

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, May 7, 2018

7:30 PM



Council Chambers

Hyattsville Municipal Building

4310 Gallatin Street, 3rd Floor

Hyattsville, MD 20781

(301) 985-5000 www.hyattsville.org

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)

[Edouard Haba, Council President, Ward 4](#)

[Kevin Ward, Council Vice President, Ward 1](#)

[Bart Lawrence, Ward 1](#)

[Robert S. Croslin, Ward 2](#)

[Shani N. Warner, Ward 2](#)

[Carrianna Suiter, Ward 3](#)

[Thomas Wright, Ward 3](#)

[Paula J. Perry, Ward 4](#)

[Joseph Solomon, Ward 5](#)

[Erica Spell, Ward 5](#)

ADMINISTRATION

Tracey E. Nicholson, City Administrator

Laura Reams, City Clerk, 301-985-5009, lreams@hyattsville.org

WELCOME TO THE CITY OF HYATTSVILLE CITY COUNCIL MEETING! Your participation at this public meeting is valued and appreciated.

Agenda/Packet: The Agenda/Packet is available for review at the Hyattsville Municipal Building and online at www.hyattsville.org prior the scheduled meeting (generally available no later than the Friday prior to the scheduled Monday meeting). Please note, times given for agenda items are estimates only. Matters other than those indicated on the agenda may also be considered at Council discretion.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the City Clerk's Office at (301) 985-5009. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Audible Devices: Please ensure all audible devices are turned off or otherwise not audible when the City Council is in session. Thank you.

Consent Agenda: Items listed on the Consent agenda are considered to be routine in nature, and are normally approved by one motion. Please note that most items on the Consent agenda have been discussed at a previous meeting. If a Councilmember wishes to comment on a particular item, that item shall be removed from the Consent agenda to "action" to allow for additional discussion.

Public Input: If you wish to address the Council during the Public Comment period, please submit an Audience Participation Form to the City Clerk prior to the beginning of the meeting. Matters identified during Public Comment that are not on that meeting's agenda will be referred to staff for follow-up or considered on a future agenda. Issues that require a response will be addressed publically at the next regular Council meeting. Speakers are requested to keep their comments to no more than two (2) minutes per speaker. Written comments or supporting documents may be turned in to the City Clerk for distribution to the Mayor and Council.

Ways to Watch the Meetings Live: City Council meetings are broadcast live on cable television channel 71 (Comcast) and channel 12 (Verizon). You may also view meetings live online at hyattsville-md.granicus.com/MediaPlayer.php?camera_id=2

Replay Schedule: The meetings will be re-broadcast on cable television, channel 71 (Comcast) and channel 12 daily at 7:00 a.m., 1 p.m., and 8 p.m. Meetings are also able for replay online at www.hyattsville.org/councilagendas.

City Information: Sign up to receive text and email notifications about Hyattsville events, government, police and programs at www.hyattsville.org/list.aspx

Inclement Weather: In the event of inclement weather, please call 301-985-5000 to confirm the status of the Council meeting.



[Twitter](#)



[Facebook](#)



[Instagram](#)



[Vimeo](#)

1. **Call to Order and Council Roll Call**

2. **Pledge of Allegiance to the Flag**

3. **Approval of Agenda**

4. **Approval of the Minutes**

4.a) Approval of the Minutes

HCC-291-FY18

I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of February 5, 2018 and April 2, 2018.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Minutes Feb 5 2018 Final.pdf](#)

[Minutes Apr 2 2018.pdf](#)

5. **Public Comment (7:40 p.m. – 8:15 p.m.) Limit 2 minutes per speaker**

6. **Motion to Close (8:15 p.m. - 8:45 p.m.) Times are approximate.**

6.a) Motion to Close (30 minutes) NOTE: The Council will return to open session at approximately 8:45 p.m.

