of net new jobs created over the past 20 years; and

Whereas, the City of College Park, Maryland is home to over 150 independently-owned restaurants and shops; and

Whereas, 89 percent of consumers in the United States agree that small businesses contribute positively to the local community by supplying jobs and generating tax revenue; and

Whereas, 87 percent of consumers in the United States agree that small businesses are critical to the overall economic health of the United States and 93 percent of consumers in the United States agree that it is important for people to support the small businesses that they value in their community; and

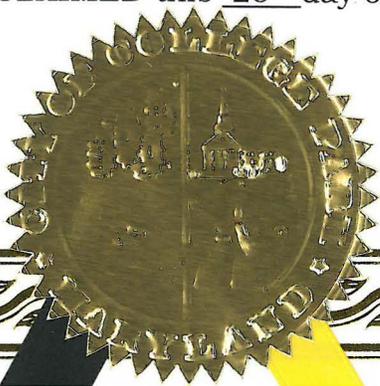
Whereas, the City of College Park, Maryland supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

Whereas, advocacy groups as well as public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now, Therefore, I, Patrick L. Wojahn, Mayor of College Park, Maryland, on behalf of the entire City Council, do hereby proclaim, November 26, 2016, as **SMALL BUSINESS SATURDAY** and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

PROCLAIMED this 25th day of October 2016.

Patrick L. Wojahn
Mayor



**PUBLIC
HEARING
16-0-09**

ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND,
AMENDING CHAPTER 175 “TAXATION”, ARTICLE II “HOMESTEAD PROPERTY
TAX CREDIT”, BY REPEALING AND REENACTING §175-3 “RATE”, TO CHANGE
THE HOMESTEAD PROPERTY TAX CREDIT RATE FROM 104% TO 102%.

WHEREAS, Section 9-105(e) of the Tax-Property Article of the Annotated Code of Maryland, provides that on or before November 25th of any year, the governing body of a municipal corporation may set or alter a homestead credit percentage for the taxable year beginning the following July 1 and any subsequent tax years; and

WHEREAS, Section 9-105 of the Tax-Property Article, Annotated Code of Maryland, allows the City to establish a homestead property tax credit percentage for the City property tax for each taxable year under certain circumstances; and

WHEREAS, State law further provides that if the City does not set a rate, by law, as required, that the percentage shall be the percentage as previously set by the City of College Park; and

WHEREAS, the Homestead Property Tax Rate in the City is currently 104%; and

WHEREAS, the Mayor and City Council have determined that the homestead property tax credit beginning July 1, 2017 and subsequent tax years shall be 102%; and

WHEREAS, pursuant to Section 9-105(e) of the Tax-Property Article of the Annotated Code of Maryland, municipal corporations must notify the State Department of Assessments and Taxation of any action taken on or before November 25 preceding the taxable year for which action is taken.

CAPS : Indicate matter added to existing law.
[Brackets] : Indicate matter deleted from law.
Asterisks * * * : Indicate matter remaining unchanged in existing law but not set forth in Ordinance

Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland that Chapter 175 “Taxation”, Article II “Homestead Property Tax Credit” §175-3, “Rate” be and is hereby repealed and reenacted with amendments as follows:

§175-3 Rate.

The homestead property tax credit for city tax purposes is set at [~~104~~] 102%.

Section 2. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall post at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, and on the City cable channel, and if time permits, in any City newsletter, the proposed ordinance or a fair summary thereof together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council.

The public hearing, hereby set for 7:30 P.M. on the 25th day of October, 2016, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. This Ordinance shall become effective on _____, 2016 provided that, as soon as practicable after adoption, the City Clerk shall post a fair summary of the Ordinance and notice of its adoption at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, on the City cable channel, and in any City newsletter.

INTRODUCED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the 11th day of October, 2016.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____ 2016.

EFFECTIVE the _____ day of _____, 2016.

ATTEST:

CITY OF COLLEGE PARK

By: _____
Janeen S. Miller, CMC, City Clerk

By: _____
Patrick L. Wojahn, Mayor

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Suellen M. Ferguson, City Attorney

Written
Comment
Submitted
for
16-0-09

From: [Pamela Griffith](#)
To: [cpmc](#)
Cc: [Christine C. Nagle](#); [Fazlul Kabir](#); [Peter Griffith](#)
Subject: Support for Cook/Nagel Proposal
Date: Tuesday, October 18, 2016 2:39:21 PM

Good afternoon. I am writing to express my support for the Cook/Nagel proposal regarding the Homestead Credit. Please note that both myself and my husband (copied) support this ordinance and would like same noted at the October 25 hearing.

16-O-09 - Introduction of an Ordinance to Lower the City's Homestead Tax Credit Rate From 4% to 2%- The Homestead Tax Credit rate is a percentage rate limiting the increase of real property assessment from one fiscal year to the next; it is only applicable to owner occupied properties. If passed this ordinance would change the current Homestead Tax Credit rate of 4% in FY2018. The Public Hearing will be held on October 25, 2016 in Council Chambers.

Thank you,
Pamela and Peter Griffith
4905 Muskogee

Notice of Public Hearing for Ordinance 16-O-09:

- Posted to City Hall Bulletin Board on October 13, 2016
- Posted to City Website on October 12, 2016
- Posted on Cable Television Channel on October 12, 2016
- Sent to Constant Contact LISTSERV on October 12, 2016
- Announced in Weekly Bulletin on October 14, 2016

ATTEST:



Janeen S. Miller, City Clerk

**NOTICE OF PUBLIC HEARING
ORDINANCE 16-O-09
TUESDAY, OCTOBER 25, 2016
7:30 P.M.**

**COLLEGE PARK CITY HALL
4500 KNOX ROAD
2ND FLOOR COUNCIL CHAMBERS
COLLEGE PARK, MD 20740**

An Ordinance of the Mayor and Council of the City of College Park, Maryland, Amending Chapter 175 “Taxation”, Article II “Homestead Property Tax Credit”, by Repealing and Reenacting §175-3 “Rate”, to Change the Homestead Property Tax Credit Rate From 104% to 102%.

Copies of this Ordinance may be obtained from the City Clerk’s Office, 4500 Knox Road, College Park, MD 20740, or by calling 240-487-3501, or visit www.collegeparkmd.gov.

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the City Clerk’s Office and describe the assistance that is necessary.

16-R-28

Honorary
Member
Category



**CITY OF COLLEGE PARK, MARYLAND
REGULAR MEETING AGENDA ITEM**

Prepared By: Janeen S. Miller
City Clerk

Meeting Date: 10/25/2016

Presented By: Janeen S. Miller

Proposed Consent Agenda: Yes

Originating Department: Mayor and Council

Issue Before Council: Creating an "Honorary Member" category for certain Board members

Strategic Plan Goal: Goal 5 - Effective Leadership

Background/Justification:

At the September 6, 2016 Worksession, Council discussed the possibility of designating certain Board, Committee, Commission or Authority ("Board") members who are no longer able to attend meetings as "honorary" members of the Board. The City Clerk's suggestions, below, were discussed at the October 18 Worksession.

- The honorary member designation would be conferred upon a Board member by vote of the City Council in certain circumstances. For instance, the individual may have been a founding member of the Board, may have been the long-serving Chair of the Board, may have a unique connection to the Board that we don't want to lose, or may have significant institutional memory that remains beneficial to the Board. Other criteria could apply.
- Honorary members would not be part of the official roster of the board and they would not have a vote. Their attendance would not be required at Board meetings and their presence or absence would not impact the quorum requirement. Honorary members will be invited to participate in Board meetings in any way or as often as they can. They would not be required to complete annual financial disclosure statements (the Disclosure of Gifts or Conflict of Interest forms).

Council directed staff to prepare a Resolution to implement these recommendations.

Fiscal Impact:

None.

Council Options:

- #1: Adopt Resolution 16-R-28, attached, to establish an "Honorary Member" category for certain retiring Board members
- #2: Amend Resolution 16-R-28 prior to adoption
- #3: Take no action at this time

Staff Recommendation:

#1

Recommended Motion:

I move to adopt Resolution 16-R-28, A Resolution Of The Mayor And Council Of The City Of College Park Creating An Honorary Member Category For Certain Retiring Members Of City Appointed Boards

Attachments:

- 1. 16-R-28

**A RESOLUTION OF THE MAYOR AND COUNCIL
OF THE CITY OF COLLEGE PARK
CREATING AN HONORARY MEMBER CATEGORY
FOR CERTAIN RETIRING MEMBERS OF CITY APPOINTED BOARDS**

WHEREAS, the Mayor and Council rely on various Authorities, Boards, Commissions and Committees (“Boards”) to advise them on certain matters important to the City; and

WHEREAS, the Mayor and Council appoint residents to serve on these Boards and appreciate the contributions that all members make in this capacity; and

WHEREAS, on occasion, the Mayor and Council may wish to confer the title of “Honorary Member” upon a retiring Board member when that member has made a special contribution or played a special role while serving on their Board.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of College Park that an “Honorary Member” category be, and it is hereby, established, with the provisions that follow:

1. The Honorary Member designation will be conferred upon a Board member by vote of the City Council in certain limited circumstances. For instance, the individual may have been a founding member of the Board, may have been the long-serving Chair of the Board, may have a unique connection to the Board that we don’t want to lose, or may have significant institutional memory that remains beneficial to the Board. Other criteria could apply.
2. An Honorary Member will not be part of the official roster of the Board and will not have a vote on official business. Their attendance will not be required at Board meetings and their presence or absence will not impact the quorum. An Honorary Member will be invited to participate in Board meetings in any way or as often as they can.
3. An Honorary Member will not be required to complete the annual financial disclosure statements (the Disclosure of Gifts or Conflict of Interest forms) that are required of appointed Board members.
4. The Mayor and Council may propose a certain individual to be an Honorary Member through a General Motion approved by majority vote. The motion should state the reason(s) that the retiring Board member is being considered for this designation.

ADOPTED by the Mayor and Council of the City of College Park at a regular meeting on the _____ day of _____, 2016

EFFECTIVE the _____ day of _____, 2016.

WITNESS:

CITY OF COLLEGE PARK

Janeen S. Miller, City Clerk

Patrick L. Wojahn, Mayor

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:**

Suellen M. Ferguson, City Attorney

16-G-137

Minutes

WORKSESSION MINUTES
College Park City Council
Tuesday, September 27, 2016
Council Chambers
8:35 p.m. – 8:47 p.m.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Nagle, Dennis, Day, Kujawa and Cook.

ABSENT: Councilmembers Stulich and Brennan.

ALSO PRESENT: Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Terry Schum, Director of Planning; Bob Ryan, Director of Public Services. City Manager Scott Somers and Assistant City Manager Bill Gardiner participated by telephone.

Following the conclusion of the Regular Council meeting on Tuesday, September 27, 2016, the College Park City Council met in a Worksession, which was listed on the meeting agenda.

DISCUSSION ITEM:

- 1. Discussion of recommendations for Development Consultant (may include a closed session to discuss a matter related to a negotiating strategy and to consult with counsel on a legal matter) – Terry Schum, Director of Planning**

Ms. Schum said following Council directions, staff issued a Request for Qualifications (RFQ) for a development consultant to provide consulting services on a task basis. 12 proposals were received. They were reviewed by Scott Somers, Bill Gardiner, Terry Schum and Suellen Ferguson. Three firms were selected for interviews: HR&A, Concourse Group and JLL. She reviewed the evaluation criteria: location and size of firm, range of services and abilities, type of work they have done before, whether they have local and national experience, and cost. Details about each firm and the proposals received will be discussed in a closed session. Ms. Schum asked if Council wanted to interview the firms or go with the staff opinion.

Pursuant to §C6-3 of the College Park City Charter, at 8:47 p.m. a motion was made by Councilmember Dennis and seconded by Councilmember Kabir to enter into a Closed Session to consult with Counsel on a legal matter and discuss a negotiating strategy before a contract is awarded. The motion passed 6 – 0 – 0 and the Worksession concluded.

Janeen S. Miller
City Clerk

Date
Approved

WORKSESSION MINUTES
College Park City Council
Tuesday, October 4, 2016
Council Chambers
7:30 p.m. – 11:23 p.m.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Nagle, Brennan, Dennis, Day, Cook and Kujawa (left at 10:30 p.m.).

ABSENT: Councilmember Stullich

ALSO PRESENT: Scott Somers, City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Terry Schum, Director of Planning; Bob Ryan, Director of Public Services; Gary Fields, Director of Finance; Leo Thomas, Jr., Deputy Director of Finance; Sharon Fletcher, Public Services Department; Chris Keosian, Student Liaison.

Mayor Wojahn opened the Worksession at 7:30 p.m.

CITY MANAGER’S REPORT:

- Update on Duvall Field and Modular Building construction projects.
- Senior Social Center is open Wednesday and Friday mornings 10:30 a.m. – 12 noon.
- Public Works yard will be open the last two Saturdays in October for fall clean up
- Friday, October 14 - Senior wellness event with flu shots
- Farmers Markets are still open
- Leaf collection schedule

AMENDMENTS/APPROVAL OF AGENDA:

- Move #9 Consideration of county legislation to next week’s meeting (Nagle/Cook, 6-1-0 Brennan opposed)
- Approve agenda as amended (Kabir/Day 7 – 0 – 0)

AGENDA ITEMS:

1 Annual Police Agencies Presentations – Bob Ryan, Director of Public Services:

- Chief David Mitchell, University of Maryland Police
- Major William Alexander, PGPD District 1 Commander
- Chief Stanley Johnson, M-NCPPC Police
- Lt. Tomika Holmes, Metro Transit Police
- Lt. James Keleti, PGPD, College Park Contract Police Supervisor

2 Property Use Agreement for MilkBoy & Arthouse -- Linda Carter, Attorney representing the applicants; Marty Wolleson, The Clarice; Bill Hanson, Tommy Joyner and Jamie Lokoff, Milkboy+Arthouse:

They are successful in Philadelphia. This is a new type of venue for College Park: a performing arts center rather than a restaurant or bar. Therefore the applicant is requesting revisions to the PUA:

- They don't want a food to alcohol ratio at all
- Page 3 ¶ 5: Change restaurant to "Performing Arts Venue"
- Hours: Don't want to have an hour restriction either for operating hours or for sale of alcohol
- They might want to have live music in the back courtyard and don't want that to be prohibited in the PUA. Discussion of amplification level of the outdoor music; the City's noise ordinance will apply.
- Don't want to always have to use scanners for IDs. Request that it be at their discretion depending on the type of event. Everyone will be TIP certified. They have never had an alcohol violation in Philadelphia.
- They will submit their security plan to UMD Police and PGPD but don't want to provide it to the City because they don't want it in the public domain.

They hope for broad and diverse audiences. UMCP Foundation owns the property. No pitchers or \$.50 drafts. They will sell alcohol on Sundays. There are four different spaces in the building; all sales are run through one POS system. Many events will involve ticket sales. Council wants to see the recycling plan. Circulate revisions to Council and take action either at October 11 (if OK for consent since applicant is unavailable) or on October 18 in Special Session. The BOLC date is October 25.

- 3 Presentation from the College Park Tennis Club and request for support from the City - Ray Benton and Ajay Pant:** Mr. Benton discussed the College Park Tennis Center (private membership club) and the Junior Tennis Champions Center (non-profit youth program whose goal is to allow kids to earn tennis scholarships to college) and presented a proposal of benefits to College Park residents in exchange for a \$10,000 grant paid in two parts. (See attached proposal.) Councilmember Day will take this to agenda next week. It would require a budget amendment if approved.
- 4 Report on Hollywood Road extended feasibility study - Jagdish Mandavia, Diane Yep:** Alignment #3 is the only one SHA would approve. Estimate of \$625,000 just to construct road – does not take into account right-of-way acquisition, stormwater, lease buy-outs. Mazza says there is no need for this connection road. Staff recommendation is not to proceed with the road at this time, but to make some safety adjustments to the current access to prevent left turns out of the property, subject to SHA approval. Councilmember Nagle will take this to agenda next week.
- 5 Discussion/Decision on whether to change the City's Homestead Tax Credit rate – Gary Fields and Leo Thomas:** Each percent of decrease to the HTC rate is roughly a \$15,000 decrease to the City. A 0% rate would be a loss to the City of approximately \$60,000. Staff recommendation is to maintain the 4% rate. Councilmembers Nagle and Cook interested in reducing the rate to 2%. Introduce an ordinance next week to lower the rate to 2%.
- 6 Discussion about the future of the Neighborhood Watch Steering Committee –** Disband NWSC. Hold an annual meeting of NW coordinators. Public Services staff provides support. Resolution on consent next week.