HCC-306-FY18

I move that the Mayor and Council close the Council Meeting of May 7, 2018 in order to consider the acquisition of real property.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7. **Presentations (8:45 p.m. – 9:30 p.m.)**

7.a) FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-104-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.b) FY19 Five Year Forecast (10 minutes)

HCC-294-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.c) DSP-17044: Riverfront at West Hyattsville Architecture Plan (15 minutes)

HCC-313-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[DSP-17044 Presentation Memo.docx](#)

[Hyattsville TH Presentation v3 final.pdf](#)

7.d) PPS 4-17025: Hyatt View (15 minutes)

HCC-319-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Presentation Memo.docx](#)

[Hyatt View Presentation.pptx](#)

[A-VAR-4-17025.pdf](#)

8. Consent Items (9:30 p.m. – 9:35 p.m.)

8.a) Schedule Public Hearing for Revitalization Tax Credit Application: Riverfront at West Hyattsville

HCC-307-FY18

I move that the Mayor and Council schedule a Public Hearing for May 14, 2018 at 7:30 p.m. to receive public testimony regarding a request by the Gilbane Development Company for the City to consider a revitalization tax credit applied to 100% of real property taxes for multi-family dwellings as part of the Riverfront at West Hyattsville Development.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Hyattsville 108-4 Revitalization Tax Credit.pdf](#)

8.b) Schedule Regular Council Meeting for May 14, 2018

HCC-308-FY18

I move that the Mayor and Council schedule a Regular Council Meeting to be held on Monday, May 14 at 8:00 p.m.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[2018 Council Meeting Calendar REVISED MAY 7 2018.docx](#)

8.c) Hyattsville Resolution 2018-03: Urban Investment Partners – SGIF Application to Maryland DHCD

HCC-296-FY18

I move that the Mayor and Council adopt Hyattsville Resolution 2018-03, a Resolution of the City of Hyattsville, Maryland in support of the City's application to the State of Maryland Department of Housing & Community Development (DHCD) for grant funding to support the redevelopment of the 5320-5334 block of Baltimore Avenue, Hyattsville, to be further described in the application to the State of Maryland.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - SGIF Request UIP .doc](#)

[Hyattsville Resolution - 2018-03.doc](#)

[The Armory Apartments - Strategic Demolition Fund - Request for City Support.pdf](#)

[SGIF Fact Sheet.pdf](#)

8.d) Lease Finance and Purchase of Police Vehicles and Related Equipment

ID-675-16

I move that the Mayor and Council amend the Motion ID-675-16, adopted on March 19, 2018 to authorize the City Administrator to execute a lease finance agreement with Tax-Exempt Leasing Corp in an amount not to exceed \$367,712 at a rate of 3.80% for five years to finance the lease purchase of eight police vehicles and related equipment approved in the FY-2018 Capital Improvement Plan and upon legal review and approval by the City Attorney.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

8.e) Memorandum of Agreement: NWHS School Resource Officer

HCC-311-FY18

I move that the Mayor and Council approve a Memorandum of Agreement with Prince George's County for the assignment of one (1) School Resource Officer to Northwestern High School for a term ending on June 30, 2020.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[SRO Memorandum of Agreement.pdf](#)

8.f) Proclamation of Peace Officers Memorial Day and National Police Week

HCC-314-FY18

I move that the Mayor and Council proclaim May 15, 2018, to be Peace Officers Memorial Day and the week of May 13 through May 19, 2018, to be National Police Week in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Peace Officers Memorial Day National Police Week 2018.docx](#)

8.g) Proclamation of Municipal Clerks Week

HCC-316-FY18

I move that the Mayor and Council proclaim the week of May 6 through May 12, 2018, to be Municipal Clerks Week in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Municipal Clerks Week 2018.docx](#)

8.h) Proclamation of Children's Mental Health Awareness Day

HCC-317-FY18

I move that the Mayor and Council proclaim May 10, 2018, to be Children's Mental Health Awareness Day in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Childrens Mental Health Awareness Day 2018 \(AD Edits\).docx](#)

8.i) Proclamation of Asian-Pacific American Heritage Month

HCC-318-FY18

I move that the Mayor and Council proclaim May 2018 to be Asian-Pacific American Heritage Month in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Asian-Pacific American Heritage Month 2018.docx](#)

8.j) Proclamation of Citizenship Celebration Day

HCC-327-FY18

I move that the Mayor and Council proclaim May 5, 2018, as Citizenship Celebration Day in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Citizenship Day Celebration 2018.docx](#)

8.k) Appointment to Code Compliance Advisory Committee

HCC-322-FY18

I move that the Mayor and Council appoint Jennifer Brandi (Ward 1) to the Code Compliance Advisory Committee for a term of 2 years, ending on May 7, 2020.