- 7 **National Night Out planning:** Discussion of various options – centralized vs. neighborhood-based. Some neighborhoods want to keep it in their neighborhood, but not all neighborhoods have NW groups. Get broader feedback using Council listservs. Survey civic associations. See what people want to do and return to Council with feedback.

- 8 **Discussion of an amendment to the City Code to prohibit the placement of furniture not designed for outdoor use, within or under a permanent accessory structure such as a covered porch or gazebo (Chapter 125-10.N):** What is the problem we are trying to solve? “Upholstered furniture not designed for outdoor use” – hard to identify what this is. Many examples of upholstered furniture that is designed for outdoor use. Don’t move forward at this time.

- 9 ~~**Possible Special Session: CB-93-2016, healthy requirements for vending machines on County, municipal and M-NCPPC property throughout Prince George’s County and CB-84-2016, Outdoor Advertising Sign (Billboard) to include Digital Billboard.**~~
Removed from agenda.

- 10 **Requests For/Status of Future Agenda items** – None.

- 11 **Appointments to Boards and Committees** – None

- 12 **Mayor and Councilmember Comments:**
 - Keosian: Clean City Project continuing, invitation to M&C to speak to SGA; October 13 at 6:00 p.m. Committee of Diversity and Inclusion “Breaking Bread” event
 - Mayor: Mayor’s Institute for Civic Design (Florida) report; MML Fall conference next week; Community Diversity Dialogs in College Park – Mayor is bringing together stakeholders on October 19

- 13 **City Manager's Comments** - None

Adjourn: Brennan/Day 11:23 p.m.

Janeen S. Miller
City Clerk

Date
Approved

MINUTES
Regular Meeting of the College Park City Council
Tuesday, October 11, 2016
Council Chambers
7:30 p.m. – 9:46 p.m.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Nagle, Brennan, Dennis, Stullich (arrived at 7:50 p.m.), Day, Kujawa and Cook.

ABSENT: None.

ALSO PRESENT: Scott Somers, City Manager; Bill Gardiner, Assistant City Manager; Janeen Miller, City Clerk; Suellen Ferguson, City Attorney; Terry Schum, Director of Planning; Bob Ryan, Director of Public Services; Gary Fields, Director of Finance; Chris Keosian, Student Liaison and Brandon Carroll, Deputy Student Liaison.

Mayor Wojahn opened the meeting at 7:30 p.m.

Announcements:

Councilmember Dennis announced that the Lakeland Civic Association would meet on Thursday at 7:00 p.m. at the College Park Community Center.

Councilmember Nagle discussed the devastation in Haiti from Hurricane Matthew.

Councilmember Kabir said the North College Park Civic Association would meet on Thursday at 7:30 at the Youth and Family Services building.

City Manager's Report: Mr. Somers reported on:

- Items in the red folder
- Free microchipping for College Park pets at the Hollywood Farmers Market
- Fall Clean Up days – Public Works yard open October 22 and October 29
- Senior Health Fair Friday October 14 from 1 – 3 at the College Park Community Center
- Dinner Dance with the Night Life Band sponsored by the Recreation Board on Friday October 21 at the College Park Moose Lodge
- Halloween Thing at Youth and Family Services on Saturday October 29 from 10–12.

Acknowledgements: Mayor Wojahn thanked new CBE appointee Sarah D'Alexander

Amendments To And Approval Of The Agenda:

- Move Introduction of 16-O-09 to the first action item (Day/Dennis)
- Remove 16-G-126 for Healthy Vending Machine legislation (Brennan/Nagle)
- Move parking item from tonight's Worksession to the Worksession on November 1 (Brennan/Nagle)
- Move 16-G-122 Milkboy+Arthouse to the Worksession on October 18 (Nagle/Brennan)
- Agenda approved as amended Dennis/Day 7 – 0 – 0

PUBLIC COMMENT ON CONSENT AND NON-AGENDA ITEMS:

Akil Patterson, Deputy Director, Sugar Free Kids Maryland, Baltimore: Spoke about the County's Healthy Vending Act. Although the bill has been put on hold, they are in support. Requires vending machines to offer 50% healthy options in food and beverages.

Oscar Gregory, 9253 Limestone Place: Spoke about lowering the City's Homestead Tax Credit Rate: why would anyone have a problem lowering the rate? Why would we think it is OK to solve the University of Maryland's parking problems on our residential streets, and to charge residents for permit parking programs? Why should the City be involved in solving the University's day care problem? Let them use property on campus.

Dave Dorsch, 4607 Calvert Road: There is still no railing in front of Bentley's/Cornerstone. Are we going to wait until someone gets hurt? Whose responsibility is this? When are the recycling stickers going to be put on top of recycling cans? We need the signs because we have a transient population. The state needs to do a better job of synchronizing the traffic lights on US Route 1.

James Mulholland, Phi Kappa Psi: Discussed the "Phi Psi Friends" Community Outreach Program: they will help with raking leaves and shoveling snow: www.phipsiUMD.com

PRESENTATIONS:

1. SHA: John Webster, Project Manager, Greenbelt Metro Interchange Project, gave a presentation on the current status of the project, which is contingent on Greenbelt being selected for the FBI. That decision is expected in December. See attached PowerPoint.
2. Strategic Plan: Mayor Wojahn asked Council if they would be willing to move the "Update on the Strategic Plan" to the Worksession at the end of the meeting, in the interest of time. The Council agreed.

CONSENT AGENDA:

A motion was made by Councilmember Brennan and seconded by Councilmember Dennis to adopt the Consent Agenda, which consists of the following:

16-R-27 Approval of a Resolution to disband the Neighborhood Watch Steering Committee

16-G-128 Approval of Minutes: Special Session on September 20, 2016; Regular Meeting on September 27, 2016; Special Session on September 27, 2016

The motion passed 8 – 0 – 0.

ACTION ITEMS:

16-O-09 Introduction of an Ordinance to lower the City's Homestead Tax Credit Rate from 4% to 2%.

A motion was made by Councilmember Nagle and seconded by Councilmember Kabir to introduce Ordinance 16-O-09, An Ordinance Of The Mayor And Council Of The City Of College Park, Maryland, Amending Chapter 175 "Taxation", Article II "Homestead Property Tax Credit", By Repealing And Reenacting §175-3 "Rate", To Change The Homestead Property Tax Credit Rate From 104% To 102%.

Mayor Wojahn announced that the Public Hearing will be October 25, 2016 at 7:30 p.m. in the Council Chambers.

16-G-123 Approval of release of escrow funds from PPC/CHP Maryland Limited Partnership subject to agreement by the owners to install safety improvements at the intersection (Hollywood Road)

A motion was made by Councilmember Nagle and seconded by Councilmember Brennan that the City release funds held under Paragraph 25 of an Amended Agreement between the City and PPC/CHP Maryland Limited Partnership.

Councilmember Nagle said that \$500,000 has been held in escrow for the purpose of developing and financing Hollywood Road extended west of US 1. \$50,000 was spent on a feasibility study prepared by VIKA Maryland. One feasible alignment was identified but would cause significant harm to adjacent businesses and require the acquisition of private property. The City and the owner agreed there is no obligation to pursue the design and construction of a Hollywood Road extension to the west at this time, and with minor adjustments the current entrance/egress from the Mazza Property, that area can be made safer. The owner has agreed to work with SHA on these improvements.

Councilmember Cook acknowledged the neighbors who came out tonight and apologized for the stress this study caused them.

The motion passed 8 – 0 – 0.

16-G-124 Consideration of a request from the College Park Tennis Club for a \$10,000 grant in exchange for certain considerations as outlined in their proposal to the Council on October 4, 2016

A motion was made by Councilmember Day and seconded by Councilmember Brennan to approve the contribution of \$10,000 to JTCC in consideration of the benefits listed in the attached partnership proposal.

Councilmember Day said we have been talking about this for three years and he looks forward to the City supporting one of the gems of our community.

Mayor Wojahn pointed out the revised proposal in the red folder: there were two revisions -

1) Removed the memberships for Mayor and Council; 2) Revised the payment plan so that the second installment will fall in FY '18.

Councilmember Nagle requested a way to track how many residents actually utilize this.

Councilmember Kujawa raised a question about free instruction to elementary students in College Park – will they actually go to the elementary schools, or invite students in?

Councilmember Nagle suggested changing the wording to “elementary age students who live in College Park.”

Motion passed 5 – 2 – 1 (Councilmember Cook and Kujawa opposed; Councilmember Kabir abstained).

16-G-125 Approval of Detailed Site Plan, with conditions, and Declaration of Covenants for LIDL (follow up to the September 20 W/S)

Ms. Schum gave an overview: At the September 20 Worksession, Council heard a presentation for a LIDL grocery store at the intersection of Berwyn Road and US 1. After the Worksession, the applicant, Ms. Schum and the City Attorney continued discussions to try to reach agreement on outstanding items. The Park & Planning staff report has been released and provided to Council. The Planning Board date is October 20. Staff had no success in negotiating conditions relating to the business operations of the store (opening hours, delivery hours, shelf stocking methods). These items are outside of the County Planning Board purview. There is a revised staff recommendation in the red folder: minor changes related to Route 1 access. The Applicant agrees with the City’s revised staff recommendation.

Matt Tedesco, McNamee Hosea, attorney for LIDL: He said they agree with the staff conditions and the draft Declaration of Covenants, and will attest to such at the Planning Board. This is one of the 5th largest retailers in the world. They have done everything they can to respond to concerns heard through meetings with the community and staff.

Councilmember Brennan reiterated the community concern about traffic and discussed the impact of the opening hours of the store on morning rush hour traffic on Berwyn Road. They hope this store is less like an ALDI and more like a Trader Joe’s.

Mr. Tedesco said the store hours have not been determined. He pointed out the language in Paragraph 12 of the Declaration of Covenants that they agree to work together to resolve any operational issues. They want to be good corporate neighbors.

A question was asked about the number of employees they would hire. Mr. Tedesco said 30 – 40.

A motion was made by Councilmember Brennan and seconded by Councilmember Dennis to approve the staff recommendation to support Detailed Site Plan 07079-01 with conditions and subject to the execution of a Declaration of Covenants and Agreement in substantially the form attached.

Comments from the audience:

Bob Catlin, 8604 49th Avenue: He is excited about the project and thanks LIDL for listening to the community. He asked what the resolution of the Route 1 access is. He also asked how they will control the removal of shopping carts from the property.

Ms. Schum said the County will allow the Route 1 access which is a modification to the Route 1 Sector Plan. City staff is recommending changes, subject to SHA approval, to decrease the width of that access to Route 1, from 20 feet to 12 feet, and to provide striped crosswalks. Ms. Schum spoke with SHA about Route 1 access issues. The Route 1 reconstruction project will create a median and limit left turns, so the question remains can the driveways left behind be made safer for all traffic. The design issues for this project were addressed much earlier so there is not much wiggle room at this point.

Mr. Tedesco doesn't know the details of the cart corral containment at this time but if there is an issue they will address it. There was discussion of the City ordinance that addresses this.

Oscar Gregory, 9253 Limestone Place: He supports the local hiring and asked if they would pay a living wage.

Mr. Keosian said the students are excited about this development – it is one less reason to need a car.

The motion passed 8 – 0 – 0.

16-G-129 Discussion of City support for community diversity dialogs

Mayor Wojahn gave an overview: Pastor Marc Garrett contacted him after the incident in Orlando expressing a desire to work with the City on dialogs focusing on bridge building between diverse groups. The Obama administration, through the National League of Cities, reached out to local governments to encourage them to participate in community dialogs about diversity. Mayor Wojahn, Pastor Garrett, Imam Shraim, the City Manager and Public Services Director participated in a conference call with the NLC on this topic. The Public Services Director agreed to coordinate the participation of Public Safety officials. They agreed the best way to proceed was to hold a stakeholder meeting, which he announced at Worksessions. Members of the Council raised concerns about the participation of staff in this matter. He is asking for staff to be involved in a limited way.

Marc Garrett, Pastor, Church of the Nazarene: After the Orlando incident he expressed his concerns for the LGBT community to the Mayor and asked the Mayor if he would be willing to take part in a conversation to address those issues.

Councilmember Nagle has no concern with the dialog itself; it is the perfect thing for the Mayor to do. Her only concern was with the use of staff time and how it evolved procedurally. We eliminated the two-hour rule so that staff wouldn't spend time on a project unless we all agreed upon it. She wants to make sure we proceed appropriately so we don't over-tax staff.

Councilmember Kabir wants to know what the need is for the staff involvement. Mr. Somers said staff will provide contact with the Public Safety community.

Councilmember Nagle asked if this is a City initiative. Mayor Wojahn said the City will play a key role even though he doesn't see it as a City initiative. We want to make sure we are providing services equitably and the way to find out is to ask the community. We are not forming a standing committee. Councilmember Nagle doesn't think we should have staff reporting to this group. She recommends that the group meet first and then report to Council. Mayor Wojahn said the first meeting is October 19.

A motion was made by Councilmember Brennan and seconded by Councilmember Stullich to support City involvement for Community Diversity Dialogs.

There was no comment from the audience.

Councilmember Cook asked what "city involvement" entails? How many hours? It is confusing; this is not a City committee but we want staff to be involved?

Mayor Wojahn said staff can be involved to the extent they see fit.

Councilmember Kujawa is unclear what City support means. She suggests the Mayor hold the kick-off meeting first and then return when he has a better idea of what staff's involvement would be.

Mr. Somers said it has been limited to this point - we have reached out to public safety officials. Mr. Ryan said we will attend the planning meeting on October 19. Mr. Somers said if the role is greater we will have to talk about it.

Councilmember Kabir wants to know how much staff time will be involved.

Councilmember Stullich said it sounds like we are micromanaging staff; staff attends a lot of meetings without Council approval.

Councilmember Day suggested the motion say staff is authorized to attend up to two meetings with the purpose of evaluating future staff involvement to be determined at a later date when it is brought back to Council.

Mr. Somers is concerned about a slippery slope. Everyone has a lot of meetings they attend and is concerned about taking votes about what staff is doing, but he is more concerned about whether there is City support for this. It sounds like there is some support as long as it doesn't derail staff from their current duties and the goals of the Strategic Plan. At some point we may have to say, "We can't take on any more." But a few meetings for a few hours should not derail the organization.

Mayor Wojahn and Councilmember Stullich wondered if we need to vote on this at all.

Councilmember Kabir asked if we could be reminded about the two-hour rule. Mr. Somers said they don't have this rule anymore, but it allowed any member of Council to go to staff and ask them to work on anything for up to two hours without approval of the Council. Mr. Somers supported eliminating the two-hour rule because it didn't give the City Manager the ability to

direct staff, it gave the elected body the ability to direct staff, and with 9 elected officials, two hours per item per Councilmember, that is a lot of time that the organization is not moving forward with the bigger picture approved goals.

Councilmember Stulich said she didn't think eliminating the two-hour rule meant that Councilmembers could never suggest anything to the City Manager. She thought it meant we can't approach staff to work on our special projects. The City Manager is the manager of the staff and is the arbiter.

Ms. Miller reminded Council about the language that was added to the Council's Rules and Procedures when the two-hour rule was removed: "Use of Staff Resources. A request for use of staff time, other than standard requests for information from department heads, by the Mayor or a Councilmember must be made through the City Manager unless already approved by the Mayor and Council."

Mayor Wojahn said that was done in this case. He asked if there was any objection in moving forward without a motion.

Councilmember Brennan and Councilmember Stulich agreed to withdraw the motion.

16-G-127 Consideration of a Council position on County bill CB-84-2016 - Outdoor Advertising Signs (Billboards) to include Digital Billboards

Mr. Gardiner provided an overview: The County Council is considering legislation to allow digital billboards as part of the existing language. The bill was amended in the PZED Committee but he doesn't have those amendments yet. Staff has some concerns about this because it would enable billboards that have received non-conforming use permits to be converted to large digital billboards which could be a distraction to drivers. There is one billboard in the City that this would apply to, in the Branchville industrial park by the VFW. Council discussed but took no action.

COUNCIL COMMENTS:

Councilmember Kabir said M-NCPPC is holding a hearing on their budget on October 18 at 7:00 p.m. Written comment can be submitted until October 29; Council will discuss at the next Worksession.

Councilmember Nagle commented on a request from a resident to celebrate indigenous people's day instead of Columbus Day. She received positive comment from her listserv about this and many other cities have done it as well. She also expressed a desire to restore the contest for Christmas Lights, which they used to do years ago. Do we need to have a Worksession on this or can we just agree this is something to be done? She suggested reaching out to civic associations for recommendations of who would rate the houses. Mayor Wojahn suggested adding this to a Worksession agenda.

Councilmember Brennan asked about the use of tags when someone has mis-placed items in their toter. Should they be on the toter, or at the front door? He noticed they drop on the ground and get soiled, and are only written in English.

Mayor Wojahn said there was a bike accident tonight on the Rhode Island Avenue portion of the Trolley Trail. He knows the County has been reluctant to pursue making this a more protected bike lane but perhaps we can engage the County about this again.

Councilmember Cook read an email from the Pastor of the Chinese Bible Church thanking Council for the vote earlier this evening on the Hollywood Road extension study.

STUDENT LIAISON COMMENTS: Mr. Keosian reported that the SGA will hold a Town Hall on the future of College Park and development in the City on October 25. He said the Breaking Bread diversity event will be held on Thursday and offered 5 tickets to Council and staff.

COMMENTS FROM THE AUDIENCE: None.

ADJOURN: A motion was made by Councilmember Brennan and seconded by Councilmember Dennis to adjourn into a Worksession, as noted on the agenda. The motion carried 8 – 0 – 0 and Mayor Wojahn adjourned the Regular Meeting at 9:46 p.m.

Janeen S. Miller, CMC
City Clerk

Date
Approved

16-G-131

DSP-15031
for EZ Storage



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL AGENDA ITEM**

AGENDA ITEM NUMBER 16-G-131

Prepared By: Miriam Bader
Senior Planner

Meeting Date: October 25, 2016

Presented By: Miriam Bader

Proposed Consent Agenda: No

Originating Department: Planning, Community and Economic Development

Action Requested: Approval of Staff Recommendation for EZ Storage DSP-15031

Strategic Plan Goal: Goal 3: High Quality Development and Reinvestment

Background/Justification/Recommendation:

At the Worksession on October 18th, DSP 15031 for EZ Storage was presented and discussed with the City Council. It will replace an existing Hydra Lift Industrial Truck operation with an 850-unit, 3-story, enclosed storage building on a 1.82 acre site at 5151 Branchville Road. City staff is recommending approval with conditions including approval of a variance for the building setback and an agreement for 2 – 10 feet of additional right-of-way dedication on Branchville Road. The M-NCPPC Technical Staff Report has been released and recommends approval with conditions but disapproval of the building setback variance. The Planning Board is scheduled to hear the case on Thursday, November 3rd.

Fiscal Impact:

The Fiscal Impact is anticipated to be favorable since the property assessment will likely go up with the new, larger building and use.

Council Options:

1. Approve the City staff recommendation.
2. Provide alternative recommendations.
3. Recommend disapproval of the DSP.

Staff Recommendation:

#1

Recommended Motion:

I move to recommend approval of Detailed Site Plan 15031 including the request for a variance from the required 25-foot building setback from Branchville Road subject to the following:

1. *Prior to DSP certification, revise the site plan to be consistent with the frontage exhibit that shows a 4-foot sidewalk connecting to the office entry walk and a 3-foot planting area along the western parking lot area; a 7-foot planting area along Branchville Road east of the driveway entrance to the office parking lot; and a turn-around area where Branchville Road dead ends at the railroad tracks.*
2. *Ensure that all required parking and loading spaces are provided on site.*
3. *Prior to building permit, provide a deed of dedication to the City that establishes a minimum of 25 feet of right-of way from the center line of Branchville Road along the front of the subject property. Applicant is to provide a letter in substantially the form attached prior to the Planning Board hearing agreeing to provide the deed of dedication.*

Attachments:

1. Staff Report dated October 18, 2016
2. Deed of Dedication Agreement letter
3. M-NCPPC Technical Staff Report

City Staff Report
 Detailed Site Plan (DSP) 15031
 EZ Storage
 5151 Branchville Road

Request

The Applicant, EZ Storage, is requesting approval of a Detailed Site Plan to construct a 3-story, consolidated self-storage warehouse with surface parking on a 1.82 acre site at 5151 Branchville Road. Also, the Applicant is requesting a 10-foot front yard setback variance. Currently, the property is improved with a 21,378 square foot, hydraulic truck repair facility (Hydra Lift Industrial Truck) with associated surface parking, which will be razed. The Planning Board is scheduled to hear this case on Thursday, November 3rd. The M-NCPPC Technical Staff Report may be available on October 21st.

Zoning

The subject property is zoned I-2 and is within the 2001 Approved Sector Plan for the Greenbelt Metro Area.

Surrounding Uses and Zoning

Direction from subject site	Use	Zoning
North (across Branchville Road)	Auto Repair Facilities, Building Supply, CSX Vacant Land	I-2
South	Maryland State Highway 193-Greenbelt Road	NA
West	Elevator Repair (contractor’s office with outside storage)	CSC
East	CSX right-of-way	NA

Conformance with the 2001 Approved Sector Plan for the Greenbelt Metro Area

The proposed development is identified as located in the North College Park subarea of the Greenbelt Metro Area Sector Plan. The plan recommends “incompatible industrial uses in the southern portion of North College Park (Branchville) should be phased out and the land should be redeveloped with appropriate residential uses.” [p. 121]. Implementation of this recommendation would require rezoning of the property from I-2 to an appropriate residential zone. This property is unlikely to transition to residential use given its size, location adjoining a major highway and the railroad tracks and industrial development to the north and west. Converting the use from heavy industrial (hydraulic industrial truck repair) to light industrial (self-storage) is a positive move in the envisioned direction.

Environmental Features

The Primary Management Area (PMA), regulated environmental features, comprises 1.62 acres or 89% of the site. It is comprised of floodplain and areas of steep slopes. The PMA located on the southern portion of the property consists of steep slopes due to the grading changes from the site to Greenbelt Road. The steep slopes also contain woodlands approximately 50 feet to 70 feet wide that extend into the Greenbelt Road right-of-way and serve as a buffer between the site and the road. The PMA has been impacted almost entirely by previous development of the site.

The Applicant has strived to avoid or minimize additional impact to the PMA. Only 15% of the total PMA impact is new impact. In addition, redevelopment of the site will include stormwater management and bio-retention practices that will help improve water quality. The Applicant is proposing to provide 4 micro-bio-retention areas on site (one on the north side, one on the west side and two on the east side). Since none of these measures currently exist on-site, the water quality will be drastically improved with the proposed development.

Building Design

Building

The Applicant is proposing a 3-story building 36-feet high with a total floor area of 116,370 square feet (38,790 square feet per floor). The building consists of 850 storage units, an office (1,200 square feet) and a residence and patio for on-site management (1,471 square feet). It complies with the Zoning Ordinance consolidated storage standards (Sec. 27-475.04) that state: “No entrances to individual consolidated storage units will be visible from the street or from adjoining land” and “entrances to individual consolidated storage units shall be either oriented toward the interior of the development or completely screened from view by a solid wall with landscaping.”

Building Elevations

The 3-story building will have a flat roof. The office entrance will be framed by 3 arched windows and two storefront windows and a glass door. Materials consist mainly of red split-face CMU capped with a band of beige split-face CMU below the roof-line with two narrow bands of EIFS above and below the top band. Rectangular windows are located on all sides.

Site Design

Lot Coverage

The I-2 zone requires a minimum 10% of green area coverage. The Applicant meets and exceeds this requirement by providing 32% of green area.

Access

The existing truck repair garage is served by a curb-cut on Branchville Road located on the northwestern side of the lot. The Applicant is proposing to keep this curb-cut but use it as restricted access only for storage unit tenants and create another curb-cut further east for public access to the office.

Parking

Two parking lot areas are proposed with separate entrances. The western parking area consists of 20 gated parking spaces and serves the self-serve storage spaces. The smaller parking area consists of 7 parking spaces including a handicapped accessible space, and serves the resident manager and office use.

Fencing

A 6-foot high aluminum fence is shown along the western property line and parking lot. A 6-foot high wood patio fence is shown at the residence. And 6-foot high aluminum fence with gates is shown to provide secure access to the storage space parking lot. A detail was provided.

Signage

The Applicant is proposing 3 individual-letter signs for a total sign square footage of 400 square feet, which meets the Zoning Ordinance standards. A detail was provided.

Branchville Road Streetscape

Though not shown on the detailed site plan, the Applicant has submitted a frontage exhibit that responds to City staff's requests. Currently, Branchville Road has a variable right-of-way of 30-50 feet. The Applicant is proposing to dedicate right-of-way to the City along the front of the subject property to establish 25 feet from the centerline of the road. In addition, the Applicant will construct a 4-foot wide sidewalk at the curb to the easternmost parking lot and plant 2 street trees behind the curb. A 7-foot wide planting area with 3 street trees will be provided to the east of this parking lot. Branchville Road dead-ends at the eastern limits of the property. City staff requested and the Applicant has provided a turn-around area at this dead-end to facilitate traffic circulation.

Variance Setback Request

In the I-2 zone, a minimum front yard setback of 25-feet is required. The property has existed in its current form since the completion of the existing building in 1951, setting back only 15-feet at its closest point to the right-of-way and increasing to 25-feet at its farthest point. The Applicant proposes to incorporate the original floor slab into the new building and is requesting a 10-foot setback variance. The Applicant is not proposing an increase to existing conditions and will use the existing floor slab. Staff supports the requested variance to allow the building to be closer to the street than 25 feet.

Landscaping

The proposal will conform to the Landscape Manual. Landscaping will include a mixture of maples, oaks and evergreen and deciduous shrubs to be mainly located along Branchville Road. An existing 56.5-foot wide undisturbed natural buffer area along Greenbelt Road is proposed to remain (30.5-feet on site and 26-feet located in the Greenbelt Road Right-of-Way).

RECOMMENDATION

City staff recommends supporting DSP-15031 including the variance to allow the building to be closer to the street than 25 feet subject to the following condition:

1. Prior to signature approval of the DSP, the applicant shall revise the site plan to incorporate the improvements shown on the submitted frontage exhibit including right – of-way dedication to the City of College Park for Branchville Road, a turn-around area at the end of Branchville Road, sidewalk construction and landscaping.

October 26, 2016

Mayor and Council
City of College Park
4500 Knox Road
College Park, MD 20740

Re: 5151 Branchville Road E-Z Storage Facility DSP 15031
Deed of Dedication

Dear Mayor Wojahn and Councilmembers:

As presented to you at the Worksession on October 18, 2016, Siena Corporation (“Siena”) proposes in the application for Detailed Site Plan DSP 15031 (“DSP”) to develop an 850 unit consolidated storage facility at the above-referenced address. Siena is seeking the support of the City for this DSP. In consideration for the Mayor and Council’s support of the DSP with conditions as approved on October 25, 2016, Siena has agreed to provide to the City, prior to any building permit, a deed of dedication that establishes a minimum of 25 feet of right-of-way from the center line of Branchville Road along the entire frontage of the subject property. At Siena’s expense, engineers will survey the right-of-way and we will prepare a deed of dedication with a metes and bounds description for the City attorney’s review and approval. The approved deed of dedication will be recorded in the land records for Prince George’s County prior to the issuance of any building permit. Siena agrees to the receipt and sufficiency of the consideration stated herein and agrees that the requirement to provide a deed of dedication is binding upon, and may be specifically enforced against, Siena, its successors and assigns.

The signatures below on behalf of Siena and the City represent the agreement of both parties to the terms stated in this letter.

Thank you in advance for your thoughtful consideration. Please let me know if you have any questions or concerns.

Very truly yours,

Bradley Farrar, Esq.

SEEN AND AGREED:

Siena Corporation

By:

CITY OF COLLEGE PARK

Patrick L. Wojahn, Mayor



Note: Staff reports can be accessed at www.mncppc.org/pgco/planning/plan.htm.

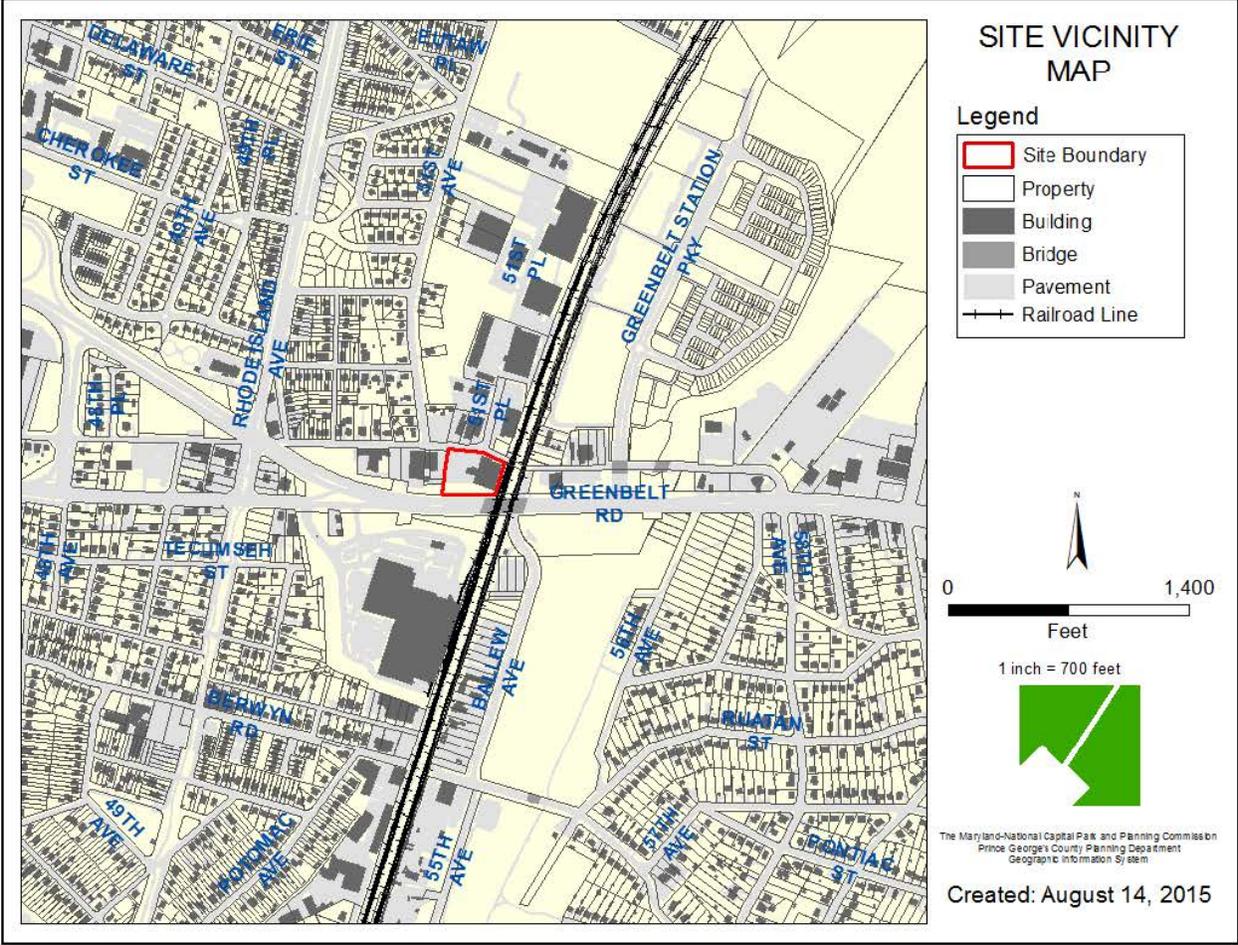
Detailed Site Plan

DSP-15031

Application	General Data	
<p>Project Name: EZ Storage (College Park)</p> <p>Location: The south side of Branchville Road in the northwest quadrant of the intersection of Greenbelt Road (MD 193) and Rhode Island Avenue (US 1).</p> <p>Applicant/Address: Siena Corporation 8221 Snowden River Parkway Columbia, MD 21045</p>	Planning Board Hearing Date:	11/03/16
	Staff Report Date:	10/19/16
	Date Accepted:	07/25/16
	Planning Board Action Limit:	11/03/16
	Plan Acreage:	1.82
	Zone:	I-2
	Dwelling Units:	N/A
	Gross Floor Area:	116,370 sq. ft.
	Planning Area:	66
	Council District:	01
	Election District:	21
	Municipality:	College Park
	200-Scale Base Map:	210NE05

Purpose of Application	Notice Dates	
A 116,370-square-foot consolidated storage facility and a 10-foot variance from the 25-foot requirement in Section 27-474(b) for building setbacks in the I-2 Zone.	Informational Mailing:	08/18/15
	Acceptance Mailing:	07/21/16
	Sign Posting Deadline:	10/03/16

Staff Recommendation		Staff Reviewer: Cynthia Fenton Phone Number: 301-952-3412 E-mail: Cynthia.Fenton@ppd.mncppc.org	
APPROVAL	APPROVAL WITH CONDITIONS	DISAPPROVAL	DISCUSSION
	X		



THE MARYLAND-NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

PRINCE GEORGE'S COUNTY PLANNING BOARD

STAFF REPORT

SUBJECT: Detailed Site Plan DSP-15031
EZ Storage, College Park

The Urban Design Staff has reviewed the subject application and presents the following evaluation and findings leading to a recommendation of APPROVAL with conditions as described in the Recommendation section of this staff report.