Lead Sponsor: Perry

Co-Sponsor(s): N/A

[Committee Application Brandi.pdf](#)

8.l) Maryland DHCD Neighborhood BusinessWorks - Letter of Support

HCC-323-FY18

I move that the City Council authorize the Mayor to send a letter in support of Will's Home Decorating loan application to the Maryland DHCD Neighborhood BusinessWorks program.

Lead Sponsor: Executive Committee

Co-Sponsor(s): N/A

[Memo - NBW Letter of Support 4.30.2018.doc](#)

[Maryland DHCD - NBW Factsheet.pdf](#)

8.m) Zoning Variance Request V-224-17: 5603 30th Avenue, Hyattsville

HCC-324-FY18

I move that the City Council authorize the Mayor to send correspondence to the Prince George's County Board of Zoning Appeals stating the City of Hyattsville's support for Variance Request V-224-17, for a waiver of the front yard depth and net lot coverage for the subject property 5603 30th Avenue, Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[V-224-17 Memo](#)

[V-224-17 Plat.pdf](#)

[V-224-17 Photos with Measurements.pdf](#)

[V-224-17 Letter redacted](#)

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11.pdf](#)

8.n) FY18 Budget Amendment: Bigbelly Contact Budget Amendment

HCC-325-FY18

I move that the Mayor and Council amend the FY-2018 Solid Waste Division operating budget in contracted services to accommodate for the Bigbelly contract, NTE \$50,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

8.o) DSP-17054 and SP-17001: Mama's Care Congregate Living Center

HCC-315-FY18

I move that the Council authorize the Mayor to draft a letter to the Prince George's County Planning Board stating the City's support of detailed site plan application DSP-17054 and special permit application SP-17001 without any conditions.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Mamas Care Action Memo.docx](#)

[Planning Committee Minutes - 04.17.2018.doc](#)

8.p) Acceptance of Petition - Sacred Heart Home

HCC-328-FY18

I move that the Mayor and Council accept a petition received April 30, 2018, from the residents of Clearwood, Castle Manor, and Hyattsville Hills (Wards 2 and 5) regarding the proposed Sacred Heart Home Project.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Sacred Heart Petition Redacted.pdf](#)

8.q) Automated License Plate Reader (ALPR) – Award of Contract

HCC-309-FY18

I move that the Mayor and Council accept the proposal submitted by PCS Mobile, 1200 West Mississippi Avenue, Denver, CO 80223, and authorize the City Administrator to execute a lease agreement for two (2) automated license plate reader units, associated licensing and integration licensing as a monthly subscription-based lease for a 60-month term, not to exceed 66-months, at a cost of approximately \$1,700 per unit, per month.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - ALPR Services RFP.docx](#)

[PCS Mobile Complete Brochure hi res.pdf](#)

[18_0423_Hyattsville_pricing_AutoVu_Single_System_Hosted_Server_V4_BAFO.pdf](#)

[EN-Genetec-AutoVu-SharpX-Specifications-Sheet \(1\).pdf](#)

[spec_sheet_f110_g4_v4m09y17 \(1\).pdf](#)

8.r) Hyatt Park Placemaking Project**HCC-326-FY18**

I move that the Mayor and Council accept the Hyatt Park Placemaking Project Design Concept and authorize the Mayor to send a letter to the Maryland-National Capital Park & Planning Commission requesting an amendment to the Hyatt Park Joint Use Agreement to permit the City to proceed with the improvements specified in the project design.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - Public Placemaking - Hyatt Park 5.1.2018.docx](#)

[Hyatt Park Presentation 20180416.pdf](#)

9. Discussion Items (9:35 p.m. – 10:35 p.m.)**9.a) CSP-18002: Magruder Pointe (60 minutes)****HCC-320-FY18**

Discussion Only

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[CSP Discussion Memo FINAL.docx](#)

[CSP-18002.pdf](#)

[SOJ CSP-18002.pdf](#)

[Zoning Map.PNG](#)

[Character Area Map.PNG](#)