EVALUATION

The subject applications were reviewed and evaluated for compliance with the following criteria:

- a. The requirements of the Prince George's County Zoning Ordinance as follows:
 - (1) Those regulations in the Heavy Industrial (I-2) Zone including Section 27-470(a) regarding purposes; Section 27-470(b) regarding landscaping, screening, and buffering; Section 27-470(d) regarding uses; and 27-470(e) regarding regulations;
 - (2) Those regulations regarding variances in Section 27-230;
 - (3) The requirements of Section 27-475.04 regarding consolidated storage;
 - (4) The requirements of Section 27-283 and Section 27-274 regarding site design guidelines;
 - (5) The required findings of Section 27-285(b), Planning Board procedures, with respect to approval of detailed site plans and preservation and restoration of environmental features.
- b. The requirements of the 2010 *Prince George's County Landscape Manual*;
- c. The requirements of the Prince George's County Woodland and Wildlife Habitat Conservation Ordinance;
- d. The requirements of the Prince George's County Tree Canopy Coverage Ordinance;
- e. Referral comments.

FINDINGS

Based upon the analysis of the subject detailed site plan (DSP) and variance application, the Urban Design staff recommends the following findings:

1. **Requests:** The subject application is for approval of a DSP for an 116,370-square-foot, 850-unit consolidated storage facility and a variance from the 25-foot building setback requirement in the Heavy Industrial (I-2) Zone.
2. **Development Data Summary:**

	EXISTING	PROPOSED
Zone	I-2	I-2
Use	Truck Repair Facility	Consolidated Storage
Total Acreage	1.82	1.82
Green Area (10% required)		32 %*
Parcels	1	1
Gross Floor Area (square feet)	21,378	116,370
Number of Storage Units	0	850

Note: *The site plan should be revised to indicate the correct percentage of green area (impervious surface as 30.9%). There is no lot coverage requirement in the I-2 Zone.

Parking and Loading

Use	Number of Spaces Required	Number of Spaces Provided
Resident Manager	2	2
1,200-square-foot Rental Office	1 per 250 GFA or 5	5
850 Units	1 per 50 units = 17	17
Total Required	24	24
Handicapped	1	1
Standard Spaces		16*
Compact		8
Loading:		
2 spaces up to 10,000 sq. ft.	5	5
1 space per each 40,000 sq. ft.		

Note: *The two parallel parking spaces that are provided off-site, along Branchville Road should not be counted toward the fulfillment of the parking requirements. The applicant should revise the site plan to provide two additional parking spaces on the site. A condition has been included in the Recommendation section of this report.

3. **Location:** The site is in Planning Area 66, Council District 1. More specifically, it is located on the south side of Branchville Road in the northwest quadrant of the intersection of Greenbelt Road (MD 193) and Rhode Island Avenue (US 1), at 5151 Branchville Road.

4. **Surrounding Uses:** The site is bounded to the north by Branchville Road, to the south by Greenbelt Road (MD 193); to the east by the Chessie Seaboard (CXS) railroad; and to the west, by a contractor use in the Commercial Shopping Center (C-S-C) Zone.
5. **Previous Approvals:** The site is not subject to a previous preliminary plan or record plat. Parcel 85 was created by deed, recorded in Liber 36087 and folio 303 in the Prince George's County Land Records. The 2001 *Greenbelt Metro Area Approved Sector Plan and Sectional Map Amendment* retained the property in the I-2 Zone. The site is the subject of approved Stormwater Management Concept Plan 41022-2015-00, approved on July 19, 2016 and valid until July 19, 2019.
6. **Design Features:** The site is roughly square in shape and is a through-lot, with frontage along both Branchville Road to the north and Greenbelt Road to the south. Access is via two two-way entrances onto Branchville Road. The parking lot to the right will serve the facility office, and the parking lot to the left, enclosed by a screen wall and gate, will serve the storage facility customers and the resident manager. All fencing should have vertical posts and vertical rails facing the interior of the lot.

Architecture

The consolidated storage building has a big-box footprint and comprises most of the site. The entire building will be constructed of split-face concrete masonry units (CMU). The main section of the building will be finished in red and the parapet will be in beige. Doors and windows of gray aluminum and glass will be decorated with white architectural cast stone headers and sills. An exterior insulation finishing system (EIFS) band that will match the cast stone window headers and sills separates the first floor of the entrance from the second floor, and the second floor from the parapet; the latter of which wraps around the entire building. The manager's residence is enclosed by a six-foot-high aluminum ornamental fence and the residence patio is enclosed by a six-foot-high wooden fence. The architectural elevations show some, but not all, of the proposed signage. The signage should either be removed from the architectural elevations (and be shown only on the signage elevations), or should include all proposed signage.

Signage

The applicant has provided a signage package for the application that includes only building-mounted signage. Three signs are proposed with the text of "ezStorage" in white light-emitting diode (LED) channel letters, measuring 108 square feet each, on the south, east, and west elevations. Signage with secondary text of "Climate Controlled Self Storage" is shown in the same letter type, measuring 41 square feet and 34 square feet respectively, above the main entrance on the west elevation.

COMPLIANCE WITH EVALUATION CRITERIA

7. **Prince George's County Zoning Ordinance:** The application has been reviewed for compliance with the requirements of the Zoning Ordinance in the Heavy Industrial (I-2) Zone and the site plan design guidelines of the Zoning Ordinance. The relevant requirements of the Zoning Ordinance are as follows:
 - a. The subject DSP is in general conformance with the requirements of Section 27-473, which governs uses in industrial zones. The proposed consolidated storage facility is a permitted use in the I-2 Zone.

- b. The DSP is generally consistent with those regulations in the I-2 Zone including Section 27-470(a) regarding purposes; Section 27-470(b) regarding landscaping, screening, and buffering and Section 27-474 regarding regulations in the I-2 Zone with the exception of 27-474(b) Table 1, Setbacks, for which a variance has been requested. See Finding 8 for a discussion of the requested variance in which the applicant is requesting approval for a 15-foot building setback.
- c. The DSP is also consistent with Section 27-475.04 regarding the requirements for consolidated storage listed below in **boldface** type, followed by staff comment:

(a) **Requirements.**

- i. **No entrances to individual consolidated storage units shall be visible from a street or from adjoining land in any Residential or Commercial Zone (or land proposed to be used for residential or commercial purposes on an approved Basic Plan for a Comprehensive Design Zone, or any approved Conceptual or Detailed Site Plan).**

Comment: The entrances and storage units are sufficiently screened from the street and adjoining commercial properties with a combination of fencing and landscaping.

- ii. **Entrances to individual consolidated storage units shall be either oriented toward the interior of the development or completely screened from view by a solid wall, with landscaping along the outside thereof.**

Comment: Entrances to individual storage units are internal to the building and cannot be viewed from the street.

- iii. **The maximum height shall be thirty-six (36) feet. Structures exceeding this height and approved before January 1, 2000, shall not be considered nonconforming.**

Comment: The site plan indicates the maximum building height is 36 feet, although the elevations show the parapets at a maximum height of almost 41 feet. Because the parapets are not part of the roof system, the building height is in conformance with the Zoning Ordinance, in accordance with Section 27-107.01(113) (see figure 68).

- iv. **In order for a consolidated storage for which a grading permit had been issued prior to June 23, 1988, or for which application for a building permit was filed on September 22, 1987, and which is actively pending as of October 25, 1988, to be exempted from the Detailed Site Plan requirement of Subsection (a), the permit application or the attendant site plan must identify the consolidated storage as the proposed use, and the warehouse must comply with paragraph 1 of Subsection(a).**

Comment: This requirement is not applicable to the subject application.

- d. Based on the information provided, it appears that the applicant is in conformance with the Zoning Regulations governing signage. However, the site plan does not include building dimensions; therefore, it is not possible to determine conclusively whether or not the building-mounted signage is in conformance with the requirements of Section 27-613. The applicant should provide the required building dimensions on the plans. A condition has been included in the Recommendation section of this report.
- e. **Variance:** Section 27-474(b) Table 1, Setbacks, requires the property to be set back 25 feet from the street. Approximately 114 linear feet of the building does not meet the required setback. At its closest point, the building is set back only 15 feet from the street; a variance of 10 feet is requested.

Per Section 27-230(a) of the Zoning Ordinance, a variance may only be granted when the Planning Board finds that:

- (1) **A specific parcel of land has exceptional narrowness, shallowness, or shape, exceptional topographic conditions, or other extraordinary situations or conditions;**

Applicant’s Justification:

“This property has been developed since the 1950’s. It is at the edge of a well-developed industrial area. Development is limited by the existing CSX tracks which are adjacent to the site on the east and a State Highway on the south. This property is subject to the County’s 100-year floodplain which creates conditions where adequate area is needed to allow for the conveyance of water to continue through the site and enough area for compensatory storage. There is an existing easement granted to the State Highway Administration for drainage which is located in the southern portion of the site. Since MD 193 is approximately 30 feet above the proposed development, this area is needed for the purpose of providing drainage for the site, adjacent site, and the road. In addition, Branchville Road ends at the CSX property line. One could make the assumption that Branchville Road will not be extended across the rail line in any near or distant future. With these factors considered, the building was shifted northward towards Branchville Road to allow adequate space for the drainage and compensatory storage. These conditions create an environment that is unique to the property and generally not applicable to other properties. It also restricts development by almost 10% of the site due to these existing conditions.”

Comment: The applicant argues that an extraordinary situation exists on the property, due to environmental conditions and existing easements; however, these conditions do not preclude development on the property. By the applicant’s admission, 90 percent of the site is developable. Strict adherence to the setback requirement may impact some units, but does not prevent the majority of the building from being constructed. This criterion has not been met.

- (2) **The strict application of this Subtitle will result in peculiar and unusual practical difficulties to, or exceptional or undue hardship upon, the owner of the property; and**

Applicant’s Justification:

“The strict application of the Subtitle will result in extreme hardship on the owner since a denial will render the property economically nonviable. The strict application will also make it difficult to achieve the General Plan and purposes and goals of the I-2 Industrial zone. Having less square footage or storage units will not offset the construction costs of the building. The ratio of units to the construction cost is imbalanced by the decrease of units and would cause building costs to increase for less units to the point that the construction cannot be supported number of units [sic].”

Comment: As noted above, only a small portion of the building is within the required setback. For an “area” variance, such as from a setback requirement, the applicant must demonstrate that strict compliance with the requirement would unreasonably prevent the use of the property or be unnecessarily burdensome. The building can be reduced to comply with the setback and still serve its intended purpose. Economic hardship, particularly that which is self-imposed, or convenience to the applicant, are not considered practical difficulties or undue hardship. This criterion has not been met.

(3) The variance will not substantially impair the intent, purpose, or integrity of the General Plan or master plan.

Applicant’s Justification:

“The granting of this variance will not impair the intent, purpose, or integrity of the General Plan or I-2 zoning. Rather, the approval of this variance will allow the property to continue to act as a part of a commercial/ industrial center along Branchville Road, thus contributing to the General Plan’s goal of providing increased opportunities for redevelopment.”

Comment: Staff concurs with the applicant that the approval of the variance will not substantially impair the intent, purpose, or integrity of the sector plan.

In conclusion, the variance is not recommended for approval because all the criterion have not been met.

8. **2010 Prince George’s County Landscape Manual:** The application is subject to the requirements of Sections 4.2, Landscape Strips Along Streets; 4.3, Parking Lot Requirements; 4.4, Screening Requirements; 4.7, Buffering Incompatible Uses and 4.9, Sustainable Landscaping Requirements of the 2010 *Prince George’s County Landscape Manual* (Landscape Manual).

a. **Section 4.2, Landscape Strips Along Streets**—Requires that planted landscape strips be provided along street frontages. The applicant has provided schedules for both Branchville Road and Greenbelt Road. The applicant has demonstrated conformance with the applicable requirements by providing eight shade trees and 79 shrubs along Branchville Road. The Section 4.2 schedule for Greenbelt Road should indicate that the requirement for street trees has been fulfilled by a 25-foot-wide strip of existing trees.

- b. **Section 4.3.1, Parking Lot Requirements**—Requires parking areas over 7,000 square feet have planted perimeters adjacent to property lines. The applicant has provided a schedule that indicates conformance with the requirements; however, the landscape plan should label the bufferyard and the width provided to ensure conformance with this section. In addition, the existing trees credited in the schedule should be labeled on the plan with the species and caliper information.
 - c. **Section 4.3.2, Parking Lot Requirements**—Requires that a certain amount of interior planting be provided in parking areas over 7,000 square feet. In general, it appears that trees and shrubs have been counted in areas outside of the required bufferyard, and in particular, are shown in the designated loading area. Staff recommends that the landscape plan be revised to show the required amount of plantings within the interior parking area.
 - d. **Section 4.4, Screening Requirements**—Requires that loading and maintenance areas be screened from residential properties and street, that trash facilities be completely concealed, and that all mechanical equipment be screened from adjacent properties, streets and parking facilities. The applicant is providing a trash enclosure for the proposed dumpsters that is shown on the DSP and detail sheet. Landscaping, and an aluminum fence with columns will screen the loading area. The height of the fence should be provided on the plans to ensure that the screening requirement is met, and a detail and elevation should also be provided to show the fence materials.
 - e. **Section 4.7, Buffering Incompatible Uses**—The site is subject to Section 4.7 along a 59-foot-long portion of the western boundary that abuts an automotive paint store. The landscape plan shows that three shade trees and a six-foot-high board-on-board fence are provided in fulfillment of the requirement. A detail for the proposed six-foot-high board-on-board fence should be provided. In addition, the landscape bufferyard labels on the site plan should be shifted so they are legible.
 - f. **Section 4.9, Sustainable Landscaping Requirements**—Requires that a percentage of the proposed plant materials be native plants. A schedule demonstrating conformance with the requirement has been provided. The Section 4.9 schedule should be revised to reflect the correct amount of shade trees provided.
9. **Prince George’s Country Tree Canopy Coverage Ordinance:** The DSP is subject to the requirements of the Tree Canopy Coverage Ordinance. Section 25-128 of the Prince George’s County Code requires a minimum percentage of tree canopy coverage (TCC) on properties requiring a grading permit. Properties zoned I-2 are required to provide a minimum of 10 percent of the gross tract area in TCC.

	REQUIRED	PROPOSED
Tree Canopy	7,928 sq. ft.	10,776 sq. ft.

The overall development has a gross tract area of 1.82 acres and, therefore, a TCC of 0.182 acre, or 10,776 square feet, is required. The submitted landscape plan provides a worksheet indicating that this requirement will be addressed through the proposed planting of nine deciduous major shade trees, three columnar evergreen trees, and 22 small evergreen trees on-site, for a total of 34 trees and 10,776 square feet of provided TCC. This does not match what has been provided on the landscape plan, the planting schedule or the Section 4.9 schedule. The worksheet should be revised to accurately reflect the proposed plant material in conformance with TCC requirements.

The worksheet should also be signed and dated by a licensed landscape architect. A condition has been included in the Recommendation section of this report.

10. **Prince George’s County Woodland and Wildlife Habitat Conservation:** The site is subject to the provisions of the 2010 Prince George’s County Woodland and Wildlife Habitat Conservation Ordinance (WCO) because the property is greater than 40,000 square feet in size and it contains more than 10,000 square feet of existing woodlands.

The TCP worksheet shows a woodland conservation threshold of 0.03 acre and overall woodland requirement of 0.16 acre based on the proposed amount of clearing. The plan proposes to meet the requirement with 0.16 acre of fee-in-lieu in the amount of \$6,272.64. The Type 2 Tree Conservation Plan (TCP2) as submitted has been reviewed and was found to satisfy the Woodland Conservation Ordinance. No further information is required regarding the TCP2 at this time.

The Zoning Ordinance requires that the Planning Board finds: “...the site plan demonstrates the preservation and/or restoration of the regulated environmental features in a natural state to the fullest extent possible” (Section 27.239.02 (a)(6)(A)(iii)).

Impacts to regulated environmental features must first be avoided and then minimized. If impacts to the regulated environmental features are proposed, a statement of justification must be submitted in accordance with Section 27.239.02 (a)(6)(A)(iii) of the Subdivision Regulations. The justification must address how each impact has been avoided and/or minimized. A letter of justification for the proposed impacts was received on October 3, 2016.

This property is almost entirely within the 100-year floodplain. This feature comprises part of the Primary Management Area (PMA) on the subject property in accordance with the Subdivision Regulations. The letter requests the validation of 1.62 acres of existing impacts to the PMA for the removal of three existing buildings and a parking lot and construction of a new three-story consolidated storage facility and associated parking for consolidated storage use. An exhibit was submitted along with the letter showing the general redevelopment of the site including all associated infrastructure. Because the site is already developed and because the proposed redevelopment will require stormwater management approval with the required floodplain controls, thus improving water quality over what exists on-site, staff supports the proposed impact. Staff finds that the regulated environmental features on the subject property have been preserved and/or restored to the fullest extent possible given the unusual development constraints of the property.

11. **Referral Comments:** The subject application was referred to the concerned agencies and divisions. The referral comments are summarized as follows:

- a. **Historic Preservation Section**—In a memorandum dated August 2, 2016, the Historic Preservation Section indicated that they had reviewed the subject DSP and determined that the proposal would have no impact on Prince George’s County historic sites, historic resources, or known archeological sites.
- b. **Community Planning Division**—In a memorandum dated August 24, 2016, the Community Planning Division provided the following summarized comments.

- (1) This application is located within a designated Employment Area growth policy area of the General Plan. *Plan Prince George's 2035 General Plan* describes Employment Areas as areas commanding the highest concentrations of economic activity in four targeted industry clusters and recommends continuing to support business growth in these areas, concentrating new business development near transit, where possible, improving transportation access and connectivity, and creating opportunities for synergies.

The Plan 2035 Strategic Investment Program places this property in a designated priority investment area—the Innovation Corridor. Plan 2035 describes the Innovation Corridor as the area that has the highest concentrations of economic activity in our four targeted industry clusters and the greatest potential to catalyze future job growth, research, and innovation in the near- to mid-term. “This Innovation Corridor is well positioned to capitalize on the synergies that derive from businesses, research institutions, and incubators locating in close proximity to one another and on existing and planned transportation investment, such as the Purple Line.”

- (2) The proposed application is not inconsistent with the 2001 *Greenbelt Metro Area Approved Sector Plan and Sectional Map Amendment*. The Greenbelt Metro Area Sector Plan recommends that “incompatible industrial uses in the southern portion of North College Park (Branchville) should be phased out and the land should be redeveloped with appropriate residential uses” (page 121). Implementation of this recommendation would require the reclassification of the subject property into an appropriate zone for residential development. It is also noted that the Greenbelt Metro Area Sector Plan is a long-range plan, and that the conversion of an existing heavy-industrial use to a light-industrial use is a step toward the envisioned land use.
- (3) The 2001 *Greenbelt Metro Area Approved Sector Plan and Sectional Map Amendment* shows the subject property in the Light Industrial (I-1) Zone. Subsequent research reveals that this was an error in the 2001 ASMA and that the correct zoning is I-2. An errata sheet has been prepared for the 2001 SMA.

- c. **Transportation Planning Section**—In a memorandum dated October 13, 2016, the Transportation Planning Section offered the following summarized comments:

Vehicular access to the site will be limited to two new full access driveways from Branchville Road, both to the west of its intersection with 51st Place. The proposed easternmost driveway will access the seven office parking spaces. The other driveway will serve the consolidated storage facility.

Branchville Road is incorrectly identified by the 2009 *Approved Countywide Master Plan of Transportation* (MPOT) as a master-planned industrial road (I-200) with a 70-foot right-of-way. Per the 2001 *Greenbelt Metro Area Approved Sector Plan and Sectional Map Amendment* (Sector Plan) this portion of Branchville Road was recommended to be a local access roadway and not part of any planned transportation system. For this reason, an errata sheet has been prepared and approved by the Planning Department which deletes this portion of Branchville Road from the 2009 MPOT. The limits of the right-of-way should be clearly delineated on the site plan.

The portion of Branchville Road fronting the subject property is a two-lane undivided roadway which is owned and maintained by the City of College Park. To construct the streetscape and pedestrian elements recommended by staff and the City of College Park, the applicant and the City of College Park have mutually agreed on a schematic plan (attached) that shows a 25-foot-wide dedication along the entire property's frontage on Branchville Road. The schematic plan further shows a four-foot-wide sidewalk separated from the travel lanes by a three-foot-wide planting strip.

The site also fronts on Greenbelt Road (MD 193), a master plan arterial roadway with a variable right-of-way (120-200 feet). No additional right-of-way dedication is required for this facility.

The proposed on-site circulation and layout are acceptable.

Conclusion

From the standpoint of transportation, it is determined that this plan is acceptable and meets the findings required for a detailed site plan as described in Section 27-285.

Comment: A condition is included in the Recommendation section of this report requiring the plan be revised to show dedication to the City of College Park and improvements in accordance with the attached staff exhibit, as proffered by the applicant.

- d. **Subdivision Review Section**—In a memorandum dated August 2, 2016, the Subdivision Review Section offered the following comments:

The subject property is composed of Parcel 85, which has not been the subject of a preliminary plan of subdivision or record plat, and is a legal acreage parcel. The property is located on Tax Map 25 in Grid F-4, and is approximately 1.82 acres. The property is zoned I-2 (Heavy Industrial) and is currently improved with 21,378 square feet of gross floor area for a truck repair use. The detailed site plan proposes to raze the existing structure and redevelop the property with a new 116,370-square-foot consolidated storage facility.

Based on the aerial photos provided on PGAtlas, the existing structure was built prior 1991. The site is exempt from the requirement of filing a preliminary plan of subdivision pursuant to Section 24-107(c)(7)(D) of the Subdivision Regulations because development of more than 5,000 square feet of gross floor area, which constitutes at least 10% of the total area of a site that is not subject to a Regulating Plan approved in accordance with Subtitle 27A of the County Code, has been constructed pursuant to a building permit issued on or before December 31, 1991. The existing conditions plan should note the date that the original building was constructed on the site.

In order for the above preliminary plan exemption to remain valid, a building permit for the proposed structure should be approved prior to the razing of the existing structure.

There are no other subdivision issues at this time.

e. **Trails**—In a memorandum dated August 16, 2016, the Transportation Planning Section stated that they had reviewed the subject project for conformance with the requirements of the 2009 *Approved Countywide Master Plan of Transportation* (MPOT) and the 2001 *Greenbelt Metro Area Approved Sector Plan and Sectional Map Amendment* (area master plan and SMA) offered the following summarized comments:

- The recommendations herein are supported by the 2009 *Approved Countywide Master Plan of Transportation* (MPOT), which contains Complete Streets Policies. The Complete Streets Section of the MPOT includes the following policies regarding sidewalk construction and the accommodation of pedestrians.

POLICY 1: Provide standard sidewalks along both sides of all new road construction within the Developed and Developing Tiers.

POLICY 2: All road frontage improvements and road capital improvement projects within the developed and Developing Tiers shall be designed to accommodate all modes of transportation. Continuous sidewalks and on-road bicycle facilities should be included to the extent feasible and practical.

- The application is subject to the recommendations of the 2001 *Greenbelt Metro Area Approved Sector Plan and Sectional Map Amendment*. The transportation chapter recommends that Branchville Road become part of a larger pedestrian network. Map 6 shows the proposed pedestrian network along property frontages, which includes Branchville Road in College Park (page 46). On page 56, the plan recommends integrating pedestrian walks, bicycle lanes and multiuse trails into existing communities, commercial centers, and new developments within the entire Sector Plan Area “to provide a viable transportation mode that is a cost-effective, energy-efficient and environmentally sensitive alternative to the automobile.”

On page 57, the plan recommends that sidewalks shall be defined by interesting buildings and open spaces and punctuated with site furnishings and street trees to create an active and comfortable street environment. The plan’s recommended site furnishings include pedestrian-scaled lighting, planters, benches, trash receptacles, bicycle racks, banners and signs. The plan recommends that sidewalks be provided to building entrances and rear parking lots.

- The master plan recommends integrating pedestrian walks into the community and providing bicycle amenities. It is recommended that the applicant provide sidewalks along the entire subject property frontage. The sidewalk should be connected to the building’s entry walk that leads to Branchville Road. The sidewalk should be enhanced with landscaping and other amenities.

There are no existing crosswalks on Branchville Road. There are generally few sidewalks in the vicinity of the application. The streets 51st Place and 51st Avenue are nearby, but neither of these streets contain sidewalks. Because of the lack of a sidewalk network, crosswalks are not recommended at this time.

- The subject property also has frontage on Greenbelt Road, which is a master-planned bikeway that was approved with the adoption of the 2009 *Approved Countywide Master Plan of Transportation*.

The area master plan does not make a specific recommendation for bicycle facility on Branchville Road (see Map 7), however, the master plan does recommend the inclusion of bicycle features along planned sidewalks and roads.

Because there are many planned trails in the area, and biking is allowed on all roads, it is recommended that the applicant provide a minimal amount of bicycle parking on-site to implement the County's Complete Streets policies (above) by providing bicycle parking on site and adjacent to existing and planned bikeways.

Comment: Conditions including the provision of a sidewalk along Branchville Road and bicycle parking are included in the Recommendation section of this report.

f. **Permit Review Section**—In a memorandum dated August 3, 2016, the Permit Review Section offered numerous comments that have been either addressed by revisions to the plans or by conditions in the Recommendation section of this staff report.

g. **Environmental Planning Section**—In a memorandum dated October 17, 2016, the Environmental Planning Section provided the following summarized comments.

- (1) The site has been previously developed with an existing parking lot and three buildings occupying the majority of the property. A small area of woodlands exist along the southern property boundary. The site is located within the Indian Creek watershed that drains into the Anacostia River Basin.

According to the Sensitive Species Project Review Area (SSPRA) map prepared by the Maryland Department of Natural Resources Natural Heritage Program, there are no rare, threatened, or endangered (RTE) species found to occur on or in the vicinity of this property. There are no streams, waters of the U.S., or wetlands associated with the site; however, this site is almost entirely within an area of 100-year floodplain. The site is not identified as containing Forest Interior Dwelling Species (FIDS) or FIDS buffer and does not share frontage with any historic or scenic roadways. The site is located within the Environmental Strategy Area 1 (formerly the Developed Tier) of the Regulated Environmental Protection Areas Map as designated by *Plan Prince George's 2035 Approved General Plan* (Plan Prince George's 2035). According to the *2005 Approved Countywide Green Infrastructure Plan*, the site is entirely within the Regulated Area of the designated network of the plan.

- (2) An approved Natural Resource Inventory plan (NRI-207-2015) was submitted with the review package, which was approved on January 12, 2016. There are regulated environmental features such as 100-year floodplain which comprise the Primary Management Area. The site also contains 0.28 acre of woodland and no specimen trees. In accordance with approved NRI-082-07-01 no specimen, champion, or historic trees have been identified on the subject property. No further information is required regarding specimen, champion, or historic trees.
- (3) A Stormwater Management Concept Approval Letter (41022-2015-00) and associated plan were submitted with the application for this site. The approval was issued on July 19, 2016 with this project from the Prince George County Department of Permitting, Inspections and Enforcement (DPIE). Requirements

are proposed to be met through a combination of onsite attenuation and fee-in-lieu. The approved plan proposes four micro-bioretenment facilities, and a network of pipes and outfalls that drain to an existing drainage easement along Greenbelt Road (MD 193). A fee-in-lieu amount of \$6,933.00 is required for on-site attenuation/quality control measures.

There are several conditions of approval associated with this letter that the applicant must address prior to approval of a site development fine grading permit. Although most of the comments are not in conflict with the approval of this DSP application, Condition 7 is in conflict as it requires the applicant to “relocate building out of the 100-year overflow path. Current site design is blocking 100-year overflow and is unacceptable”. Because of this conflict, the DSP and TCP2 should not be certified until after the location of the building is finalized and approved with the final set of stormwater management approvals by DPIE.

- (4) The proposed use will generate noise from vehicular traffic; however, the site is not surrounded by any residential properties. The site has frontage along Greenbelt Road (MD 193), a master planned arterial roadway that is a traffic noise generator. Because the proposed use is not residential, traffic generated noise is not regulated in relation to the subject application. No additional information is required concerning noise for the subject property.
- (5) The predominant soils associations found to occur on-site, according to the U.S. Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) Web Soil Survey (WSS), are the Russett-Christiana Urban land complex, and Urban land-Zekiah complex soils. According to available information Marlboro clay is not identified on the property; however, Christiana complexes are known to occur on-site. This information is provided for the applicant’s benefit. The County may require a soils report in conformance with County Council Bill CB-94-2004 during the building permit process review.
- h. **Prince George’s County Fire/EMS Department**—Comments had not been received from the Fire Department at the time this report was written.
- i. **Prince George’s County Department of Permitting, Inspections and Enforcement (DPIE)**—In an e-mail received on October 14, 2016, DPIE indicated that they have been reviewing a floodplain waiver request for the subject site. After they have completed their review of the latest submission, they will provide comments on the DSP, building layout, and what changes may be necessary to address the floodplain issues on this site.
- j. **Prince George’s County Police Department**—Comments had not been received from the Police Department at the time this report was written.
- k. **Prince George’s County Health Department**—In a memorandum dated September 7, 2016, the Health Department stated that they had completed a health impact assessment review of the DSP and offered the following comments.

- (1) Scientific research has demonstrated that a high quality pedestrian environment can support walking for both utilitarian purposes and for pleasure, leading to positive health outcomes. The site plan indicates that a sidewalk will be constructed on Branchville Road adjacent to the proposed site.
- (2) There is an increasing body of scientific research suggesting that artificial light pollution can have lasting adverse impacts on human health. Indicate that all proposed exterior light fixtures will be shielded and positioned so as to minimize light trespass caused by spill light.

Comment: A condition is included in the Recommendation section of this report to address this issue.