[TRN Summary.PNG](#)

[TRN Goals and Recommendations.pdf](#)

[Sec. 27 548.19. Introduction.doc](#)

[Table of Uses - Residential TRN.pdf](#)

[Planning Committee Minutes - Adopted - 02.27.2018.pdf](#)

[Planning Committee Minutes - 03.20.2018 Pending.pdf](#)

10. Council Dialogue (10:35 p.m. – 10:45 p.m.)

11. Community Notices and Meetings

11.a) City Calendar: May 8 - May 14, 2018

HCC-321-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s):

[Main City Calendar May 8 - May 14 2018.docx](#)

12. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section: Approval of the Minutes

SUBJECT

Approval of the Minutes

HCC-291-FY18

Recommendation:

I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of February 5, 2018 and April 2, 2018.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Minutes_Feb 5 2018_Final.pdf](#)

[Minutes_Apr 2 2018.pdf](#)

Summary Background:

See attached.

Next Steps:

Upon approval, final minutes will be posted on the City's website.

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council President) *(arrived at 7:53 p.m.)*
Kevin Ward, W1 (Council Vice President)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Thomas Wright, W3
Paula Perry, W4 *(arrived at 8:06 p.m.)*
Erica Spell, W5 *(arrived at 8:09 p.m.)*
Joseph A Solomon, W5 *(arrived at 7:57 p.m.)*

Absent: None

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. Of Community and Economic Development Jim Chandler
Director of Human Resources Vivian Snellman
Director of Community Services Jake Rollow
Police Chief Douglas Holland
City Attorney Skip Cornbrooks
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford

1) **Call to Order and Council Roll Call**

Mayor Hollingsworth called the meeting to order at 7:48 p.m.

2) **Pledge of Allegiance to the Flag**

3) **Approval of Agenda**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Lawrence
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Suiter, Wright
NAYS:	None
ABSENT:	Haba, Perry, Solomon, Spell

4) **Motion to Close (7:45 p.m. - 8:00 p.m.)**

4.a Motion to Close (7:45 PM, 15 minutes) NOTE: The Council is anticipated to return to open session at 8:00 p.m. and will resume with Public Comment at that time.

I move that the Mayor and Council close the Council Meeting of February 5, 2018 in order to consult with the City Attorney to obtain legal advice.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (7) consult with counsel to obtain legal advice.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

[Cover Page](#) 

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Croslin
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Suiter, Wright,
NAYS:	None
ABSENT:	Haba, Perry, Solomon, Spell

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-306(C)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 7:51 p.m. on Monday, February 5, 2018, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: **City Administrator Tracey E. Nicholson, City Attorney E.I. Cornbrooks IV, and City Clerk Laura Reams. Councilmembers Perry and Spell were absent.**

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section **3-305(b) (7) consult with counsel to obtain legal advice.**

Topics Discussed: The City Attorney provided legal advice for the City's participation in an Amicus Brief.
Action Taken: None taken.

Council Vice President Ward made a motion to adjourn the closed session, which was seconded by Councilmember Lawrence and approved unanimously by the Council. The meeting returned to open session at 8:04 p.m.

NOTE FOR THE RECORD: Council President Haba arrived at 7:53 p.m. and Councilmember Solomon arrived at 7:57 p.m.

5) [Approval of the Minutes](#)

5.a Approval of the Minutes

HCC-187-FY18

I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meeting of October 2, 2017.

[Cover Page](#) 

[Minutes_Oct 2 2017_NK.pdf](#) 

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Lawrence
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Spell

6) [Public Comment \(8:10 p.m. - 8:20 p.m.\) Limit 2 minutes per speaker](#)



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

Carl Nielson, a Ward 1 resident, addressed the Mayor and Council in opposition to the proposed Magruder Pointe Development. Mr. Neilson stated his primary objection that the proposed housing would compromise the intent and use of Magruder Park.

Tim Davis, a Ward 1 resident, addressed the Mayor and Council in opposition to the proposed Magruder Pointe Development. Mr. Davis urged the Council to support an adaptive reuse of the building and expressed concerns regarding density and the environment.