- (3) During the demolition/construction phases of this project, no dust should be allowed to cross over property lines and impact adjacent properties. Indicate intent to conform to construction activity dust control requirements as specified in the *2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control*.

Comment: A condition is included in the Recommendation section of this report that addresses this issue.

- (4) During the demolition/construction phases of this project, no noise should be allowed to adversely impact activities on the adjacent properties. Indicate intent to conform to construction activity noise control requirements as specified in Subtitle 19 of the Prince George's County Code.

Comment: A condition is included in the Recommendation section of this report that addresses this issue.

- l. **Maryland State Highway Administration (SHA)**—In an e-mail dated August 17, 2016, SHA stated that any work in an SHA right-of-way will require SHA plan review and approval before issuance of any permit. No direct access is allowed on Greenbelt Road (MD 193).

Comment: The applicant has been informed of the comments.

- m. **Washington Suburban Sanitary Commission (WSSC)**—In comments received August 12, 2016, WSSC gave general guidance to the applicant regarding existing and proposed water and sewer connections, noting that the plan does not currently meet all WSSC easement requirements. WSSC's requirements will be met through their separate permitting process.
- n. **Verizon**—Comments had not been received from Verizon at the time this report was written.
- o. **Potomac Electric Power Company (PEPCO)**—Comments had not been received from PEPCO at the time this report was written.
- p. **City of College Park**—The City of College Park's comments will be presented to the Planning Board at the time of the public hearing for this DSP (November 3, 2016).

12. As required by Section 27-285(b)(1) of the Zoning Ordinance, the detailed site plan represents a reasonable alternative for satisfying the site design guidelines of Subtitle 27, Part 3, Division 9 of the Prince George's County Code without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use.
13. Per Section 27-285(b)(4) of the Zoning Ordinance, which became effective on September 1, 2010, a required finding for approval of a detailed site plan is as follows:
 - (4) The Planning Board may approve a Detailed Site Plan if it finds that the regulated environmental features have been preserved and/or restored in a natural state to the fullest extent possible in accordance with the requirements of Subtitle 24-130(b)(15).**

Comment: Because the site is already developed and the proposed redevelopment will require stormwater management approval with the required floodplain controls, water quality will be improved over what exists on-site. The regulated environmental features on the subject property have been preserved and/or restored to the fullest extent possible given the unusual development constraints of the property.

RECOMMENDATION FOR DETAILED SITE PLAN DSP-15031

Based upon the foregoing evaluation and analysis, the Urban Design staff recommends that the Planning Board adopt the findings of this report and DISAPPROVE the request for a variance of 10 feet from the building setback requirements and APPROVE Detailed Site Plan DSP-15031 for EZ Storage College Park, subject to following conditions:

1. Prior to certification of the detailed site plan (DSP), the following revisions shall be made to the plans:
 - a. Revise the site plan to show the required 25-foot building setback from Branchville Road.
 - b. The gross floor area (116,370 square feet) of the proposed new building shall be reflected consistently throughout the plan set.
 - c. The site data shall indicate the correct percentage of the required green area.
 - d. Provide building dimensions on the plans.
 - e. The limits of the Branchville Road right-of-way shall be clearly delineated on the site plan.
 - f. The existing conditions plan shall note the date that the original building was constructed on the site.
 - g. All fencing shall have vertical posts and vertical rails facing the interior of the lot.
 - h. The architectural elevations shall be revised to either remove the proposed signage or shall include all proposed signage.

- i. The applicant shall provide dedication and frontage improvements as proffered for the project consistent with the exhibit provided by the applicant, and which conform to the following requirements:
 - Dedication of 25 feet of frontage width to the City of College Park along Branchville Road, including a three-foot-wide planting strip, and a four-foot-wide sidewalk connecting to the entry walk and to the main entry of the building.
- j. Provide a minimum of two bicycle parking spaces on-site located close to the main entrance of the building. A detail of the bicycle rack shall show that it is anchored in a concrete base.
- k. Provide a general note as follows:

“During the demolition/construction phases of this project, the applicant shall conform to construction activity dust control requirements as specified in the 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control, and the construction noise control requirements as specified in the Code of Maryland Regulations (COMAR).”
- l. The landscape plan shall be revised to show the following.
 - (1) The Section 4.2 schedule shall indicate that the requirement for street trees along Greenbelt Road has been fulfilled by a 25-foot-wide strip of existing trees.
 - (2) The Section 4.9 schedule shall be revised to reflect the correct amount of shade trees provided.
 - (3) Provide a detail all proposed fences including height, building materials, and elevations.
 - (4) Clearly label the landscape bufferyards on the site plan.
 - (5) The Tree Canopy Coverage worksheet shall be revised to accurately reflect the proposed plant materials in conformance with tree canopy coverage requirements. The worksheet shall also be signed and dated by a licensed landscape architect.
- m. The site plan shall indicate that all proposed exterior light fixtures will be shielded and positioned so as to minimize light trespass caused by spill light.
- n. The site plan shall show that all required parking spaces are provided on-site.
- o. A copy of the approved final stormwater management plan shall be submitted to verify the location of the proposed building as it relates to the 100-year overflow path.

16-G-132

M-NCPPC
budget
requests



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING AGENDA ITEM**

AGENDA ITEM NUMBER 16-G-132

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: October 25, 2016

Presented By: Bill Gardiner

Consent Agenda: No

Originating Department: Administration

Action Requested: Authorize the Mayor to send correspondence on behalf of the City to M-NCPPC regarding their FY'18 budget

Strategic Plan Goal: Goal 4 - Quality Infrastructure

Background/Justification:

The Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission (M-NCPPC) has scheduled two public forums this fall to solicit comments on the Commission's budget for planning, parks, and recreation in Prince George's County for the next fiscal year. Written comments will be accepted until close of business, Friday, October 28, 2016.

Councilmembers discussed and supported the following projects that it would like M-NCPPC to include in its upcoming budget:

- Hiker/biker trail connection to the new Paint Branch Playground
- Hollywood Park improvements including the conversion of softball fields to soccer and cricket; construction of a new track; and pavilion enhancements
- Capital funding for the Connector Trail in College Park Woods
- Improvements to the Acredale dog park

Additionally, the Council supported informing M-NCPPC that it does not support the proposed stormwater pond project at Hollywood Park.

Fiscal Impact:

None

Council Options:

- #1: Authorize the Mayor to sign and send a letter to M-NCPPC outlining the projects noted above that it would like to be funded in the FY18 budget.
- #2: Amend the draft letter to M-NCPPC and authorize the Mayor to send it.
- #3: Do not send a letter at this time.

Staff Recommendation:

#1

Recommended Motion:

I move to authorize the Mayor to send correspondence to M-NCPPC on behalf of the City outlining projects the City would like to be funded in the FY'18 M-NCPPC budget.

Attachments:

- 1. Draft letter

October 26, 2016

Elizabeth M. Hewlett, Chair
Prince George's County Planning Board
M-NCPPC
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772

RE: Proposed FY18 M-NCPPC Budget

Dear Chair Hewlett:

Thank you for the opportunity to provide input for the upcoming M-NCPPC budget. We greatly appreciate recent M-NCPPC investments in our area, such as the study for a recreation facility in the north College Park area, the new Airport Operations Building, and the Paint Branch Playground, and we look forward to continued collaboration.

The City Council requests that M-NCPPC consider funding improvements to Hollywood Park as presented in the attached NCPCA Hollywood Park Committee report. The Council respectfully requests that that proposed stormwater pond project at Hollywood Park be withdrawn from further consideration. The Council also requests funding to connect the Paint Branch Playground to the hiker/biker trail, and to construct the connector trail in College Park Woods.

The City Council would also like to repeat a 2015 request for additional funding (if it has not already been identified) to the Acredale Park project so the dog facilities can be relocated out of the flood area.

Thank you for your work in support of these projects.

Sincerely,

Patrick L. Wojahn
Mayor

Attachment: Report of the NCPCA Committee on Proposed Stormwater Management Pond and Changes to Recreational Uses in M-NCPPC Hollywood Neighborhood Park

Cc: County Council Member Mary Lehman, District 1
County Council Member Dannielle Glaros, District 3

16-G-133

Hollywood
Neighborhood
Park



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING AGENDA ITEM**

AGENDA ITEM NUMBER 16-G-133

Prepared By: Bill Gardiner
Assistant City Manager

Meeting Date: October 25, 2016

Presented By: Bill Gardiner

Consent Agenda: No

Originating Department: Administration

Action Requested: Authorize the Mayor to send correspondence on behalf of the City to Prince George's County opposing the proposed stormwater pond at Hollywood Park

Strategic Plan Goal: Goal 4 - Quality Infrastructure

Background/Justification:

M-NCPPC met with the North College Park Civic Association (NCPCA) to discuss a proposed stormwater pond and other changes to Hollywood Park. NCPCA created a committee to study the proposal and after meeting in September and October the committee issued a report. According to the report (attached), the proposed stormwater management pond would directly impact approximately 1.5 acres of the park, and would require the removal of about 40 mature trees. The report states that the proposed pond would destroy important natural and recreational features of the park, and it recommends the following: investigate alternative water treatment strategies; enhance the existing pavilion; convert the softball field and adjacent lawn to a soccer and cricket field; and construct a workout track.

During the Council Worksession on October 18, Councilmembers requested that a letter be sent to the directors of the County Department of the Environment and the Department of Parks and Recreation stating the City's support for the NCPCA position on the proposed stormwater pond and related project.

Fiscal Impact:

None

Council Options:

- #1: Authorize the Mayor to sign and send a letter to M-NCPPC outlining the projects noted above that it would like to be funded in the FY18 budget.
- #2: Amend the draft letter to M-NCPPC and authorize the Mayor to send it.
- #3: Do not send a letter at this time.

Staff Recommendation:

#1

Recommended Motion:

I move to authorize the Mayor to send correspondence to the directors of the Department of the Environment and the Department of Parks and Recreation stating the City's support for the NCPCA position on the proposed stormwater pond and related project.

Attachments:

- 1. Draft letter
- 2. Report of the NCPCA Committee on Proposed Stormwater Management Pond and Changes to Recreational Uses in M-NCPPC Hollywood Neighborhood Park

October 26, 2016

Mr. Adam Ortiz, Director
Prince George's County Department of the Environment
1801 McCormick Drive, Suite 500
Upper Marlboro, MD 20772

Mr. Ronnie Gathers, Director
Department of Parks and Recreation
M-NCPPC
6600 Kenilworth Avenue
Riverdale, MD 20737

Dear Mr. Ortiz and Mr. Gathers:

A concept plan for construction of a stormwater management pond in M-NCPPC Hollywood Neighborhood Park was presented to residents at the September 8, 2016 North College Park Citizens Association (NCPCA) meeting. At its October 18, 2016 Worksession, the Mayor and Council of College Park reviewed the adopted conclusions and report of NCPCA. The City Council concurs with the findings and conclusions of the NCPCA report, and requests that your offices discontinue any further planning for construction of an open stormwater pond in Hollywood Park.

For your convenience, we have attached a copy of the report which describes several findings of the committee regarding Hollywood Neighborhood Park. The report and recommendations were developed after meetings with M-NCPPC staff. City Councilmembers Fazlul Kabir, Christine Nagle and Mary Cook were present when key features of the report were discussed with Ms. Eileen Nivera and other M-NCPPC staff on October 7.

We also request that you consider the proposed alternative water treatment strategies identified in the report, and actively consider the feasibility of the desired recreational improvements. Some of the proposed improvements will require substantial investment for planning and construction, while others such as improved signage, upgrades to park furniture, trash and recycling containers, the restoration of turfgrass in eroded areas, and tree plantings might be relatively easy to accommodate in stages over the next year or so.

Hollywood Neighborhood Park is a popular and well used facility that is within easy walking distance of hundreds of nearby homes in College Park. The Mayor and Council agree with the members of the North College Park Citizens Association that the existing picnic pavilion and other recreational facilities and natural features of Hollywood Park should be preserved, protected, and enhanced for the future use of residents.

Thank you for your attention to these concerns, and for helping to ensure the future success and enjoyment of Hollywood Park.

Sincerely,

Patrick L. Wojahn
Mayor

Cc: Rushern Baker, III, Prince George's County Executive
County Council Member Mary Lehman, District 1
County Council Member Dannielle Glaros, District 3

**Report of NCPCA Committee
on Proposed Stormwater Management Pond and Changes
to Recreational Uses in M-NCPPC Hollywood Neighborhood Park**

**Final Report for Presentation
October 11, 2016**

1. Charge and Process.

Formation. The Committee was formed at the September 8th NCPCA meeting to review a concept plan presented by M-NCPPC / Soltesz Engineering which included a large stormwater pond and changes to existing uses of Hollywood Park. The Committee was charged to review the concept plan and develop comments for future Park improvements on behalf of NCPCA. The appointed Committee Members were Mark Shroder, Matt Dernoga, Christine O'Brien, Dave Pfeiffer, and John Krouse who served as Chair.

1st Meeting - September 19th. The full Committee met with City Councilmember Fazlul Kabir at Hollywood Park to review the existing recreational facilities, drainage ways and natural areas of Hollywood Park, and to consider future recreational uses, potential improvements to Park facilities, and possible strategies for TMDL water quality treatment credit in various areas of the Park.

2nd Meeting - October 7th. Christine O'Brien, Dave Pfeiffer, Mark Shroder and John Krouse met with Park Planner Eileen Nivera and three M-NCPPC park planning and maintenance staff. Also in attendance were Joe Smith, Chair of College Park Tree & Landscape Board, City Councilmembers Fazlul Kabir, Christine Nagle, and Mary Cook. Imran Khan and Lisa Ealley participated as guests. The agenda included discussion of existing Park features that should be preserved, ideas for future recreational improvements, and alternative concepts for water quality treatment credit. No new information regarding the design of the proposed stormwater pond was presented.

Final Report - October 11th. This report was developed with concurrence of the Committee Members for presentation at the NCPCA meeting on October 13th.

2. Review Materials. Three documents were provided to the Committee, and they are attached.

a. Plan. A plan provided by Soltesz showed the site of a proposed stormwater pond with a large area of forest clearing, as well as the site of a relocated picnic pavilion, a new turfgrass play area, walking trails and tree plantings. Individual tree removals were not shown.

b. Maps. Two maps provided by Steve Halpern, City Engineer of College Park, identify the drainage area, inlets, pipes and path of stormwater as it flows through the Park and into the large Metro pond on the east side of the railroad tracks.

3. Findings. The Committee made several findings:

a. Stormwater Pond. The proposed open stormwater management pond involves an area of \pm 1.5 acres, including areas required for excavation and grading.

- The Committee believes that construction within the proposed limits would remove approximately 40 mature trees, many of which are over 2 ft. in diameter, and most of which are over 60 ft. tall.

- The Committee noted several likely negative impacts of the proposed pond, including the creation of water hazards, increased mosquito populations, the entrapment of stormwater debris and litter in pond areas, and the need for consistent maintenance to prevent nuisances.
- The Committee is concerned that the extensive loss of mature trees and forest canopy to construct the pond would increase light, noise and visual impacts from the adjacent Metro station and railroad, and that all of these negative factors were detrimental to Park patrons and to nearby residential areas.
- The Committee believes that a new pond in Hollywood Park would provide substantially similar water treatment to the existing Metro pond. Rather than providing additional environmental benefits, the Committee feels that the proposed pond would destroy valuable environmental and community assets, impair the character of the Park, and significantly reduce both active and passive recreational uses of the Park.
- On balance, the Committee feels that the destruction of the picnic pavilion and the large trees and natural forest that surround it is unacceptable, and that an open stormwater pond is an incompatible use within the context of Hollywood Neighborhood Park.

b. Alternative Water Treatment Strategies. The Committee recommends the following strategies to enhance Hollywood Neighborhood Park, improve water quality, and obtain TMDL water quality credit. These strategies are suggested as acceptable alternatives to the proposed stormwater management pond.

- **Tree Planting.** Many trees have been lost in the Park through the years, and increased plantings at forest edges and within new and existing naturalized areas would increase the forest canopy, provide TMDL water quality credit, and provide additional screening to reduce noise and light pollution into the Park and nearby homes from Metro and railroad areas.
- **Turfgrass.** Large bare soil areas near the baseball field and basketball courts do not have adequate turfgrass groundcover and are eroding. The area around the stormwater inlet behind the baseball field is in poor condition, and all of these areas could be regraded and restored with topsoil and turfgrass to improve function, aesthetics and water quality.
- **Impervious Pavement.** A large area of abandoned asphalt pavement in the northeast corner of the Park, which may have formerly been a basketball court, could be removed and native trees could be planted for TMDL water quality credit.
- **West Side of Parking Lot.** Infiltration rain gardens with native plantings and subdrains into the nearby stormwater drain pipe constructed within the existing turfgrass area could divert and treat runoff from the parking lot and provide TMDL water quality credit.
- **South End of Parking Lot.** A bioretention area with native shrubs constructed within the existing turfgrass area, and reconstruction of the existing stormwater inlet with subdrains into the drain pipe could divert and treat a large area of runoff from the parking lot and provide significant TMDL water quality credit.

- **Unroofing of Drain Pipe.** The drain pipe south of the parking lot to the south border of the Park could be unroofed in whole or in part to create a naturally drained area with native plantings. Some areas adjacent to the unroofed pipe could be converted to naturalized meadow and trees to improve habitat and provide TMDL water quality credit.
 - **Pervious Pavement.** The Park includes a large area of pavement in driveways and parking areas, and these paved areas are necessary. However, if any reconstruction of the existing paved areas are contemplated, consideration should be given to restoration of paved areas using pervious pavement materials.
- c. Proposed Picnic Pavilion.** The proposed site is near a large area of abandoned asphalt at the northeast end of the Park.
- The Committee feels that the proposed site is far from parking facilities, too secluded, and likely prone to crime.
 - The Committee does not feel that the location of the proposed pavilion would be as convenient, attractive or safe as the existing pavilion.
- d. Proposed Play Field.** The proposed field is relatively small, and no uses were identified for it.
- The Committee feels that the existing small softball field and the lawn that extends beyond the outfield fence of the large softball field are suited for soccer and cricket.
 - The Committee recommends that any reconstruction of the small softball field and nearby lawn areas should provide separate play fields for cricket and soccer activities.
- e. Pathways & South Entrance.** Some new paths are desirable, and the south entrance at Lackawanna Street is not as convenient or as attractive as it could be.
- The Committee feels that pedestrian-oriented improvements to the south entrance are needed for improved accessibility, and to make the Park more welcoming.
 - The Committee feels that a new light-duty pervious pedestrian path through frequently wet areas from the south entrance to the existing path between the tennis courts and picnic pavilion would be desirable.
 - The Committee feels that the feasibility of other light-duty pervious pedestrian paths to connect heavy foot traffic areas of the Park should be explored in the future.
- f. Park Facilities and Furniture.** The existing picnic pavilion and its furniture are popular and heavily used, but some benches, picnic tables, and trash containers are in poor condition. Improvements to the quality and quantity of furniture near the pavilion and ball fields would enhance the Park and encourage use.
- The Committee feels that the wooden picnic tables near the pavilion should be removed and replaced with picnic tables and benches on concrete slabs, and that one additional barbecue grill should be added.

- The Committee feels that existing trash containers of the Park should be upgraded, and that recycling containers should be added.
- The Committee feels that consideration should be given to improvements for ADA compliance and to promote accessibility by all users.
- The Committee feels that a welcoming sign with notice that the Park is closed after dark, and which provides park rules and phone number of Park Police should be installed outside the south entrance, and that a similar sign should be prominently installed at the north entrance.
- The Committee recommends study of the feasibility of constructing a 6-lane paved running workout track between the basketball courts and the fence of Al Huda School. The track would be 100 meters or 200 meters in length, and approximately parallel to the fence.
- The Committee recommends future study of seasonal and permanent restroom facilities, and other improvements that are consistent with existing Park features and recommendations of this Report.

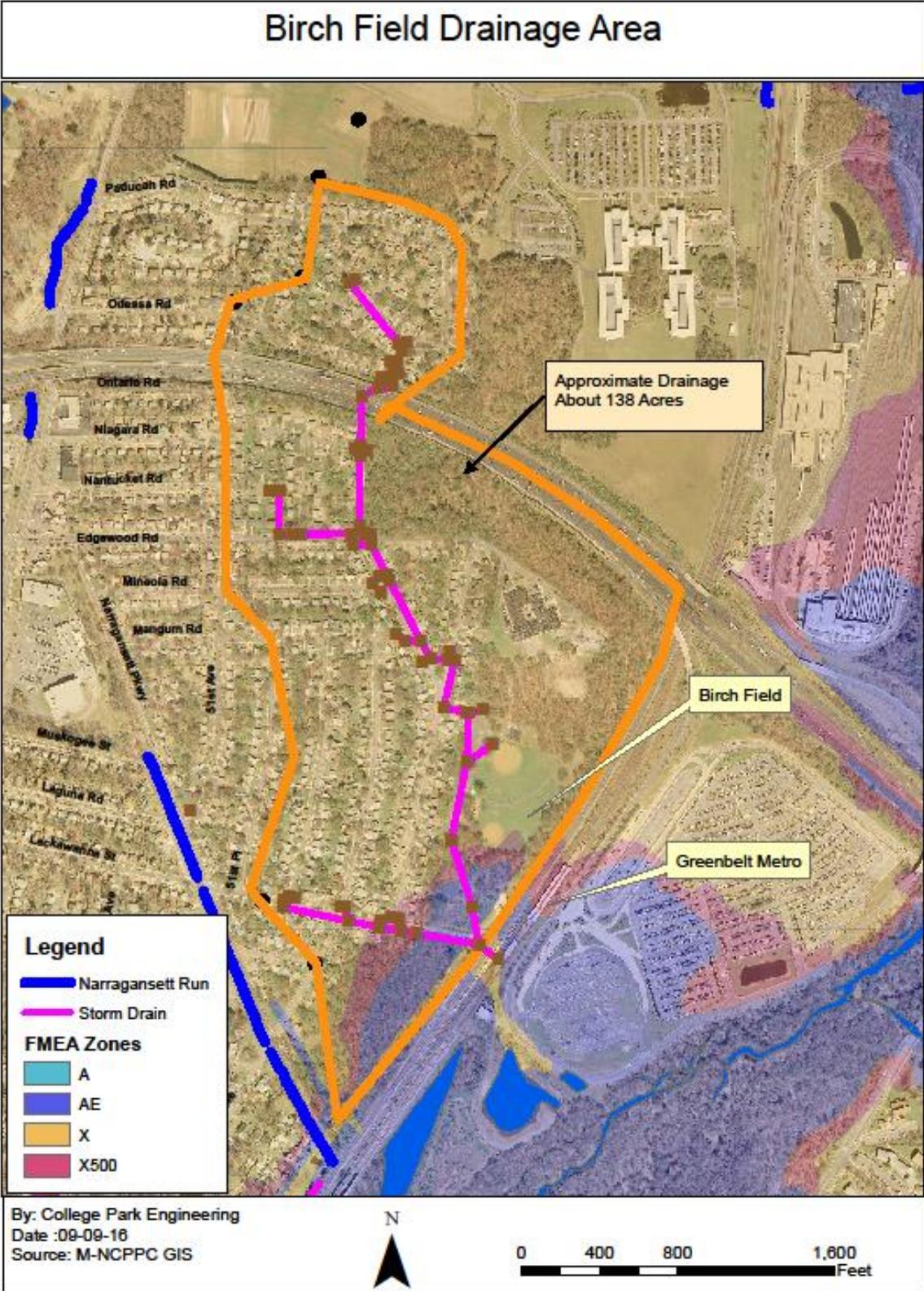
6. Conclusions. The Committee requests that this Report be accepted by the NCPCA Membership and that the following Conclusions be approved:

- a. The proposed stormwater pond would destroy important existing natural and recreational features of the Park, and would reduce future options for recreational development.
- b. The alternative water treatment strategies identified in this Report should be investigated to improve water quality and to obtain TMDL water treatment credit.
- c. The existing picnic pavilion and its mature trees and forest should be protected and enhanced.
- d. The conversion of the small softball field and nearby lawn areas to soccer and cricket, as well as pedestrian enhancements and improved park furniture would improve the appearance and recreational uses of the Park.
- e. The construction of a workout track for running practice would provide a recreational facility that does not exist in a convenient nearby location.
- f. No major changes are recommended to other existing natural areas, roadways, parking areas, play areas, large softball field, basketball courts or tennis courts. All of these features should be protected and enhanced as necessary to promote their future use by the community.

7. Additional Comments of Committee Members.

Matt Dernoga: These upgrades should be funded through Park and Planning capital improvement funds or other local and state funding sources such as program Open Space, not through the taking of half the park for a stormwater pond.







16-G-134

Branchville
Fire
Station
Staffing



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING AGENDA ITEM**

AGENDA ITEM NUMBER 16-G-134

Prepared By: R. W. Ryan
Director, Public Services

Meeting Date: October 25, 2016

Presented By: Robert W. Ryan
Director, Public Services

Consent Agenda: No

Originating Department: Public Services

Action Requested: Approval of letter to Prince George's County Fire Chief Marc Bashoor expressing concerns about staffing levels at the Branchville Volunteer Fire Department

Strategic Plan Goal: Goal 6: Excellent Services

Background/Justification:

Career staff of the Branchville Fire Station was previously transferred and is now staffed by only volunteers. Since the transfer, the Branchville Fire Station has attempted to sustain the same level of services but more and more frequently are not able to respond to calls as quickly as they believe is necessary. Volunteer Fire Chief Richard Leizear met with the City Council at last week's Worksession and advised that the Branchville Fire Station can no longer sustain an acceptable level of service as a station staffed by volunteers only. The Council determined they would support the Branchville Fire Station by sending a letter to Prince George's County Fire Chief Marc Bashoor requesting restoration of career fire staff in order to sustain Fire and EMS services 24/7/365 at this station.

Fiscal Impact:

None

Council Options:

- #1: Approve letter to Fire Chief Marc Bashoor
- #2: Approve letter to Fire Chief Marc Bashoor with amendments
- #2: Not approve letter to Fire Chief Marc Bashoor

Staff Recommendation:

#1

Recommended Motion:

I move to authorize the Mayor to send a letter to Fire/EMS Chief Marc Bashoor requesting restoration of career fire staff to the Branchville Fire station.

Attachments:

- 1. Draft Letter to Chief Bashoor

October 26, 2016

Marc S. Bashoor
Fire Chief
Prince George's County Fire/EMS Department
9201 Basil Court, #452
Largo, MD 20774

Dear Chief Bashoor:

The Mayor and Council of the City of College Park have recently become aware that the Branchville Volunteer Fire Company and Rescue Squad can no longer sustain an acceptable level of service as a station only staffed by volunteers. As you know, we had previously expressed our concern to you when career staff were transferred from Branchville. Despite significant efforts to sustain volunteer Fire and EMS services from this station, we understand that more and more frequently, this station is not able to respond to calls.

When you last spoke to the City Council you did explain the proximity of other Fire/EMS stations and the computer aided dispatch of closest units to a call for service. However, we believe that there are times when even a delay of minutes could result in a tragedy in our north and west College Park neighborhoods in Branchville's first due area. We are especially concerned with any delays in EMS services response. As our neighborhood "aging in place" populations grow, demands on EMS services will increase. Increased Beltway and Baltimore Avenue traffic will certainly result in increased responses to vehicle crashes needing EMS services.

We are appealing to you and County Executive Baker to provide weekday, daytime, career EMT staffing at the Branchville station. We will work with you to assist in any way we are able to recruit and retain volunteer firefighters and EMTs at Branchville VFC&RS. But we believe our residents deserve the supplemental career staffing necessary to sustain Fire and EMS services 24/7/365 at this City of College Park station.

We are available to discuss our request at any time convenient to you. Thank you for consideration of our request.

Sincerely,

Patrick Wojahn
Mayor

Cc: Rushern Baker, III, Prince George's County Executive
County Council Member Mary Lehman, District 1
County Council Member Dannielle Glaros, District 3
Mark Magaw, DCAO
Jay Tucker, Chairman, Fire Commission
William Cunningham, PGCVFRA

16-0-09

Adoption
Homestead
Tax
Credit
Rate

**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING AGENDA ITEM**



AGENDA ITEM NUMBER 16-O-09

Prepared By: Leo Thomas
Deputy Director of Finance

Meeting Date: October 25, 2016

Presented By: Gary Fields
Director of Finance

Consent Agenda: No

Originating Department: Finance

Action Requested: Adoption of Ordinance 16-O-09 to lower the City's Homestead Tax Credit Rate.

Strategic Plan Goal: Goal 6: Excellent Services

Background/Justification:

At the October 4, 2016 Worksession, Council discussed this item and staff provided cost estimates for lowering the City's Homestead Tax Credit Rate from its current rate of 4% to various lower rates. Council directed that an Ordinance be introduced to lower the rate from 4% to 2%. Ordinance 16-O-09 to implement this change was introduced on October 11. The Public Hearing was held earlier this evening.

It is estimated by the State Department of Assessments and Taxation (SDAT) that the City's FY 2018 Homestead Tax Credit will total \$236,995 at the City's current rate of 4% (this is a reduction from the tax revenue that the City would receive if there was no Homestead Tax Credit). That reduction of tax revenue to the City provides an average annual savings of \$121 to the 1,951 eligible owner-occupied homes in the City.

Section 9-105 (e) (4) of the Tax-Property Article of the Maryland Annotated Code establishes the deadline of November 25th for municipal corporations to set or alter their Homestead Credit, as well as notify SDAT of any change, for the taxable year beginning the following July 1st.

Fiscal Impact:

The additional cost (revenue reduction) resulting from lowering the City's Homestead Tax Credit Rate from 4% to 2% would be \$29,882. This would be reflected as a reduction to real property taxes in the FY 2018 Adopted Operating Budget. Future fiscal years would have a similar reduction in real property taxes as long as the rate remained at 2%.

Council Options:

- Option #1: Adopt Ordinance 16-O-09, to reduce the City's Homestead Tax Credit Rate from 4% to 2%.
- Option #2: Amend and then adopt Ordinance 16-O-09, to reduce the City's Homestead Tax Credit Rate from 4% to a different rate.
- Option #3: Take no action, which would leave the Homestead Tax Credit Rate at 4%

Staff Recommendation:

Option #3.

Recommended Motion:

If Council chooses to adopt Ordinance 16-O-09, the motion would be:
I move to adopt Ordinance 16-O-09, An Ordinance Of The Mayor And Council Of The City Of College Park, Maryland, Amending Chapter 175 "Taxation", Article II "Homestead Property Tax Credit", By Repealing And Reenacting §175-3 "Rate", To Change The Homestead Property Tax Credit Rate From 104% To 102%.

Attachments:

1. Ordinance 16-O-09

ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND,
AMENDING CHAPTER 175 “TAXATION”, ARTICLE II “HOMESTEAD PROPERTY
TAX CREDIT”, BY REPEALING AND REENACTING §175-3 “RATE”, TO CHANGE
THE HOMESTEAD PROPERTY TAX CREDIT RATE FROM 104% TO 102%.

WHEREAS, Section 9-105(e) of the Tax-Property Article of the Annotated Code of Maryland, provides that on or before November 25th of any year, the governing body of a municipal corporation may set or alter a homestead credit percentage for the taxable year beginning the following July 1 and any subsequent tax years; and

WHEREAS, Section 9-105 of the Tax-Property Article, Annotated Code of Maryland, allows the City to establish a homestead property tax credit percentage for the City property tax for each taxable year under certain circumstances; and

WHEREAS, State law further provides that if the City does not set a rate, by law, as required, that the percentage shall be the percentage as previously set by the City of College Park; and

WHEREAS, the Homestead Property Tax Rate in the City is currently 104%; and

WHEREAS, the Mayor and City Council have determined that the homestead property tax credit beginning July 1, 2017 and subsequent tax years shall be 102%; and

WHEREAS, pursuant to Section 9-105(e) of the Tax-Property Article of the Annotated Code of Maryland, municipal corporations must notify the State Department of Assessments and Taxation of any action taken on or before November 25 preceding the taxable year for which action is taken.