Mosi Harrington, a Ward 2 resident, addressed the Mayor and Council in opposition to the proposed Magruder Pointe Development. Ms. Harrington expressed concerns for the lack of accessibility and affordability of the project and asked what community benefits the project would bring to the City.

Nina Faye, a Ward 3 resident, addressed the Mayor and Council regarding three (3) items on the agenda. Ms. Faye noted concerns that the proposed Public Meetings and Demonstrations Ordinance would restrict public assembly. Ms. Faye expressed apprehension for the proposed Noise Ordinance allowing events to be held until 11:00 p.m. in neighborhoods. Ms. Faye stated opposition for the proposed Magruder Pointe Development for reasons of historic preservation and developing on a flood plain.

Lisa Walker, a Ward 2 resident, addressed the Mayor and Council regarding the proposed Magruder Pointe and Landy Developments. Ms. Walker stressed the importance of accessibility and affordability for new developments in the City and expressed support for the Council's consideration of the proposed Revitalization Tax Credit program.

Danny Schaible, a Ward 2 resident, addressed the Mayor and Council in opposition to the proposed Magruder Pointe Development. Mr. Schaible suggested an adaptive reuse of the existing structure and cautioned that the proposed development would result in a loss of character in the neighborhood.

7) **Presentations (8:20 p.m. - 8:55 p.m.)**

7.a City Administrator Update: Report on Ordinance 2017-02 and Americorps Vista Program (10 minutes) HCC-193-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#) 

Administrator Nicholson provided a brief background on Hyattsville Ordinance 2017-02 Sanctuary City, Non-intervention. Administrator Nicholson stated that the ordinance required the City Administrator to report the number of requests received from the federal government, the nature of the requests and the City's responses to the requests. Administrator Nicholson said that the City had received one (1) request in December 2017 from the Department of Homeland Security for a suspect that was brought in for questioning. The City's police informed the requestor of the non-intervention ordinance and that the suspect had not been charged or arrested. Administrator Nicholson added that there had been no follow-up contacts from the Department of Homeland Security relating to the specific individual.

Administrator Nicholson provided an update on the Americorps Vista Program and stated that the City's volunteer hosted monthly bilingual workshops for immigrants, covering topics of family health, job preparedness, and financial literacy. Administrator Nicholson added that the City was preparing an application to continue the program for a third (3rd) year.

Councilmember Solomon highlighted resident comment regarding a lighting outage in Ward 5 and Administrator Nicholson noted that one (1) of the recently updated lights had been out for two to three (2-



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

3) weeks. Administrator Nicholson said that the City had communicated with Pepco to resolve the issue, and Pepco would repair the light later that week.

7.b FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-104-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#) 

Administrator Nicholson provided the FY-2016 and FY-2017 Audit updates, in Treasurer Brooks' absence. Administrator Nicholson stated that the auditors issued the first (1st) draft of the FY-2016 Audit Report and that it was in the two (2) week review process, with an expected final report to be completed at the end of the month. Administrator Nicholson added that the FY-2017 Audit process had begun and highlighted Governmental Accounting Standards Board (GASB) updates.

7.c Magruder Pointe PPSD & DSP Presentation (20 minutes)

HCC-198-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#) 

[Magruder Pointe Memo_to_Council_02.05.18.docx](#) 

[Magruder Pointe 02.05.18 Council Presentation.pdf](#) 

Assistant Administrator Chandler introduced the Werrlein Properties, LLC development team for the proposed Magruder Pointe project. Assistant Administrator Chandler provided a timeline of public meetings for the project, with a tentative date to return to Council in April. Jonathan Werrlein, President of Werrlein Properties thanked the Mayor and Council for allowing the team to present the proposal to redevelop the Washington Suburban Sanitary Commission (WSSC) site. Mr. Werrlein stated that the team had met with members of the community to solicit feedback and input. Mr. Werrlein introduced Karl Granzow, Project Manager to provide an overview of the site.

Mr. Granzow said the project site was a total of six (6) acres and that the proposal consisted of 16 family homes on the upper parcel, 16 townhomes on the upper portion of the lower parcel, and around 50 townhomes in the parking lot area. Mr. Granzow noted challenges associated with the deep slope on the project site. Mr. Granzow added that the team was exploring a unique interaction with Magruder Park, with the proposed inclusion of a large parcel for compensatory flood plain storage in the park. Mr. Granzow stated that the project would have a positive environmental impact on the community.