CAPS : Indicate matter added to existing law.
[Brackets] : Indicate matter deleted from law.
Asterisks * * * : Indicate matter remaining unchanged in existing law but not set forth in Ordinance

Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland that Chapter 175 “Taxation”, Article II “Homestead Property Tax Credit” §175-3, “Rate” be and is hereby repealed and reenacted with amendments as follows:

§175-3 Rate.

The homestead property tax credit for city tax purposes is set at [~~104~~] 102%.

Section 2. BE IT FURTHER ORDAINED AND ENACTED by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall post at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, and on the City cable channel, and if time permits, in any City newsletter, the proposed ordinance or a fair summary thereof together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council.

The public hearing, hereby set for 7:30 P.M. on the 25th day of October, 2016, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. This Ordinance shall become effective on _____, 2016 provided that, as soon as practicable after adoption, the City Clerk shall post a fair summary of the Ordinance and notice of its adoption at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, on the City cable channel, and in any City newsletter.

INTRODUCED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the 11th day of October, 2016.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the _____ day of _____ 2016.

EFFECTIVE the _____ day of _____, 2016.

ATTEST:

CITY OF COLLEGE PARK

By: _____
Janeen S. Miller, CMC, City Clerk

By: _____
Patrick L. Wojahn, Mayor

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Suellen M. Ferguson, City Attorney

16-O-11

Introduction
Ethics
Amendment



**CITY OF COLLEGE PARK, MARYLAND
REGULAR MEETING AGENDA ITEM**

Prepared By: Janeen S. Miller
City Clerk

Agenda Item 16-O-11

Presented By: Suellen Ferguson,
City Attorney

Meeting Date: 10/25/2016

Proposed Consent Agenda: No

Originating Department: College Park Ethics Commission

Issue Before Council: Introduction of Ordinance 16-O-11 amending Chapter 38, Ethics, by adding the definition of "immediate family" to clarify what financial information is required to be disclosed by City elected officials and candidates to be City elected officials under §38-15.

Strategic Plan Goal: Goal 5 - Effective Leadership

Background/Justification:

On September 7, 2016, the College Park Ethics Commission sent the attached Memorandum to the Mayor and Council proposing an amendment in Chapter 38 of the City Code by adding the following definition of "Immediate Family: An individual's spouse, domestic partner, and dependent children." This amendment is consistent with the State Ethics law.

Joe Theis, Chair, and Ken Sigman, Legal Counsel, of the Ethics Commission, attended the October 18 Worksession and discussed this request with the Mayor and Council. Council directed that an Ordinance be drafted to implement this change.

Fiscal Impact:

Minor cost to amend the City Code.

Council Options:

- #1: Introduce Ordinance 16-O-11 to amend Chapter 38 of the City Code to make the requested change
- #2: Do not Introduce Ordinance 16-O-11

Staff Recommendation:

#1

Recommended Motion:

I move to Introduce Ordinance 16-O-11 Amending Chapter 38, "Code Of Ethics", by Repealing and Reenacting Article I, "General Provisions", Section 38-4, "Definitions", to provide the definition of immediate family to clarify what financial information is required to be disclosed City elected officials and candidates to be City elected officials under §38-15.

Attachments

- 1 – Memo from the College Park Ethics Commission
- 2 – Ordinance 16-O-11

ORDINANCE
OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK AMENDING
CHAPTER 38, “CODE OF ETHICS”, BY REPEALING AND REENACTING ARTICLE
I, “GENERAL PROVISIONS”, SECTION 38-4, “DEFINITIONS”, TO PROVIDE THE
DEFINITION OF IMMEDIATE FAMILY TO CLARIFY WHAT FINANCIAL
INFORMATION IS REQUIRED TO BE DISCLOSED BY CITY ELECTED OFFICIALS
AND CANDIDATES TO BE CITY ELECTED OFFICIALS UNDER §38-15

WHEREAS, pursuant to §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, the City of College Park, Maryland (hereinafter, the “City”) has the power to pass such ordinances as it deems necessary to protect the health, safety and welfare of the citizens of the municipality and to prevent and remove nuisances; and

WHEREAS, the City has adopted a Code of Ethics as required by §15-801 *et seq.* of the State Government Article, Annotated Code of Maryland; and

WHEREAS, the City’s Ethics Commission has recommended that a definition of immediate family member be added to the Code of Ethics in order to clarify what financial information is required to be disclosed by City elected officials and candidates to be City elected officials under §38-15; and

WHEREAS, the requested definition is consistent with the State Ethics law; and

WHEREAS, the Mayor and Council have determined that it is in the public interest to adopt the recommended amendment to the City Code of Ethics.

Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland that Chapter 38, “Code of Ethics”, Article I, “General Provisions”, Section 38-4, “Definitions”, be and is hereby repealed, reenacted and amended to read as follows:

CAPS : Indicate matter added to existing law.
 [Brackets] : Indicate matter deleted from law.
 Asterisks * * * : Indicate matter remaining unchanged in existing law but not set forth in Ordinance

§ 38-4. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

* * * * *

Immediate Family

An individual’s spouse, domestic partner and dependent children.

* * * * *

Section 2. **BE IT FURTHER ORDAINED AND ENACTED** by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall post at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, and on the City cable channel, and if time permits, in any City newsletter, the proposed ordinance or a fair summary thereof together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council.

The public hearing, hereby set for _____ P.M. on the _____ day of _____, 2016, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. This Ordinance shall become effective on _____, 2016 provided that, as soon as practicable after adoption, the City Clerk shall post a fair summary of the Ordinance and notice of its adoption at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, on the City cable channel, and in any City newsletter.

INTRODUCED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2016.

ADOPTED by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the ____ day of _____ 2016.

EFFECTIVE the ____ day of _____, 2016.

ATTEST:

CITY OF COLLEGE PARK

By: _____
Janeen S. Miller, CMC, City Clerk

By: _____
Patrick L. Wojahn, Mayor

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Suellen M. Ferguson, City Attorney

16-0-12

Introduction
Budget
Amendment



**CITY OF COLLEGE PARK, MARYLAND
REGULAR COUNCIL MEETING AGENDA ITEM**

AGENDA ITEM NUMBER 16-O-12

Prepared By: Gary Fields,
Director of Finance

Meeting Date: October 25, 2016

Presented By: Gary Fields,
Director of Finance

Consent Agenda: No

Originating Department: Finance

Action Requested: Approve a FY 2017 budget amendment to provide funding for: a) the Old Parish House 200th Anniversary Celebration; b) City Hall Generators; c) a development consultant; and d) the contribution to the tennis club.

Strategic Plan Goal: Goal 3: High Quality Development and Reinvestment

Background/Justification:

This budget amendment is for the four unrelated items noted above in the "Action Requested" section. Specific background for each follows:

- a) At the September 13, 2016 City Council Meeting the Council approved, per 16-G-109, funding for the Old Parish House 200th anniversary celebration in an amount not to exceed \$10,000.
- b) As a result of a Pepco power outage that caused most of downtown to be without electrical power, the City's computer system went down after the UPS emergency power was exhausted. The City's email, website, etc., were down. After the electrical power was restored a day later, IT discovered that some of the IT equipment was damaged and had to be replaced.

DPW was requested to have an emergency generator installed that would provide enough electrical power to keep the IT system operational in the power outages. They arranged the purchase of a natural gas powered generator that could provide enough power to keep the IT system operational. Colonial Electric was hired to install a back-up generator at City Hall for \$26,803. As part of the installation, a gas line was installed at a cost of \$2,472, for what was originally expected to be the total cost of \$29,275.

Shortly after the installation Washington Gas informed us that were required to replace the installed meter with an outdoor meter which required the relocation of the gas line outside – a cost of \$4,281. Then, due to weather conditions a smell of gas was noted in City Hall, so we were required to repair a damaged air vent intake at a cost of \$1,300.

This brought the total cost associated with the installation of the backup generator to \$34,856.

- c) At the May 24, 2016 City Council Meeting the City Council approved Item 16-G-74 to award a contract (in a form acceptable to the City Attorney) to HR&A Advisors of Washington, D.C. for development consulting services on an as-needed basis. There was no dollar amount specified in the motion. However, following discussions with the City Planner and Deputy City Manager the cost range is estimated at \$75,000 to \$100,000, which will include assessment of a proposal from the University of Maryland to provide child care at the Calvert Road School, assessing costs and benefits of acquiring the Stone Industrial property, and any other purchases and/or proposals that may come before the Council. For purposes of this amendment staff is recommending approval of the high end of the range to avoid an additional amendment for this item.
- d) At the October 11, 2016 City Council Meeting, 16-G-124, the City Council approved a \$10,000 contribution to the Junior Tennis Champions Center (JTCC) as outlined in their revised proposal. This budget amendment only reflects half of that approved amount that will be paid in FY 2017 (before 1/15/2017).

The other half will be paid in FY 2018 (on July 15, 2017), and accordingly will be included in the FY 2018 budget request.

Fiscal Impact:

The total additional expenditures requested as part of this budget amendment - \$149,856 – is expected to be funded from Unassigned Reserve in the General Fund.

Council Options:

- #1: Adopt Ordinance 16-O-12 as presented to provide funding in the budget for previously approved expenditures/actions.
- #2: Adopt Ordinance 16-O-12 with amendments to previously approved expenditures/actions.
- #3: Take no action

Staff Recommendation:

- #1 Passage of this budget amendment is recommended by the Finance Director in order to comply with City Charter/Code budget provisions.

Recommended Motion:

I move to introduce Ordinance 16-O-12, an Ordinance of the Mayor and Council of the City of College Park to Amend the Fiscal Year 2017 Operating and Capital Budget of the City of College Park, Maryland (Amendment #1)

Attachments:

- 1. Ordinance 16-O-12, FY2017 Budget Amendment #1

ORDINANCE 16-O-12

An Ordinance of the Mayor and Council of the City of College Park to Amend the Fiscal Year 2017 Operating and Capital Budget of the City of College Park, Maryland (Amendment #1)

WHEREAS, the Mayor and Council of the City of College Park did adopt a budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017 (hereinafter referred to as “FY2017”) on May 24, 2016 by the enactment of Ordinance 16-O-02; and

WHEREAS, the Mayor and Council of the City of College Park desire to amend the FY2017 Adopted Budget in order to fund the: the Old Parish House 200th Anniversary Celebration; City Hall Generators; a development consultant; and a contribution to the Junior Tennis Champions Center,

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of College Park that the budget for fiscal year 2017 be, and hereby is, amended in accordance with the following schedule, with said amendments being indicated by asterisks in the right column. The individual budget amendment changes are itemized in Appendix A, attached hereto and incorporated herein by this reference.

General Fund

	<u>Budget as Adopted</u>	<u>As Amended by this Ordinance</u>
Revenues		
Taxes	\$ 12,049,003	\$ 12,049,003
Licenses & Permits	1,265,653	1,265,653
Intergovernmental	341,772	341,772
Charges for Services	1,006,574	1,006,574
Fines & Fees	2,770,400	2,770,400
Miscellaneous Revenues	<u>234,390</u>	<u>234,390</u>
<i>Total Operating Revenues</i>	\$ 17,667,792	\$ 17,667,792
Non-Revenue Receipts		
Interfund Transfer from Parking Debt Service Fund	211,687	211,687
Use of Unassigned Reserve	<u>0</u>	<u>149,856</u> *
Total Revenues	<u>\$ 17,879,479</u>	<u>\$ 18,029,335</u>

Expenditures

General Government	\$ 3,213,414	\$ 3,228,414 *
Public Services	4,295,936	4,295,936
Planning, Community & Economic Development	695,738	795,738 *
Youth, Family & Senior Services	1,172,995	1,172,995
Public Works	5,480,749	5,515,605 *
Contingency	10,000	10,000
Debt Service	525,207	525,207
Interfund Transfers to Capital Projects Fund	<u>2,485,440</u>	<u>2,485,440</u>
Total Expenditures	<u>\$ 17,879,479</u>	<u>\$ 18,029,335</u>

Parking Debt Service Fund

	<u>Budget as Adopted</u>	<u>As Amended by this Ordinance</u>
Revenues		
Highways & Streets		
Parking Meter Revenue	\$ 220,000	\$ 220,000
Fines		
Parking Fines Revenue	<u>50,500</u>	<u>50,500</u>
Total Revenues	<u>\$ 270,500</u>	<u>\$ 270,500</u>

Expenditures

Interfund Transfer to General Fund	<u>\$ 211,687</u>	<u>\$ 211,687</u>
Total Expenditures	<u>\$ 211,687</u>	<u>\$ 211,687</u>

BE IT FURTHER ORDAINED that:

1. Except as amended herein, and by Ordinance 15-O-05 (Amendment #1) and Ordinance 16-O-01 (Amendment #2), Ordinance 15-O-03 (original budget adoption) shall remain unmodified and in full force and effect;
2. In addition to the projected General Fund operating revenue of \$16,060,596, the amount of \$0 is appropriated from the unassigned reserve and the sum of \$257,392 is transferred from the Parking Debt Service Fund;
3. This budget amendment Ordinance provides funding for the purchase and installation of certain parking enforcement pay stations, as itemized in Appendix A, attached hereto and incorporated herein by this reference. The net result is no change in the \$0 budgeted use of unassigned reserve and no change in the Capital Improvement Program (C.I.P.); and
4. This Ordinance shall become effective at the expiration of twenty (20) calendar days following its adoption.

AND BE IT FURTHER ORDAINED by the Mayor and Council of the City of College Park that, upon introduction of this Ordinance, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall post at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, and on the City cable channel, and if time permits, in any City newsletter, the proposed ordinance or a fair summary thereof together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing shall follow the publication by at least seven days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time.

A public hearing will be held on the proposed Ordinance at 7:30 p.m. on the 15th day of November, 2016 in the Council Chambers, City Hall, 4500 Knox Road, College Park, Maryland. The public hearing will be held in connection with a regular Council meeting. All persons interested will have an opportunity to be heard. After the public hearing, the Council may adopt the proposed Ordinance, with or without amendment, by the affirmative vote of at least six (6) members of the Council. It shall become effective at the expiration of twenty (20) days following its adoption. After its adoption, the City Clerk shall post at City Hall, to the official City website, to the City-maintained e-mail LISTSERV, on the City cable channel, and in any City newsletter, the ordinance or a fair summary thereof and shall have copies of the adopted Ordinance available at City offices.

Introduced on the 25th day of October, 2016

Adopted on the _____ day of November, 2016

Effective on the _____ day of December, 2016

ATTEST:

CITY OF COLLEGE PARK

Janeen S. Miller, CMC, City Clerk

Patrick L. Wojahn, Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Suellen M. Ferguson, City Attorney

CITY OF COLLEGE PARK, MARYLAND
Appendix A to Ordinance 16-O-12
Itemized FY2017 Budget Amendment #1 Changes

Program	Description	Increase (Decrease)
Revenues-Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve in Adopted Budget	\$ 0
General Government - Public Relations-1017	Add to budget for the Old Parish House 200 th Anniversary celebration.	10,000
Public Works- Building Maint.-5028	Add to budget for back-up generator installation at City Hall	34,856
Planning, Community Develop. & Econ. Develop.- Community Devel-3011	Add to budget for a Development Consultant Contract	100,000
General Government- Mayor & Council-1010	Add to budget for contribution to the Junior Tennis Champions Center	5,000
Revenues-Unassigned Reserve Transfer 399.00	Use of Unassigned Reserve in Amended Budget (Amendment #1)	<u>\$149,856</u>

16-G-136

Appointments

Mayor Wojahn

- Reappoint Chris Gill to the APC

Councilmember Brennan

- Appoint Alex Tobin to the NQOL (Student position)

Councilmember Day

- Appoint Seth Statler to the NQOL (Resident position)

Councilmember Dennis

- Appoint Cristophoros Beck to the EAC