Mr. Granzow addressed plans for the existing structure, stating the utilities would be disconnected in the following few weeks and that the building razing process would begin in the Spring. Mr. Granzow said a professional engineering firm would be hired to conduct a pre/post-inspection of residential structures damaged in the razing. Mr. Granzow also noted a pest control plan. Mr. Granzow stated the entrance of the existing structure would be preserved to make a feature to commemorate the historical value of the property. Mr. Granzow continued to say that bricks from the original building would be incorporated into each of the homes. Mr. Granzow then introduced Mike Romero, Architect for the project.

Mr. Romero said that the architecture had progressed organically, with the help of a local architecture group. Mr. Romero added personal testimony as a resident close to the project, stating that the proposal absorbed the richness of the character of the existing neighborhood. Mr. Romero noted plans for large porches, double hung windows, and different use of colors in the details. Mr. Romero stated that the townhomes located in the upper parcel would match the houses on Hamilton Street and 41st Avenue, with



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

deep porches, Hardiplank siding and trim, gables, and porches, and accessible through rear garages through the alley.

Councilmember Wright said he was looking forward to the upcoming Planning Committee discussion on the proposed project and asked if the presenters would be ready to respond to public comment topics heard that evening; historic preservation, affordability, and accessibility. Mr. Granzow stated that a study had been commissioned to preserve the oldest portion of the building and noted that the economics of preserving the building in its entirety were too high. Mr. Granzow noted the possibility of elevator access in 14-15 of the units.

Council President Haba highlighted resident interest in the project and thanked the presenters and residents that came out to speak that evening. Councilmember Solomon asked how the developers anticipated managing the conversation around community benefits, if there would be resident outreach. Mr. Granzow stated that the developers had reached out to members of the aging community and would continue to find ways to assist all parts of the community.

Mayor Hollingsworth asked for the status of the acquisition, to which it was noted that Werrlein would take ownership of the property in May. Mayor Hollingsworth asked if the developers were still accepting and revising site plans and Mr. Granzow stated that there was an architectural and artistic focus group that would help the plan evolve. Mr. Granzow added that emails could be sent to info@werrleinproperties.com.

8) **Consent Items (8:55 p.m. - 9:00 p.m.)**

8.a Police Ammunition Purchase

HCC-192-FY18

I move that the Mayor and Council authorize the purchase of police department ammunition from "The Gun Shop" 60 Main Street South Hampton New Jersey through a blanket purchase order negotiated by the State of Maryland at a cost not to exceed \$13,272.80.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#) 

[Ammunition Purchase.pdf](#) 

8.b MBE & WBE in Procurement

HCC-39-FY18

I move that the Mayor and Council direct the City Administrator or her designee to modify the City of Hyattsville's procurement policy to include language indicating preference for certified minority and woman-owned business enterprises (MBE/WBE) in addition to the stated local preference. This preference should be transparent to bidders on open RFPs and have a modified tabulation system reflecting such. I further move that the Mayor and Council direct the City Administrator or her designee to publish a list of awarded contracts above \$10,000 on the city's website not less than quarterly. This publication should begin effective July 1, 2018 for future awards and contracts active as of July 1, 2018.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

[Cover Page](#) 

8.c Surplus Police Vehicles

HCC-194-FY18

I move that the Mayor and Council declare the following vehicles surplus due to age, mileage and condition:

Vehicle # 6 – 2004 Chevrolet Impala, VIN# 2G1WF55K149255423

Vehicle # 14 – 2008 Dodge Magnum, VIN# 2D4GV47V88H134290



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

Vehicle # 16 – 2004 Chevrolet Impala, VIN # 2G1WF55KX49253055

Vehicle #26 – 2005 Chevrolet Impala, VIN# 2G1WF55KX59387842

Vehicle # 50 –2007 Dodge Charger, VIN 2B3KA43G97H636204

Vehicle # 55 –2008 Dodge Charger, VIN 2B3KA43G58H134288

Vehicle # 56 – 2008 Dodge Charger, VIN2B3KA43G78H134289

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Surplus Vehicles 01.25.18.docx](#)

8.d Cable Studio Renovation Costs - Jeff Schneider and National Capitol Contracting

HCC-196-FY18

I move that the Mayor and Council authorize payment for labor and equipment provided by Jeff Schneider and National Capitol Contracting pertaining to the renovation of the cable studio and chambers at a total cost not to exceed \$15,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

8.e Public Meetings/Demonstrations

HCC-35-FY18

I move that the Mayor and Council direct the City Attorney in consultation with appropriate staff as determined by the City Administrator to draft an ordinance for Council approval providing for the issuance of special permit for public meetings/demonstrations to include: a) a process for application, b) notification process for approved permits, c) appeal process for denied permits, and d) standards for approval. I further move that the Mayor and Council direct the City Administrator or her designee to develop administrative procedures governing the approval and issuance of permits for public meetings/demonstrations.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

[Cover Page](#)

8.f Disbursement of Ward 5 Discretionary Funds

HCC-199-FY18

I move that the Mayor and Council approve the disbursement of an amount not to exceed \$350 from the Ward 5 Discretionary Funds for the purchase of food for the February 17, 2018 Hamilton Street Business District Breakfast Meeting.

Lead Sponsor: Spell

Co-Sponsor(s): Solomon

[Cover Page](#)

8.g Proclamation of Black History Month

HCC-201-FY18

I move that the Mayor and Council proclaim February as Black History Month in Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Black_History_Month_2018 01.docx](#)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

ABSENT:	None
----------------	------

9) Action Items (9:00 p.m. - 9:10 p.m.)

9.a Noise Ordinance - Modification (10 minutes)

HCC-37-FY18

I move that the Mayor and Council direct the City Attorney to draft an ordinance amending Chapter 79 of the Hyattsville Charter and Code to allow for an extension of nighttime hours to 11:00 p.m. for events that have obtained a special events permit from the City of Hyattsville. This extension is applicable to events held in any of the City's parks and commercial districts. Approval for other locations is to be determined on a case-by-case basis at the discretion of the City Administrator.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

[Cover Page](#)

[Chapter 79 Noise.pdf](#)

Councilmember Perry stated that she would like to see language clarifying that the issuing of a permit in commercial areas, with residential neighborhoods nearby, be determined on a case by case basis.

Councilmember Wright confirmed that the modification to nighttime hours would only be for permitted events. Councilmember Wright raised the possibility of considering two (2) separate time considerations for weekday and weekend hours. Councilmember Suiter expressed agreement with Councilmember Wright's remarks, by differentiating between weekdays and weekends. Mayor Hollingsworth clarified that the change was not to extend nighttime hours, but to allow the extension for permitted special events. Mayor Hollingsworth continued that regular hours would remain until 8:00 p.m., except for events that had the special permit. Councilmember Wright asked a few remaining clarifying questions and asked that the City still consider restricting hours until 10:00 p.m. on weekdays and 11:00 p.m. on weekends.

Councilmember Perry stated that she would feel more comfortable if the City had a procedure to notify residents of a granted special permit. Mayor Hollingsworth confirmed a drafted notification requirement.

RESULT:	APPROVED [10-0-1]
MOVER:	Haba
SECONDER:	Ward
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Solomon, Spell
NOES:	None
ABSTAIN:	Perry
ABSENT:	None

10) Discussion Items (9:10 p.m. - 9:50 p.m.)

10.a Landy Property - Preliminary Plan of Subdivision 4-17007 (15 minutes)

HCC-197-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Memo - Landy Property - 01.31.18 Final.docx](#)

[4-17007%3b revised pkg.doc](#)

[Flood-SoJ-Revised-012518.pdf](#)

[Landy Property PPSD Parcel A.pdf](#)

[BPIS_text.pdf](#)



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

[TCPI-01.pdf](#) 

Assistant City Administrator Chandler introduced the Preliminary Plan of Subdivision for the Landy Property, located west and south of Northwestern High School. Assistant Administrator Chandler stated the proposal to subdivide the property for 341 townhomes on a 33.94-acre site. Assistant Administrator Chandler said that staff generally supported the proposed divisions to the subdivision plan, which included road standards consistent with urban design standards and the Prince George's Plaza zoning plan. Assistant Administrator Chandler stated that the applicant was also requesting a variance to allow the permanent impact of the existing 100-year flood plain limits, which staff was still reviewing. Assistant Administrator Chandler added that the applicant proposed a Capital Bikeshare station located adjacent to the site. Assistant Administrator Chandler noted an outstanding concern regarding the applicant's request for an access easement to connect to the adjacent school.

Community Planner Gerbes presented further details of the application. Ms. Gerbes referenced ongoing issues regarding the street network, stating that the City would service roads and alleys that were built to the County's standards. Ms. Gerbes stated that the application had been revised to meet the standards and that the City would provide sanitation and yard waste services to the property. Ms. Gerbes noted that the City would also likely have to manage a residential parking program at the development. Ms. Gerbes briefly described the project timeline and said that recreational amenities would be addressed in the detailed site plan.

Councilmember Wright asked for a highlight of the revisions of the plan that were not discussed by the Planning Committee. Ms. Gerbes stated that the changes were mostly small, with some fluctuation in the number of proposed units. Councilmember Wright asked if the full site was consistently zoned and staff clarified that the 33 acres were split between R10 and R20 zones; both of which allowed for the development of townhomes. Councilmember Wright expressed concerns for the lack of programmed green space and Assistant Administrator Chandler stated that the detailed site plan would contain those details. Councilmember Wright further noted concerns for the drainage of the site as well as the high density of the proposal. Assistant Administrator Chandler reviewed proposed outdoor amenities and the intent for reduced transportation by car. Councilmember Wright noted that a portion of the property lay outside of City limits and asked how the City would address the portion in terms of sanitation and yard waste services. Assistant Administrator Chandler said the portion of the site was not subject to subdivision, and that any issues would be resolved with the detailed site plan.

Councilmember Croslin asked what the proposed outdoor programming would look like and Assistant Administrator Chandler clarified that the details would be in the detailed site plan application. Assistant Administrator Chandler addressed Councilmember Croslin's concerns regarding mature trees and stated that the applicant was required to meet a tree canopy plan.

Council President Haba referenced the Planning Committee's concern for the lack of onsite recreational space and Assistant Administrator Chandler confirmed that the County facility was not included on the site and that it was included in the Prince George's Plaza Transit District Overlay Zone (TDOZ). Council President Haba noted that the applicant was planning an offset for the stormwater management and asked how the plan lined up with the County's regional stormwater management. Assistant Administrator Chandler stated that he did not think the property would be prohibited from participating in a regional solution, but that the applicant did outline their own solution.

10.b Hyattsville Resolution 2018-01: Condemning Alleged Remarks by 45th President (10 minutes)
HCC-202-FY18



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2018-01, a resolution of the City of Hyattsville, Maryland regarding the alleged statements by the Forty-Fifth President of the United States of America on January 11, 2018. (INTRODUCTION & ADOPTION)

Lead Sponsor: Haba

Co-Sponsor(s): Croslin, Wright, Spell, Solomon

[Cover Page](#)

[Resolution 2018-01](#)

Council President Haba introduced Hyattsville Resolution 2018-01 Condemning Alleged Remarks by 45th President. Council President Haba provided a brief background for the recent comments made by the President and urged his colleagues to vote in favor of the resolution to reiterate Hyattsville's values as a diverse, welcoming community. Councilmember Wright expressed full support for the item.

Councilmember Warner stated that she wanted to articulate why she would not be voting in favor of the resolution. Councilmember Warner said that she supported the item on a personal level but noted that her position on the dais was non-partisan. Councilmember Warner stated that she had been asked by residents to speak out on national issues but expressed discomfort with voting on the current item.

Councilmember Croslin stated support for the resolution, as one of the motion's cosponsors. Councilmember Solomon echoed Councilmember Croslin's remarks and stated that it was Council's responsibility to stand up for their residents whose countries of origin were disparaged. Councilmember Wright stated that he did not believe the resolution was partisan and that passing the resolution would be a courageous statement by the City. Councilmember Perry added that it was time for Hyattsville to make a statement.

RESULT:	APPROVED [10-1]
MOVER:	Perry
SECONDER:	Croslin
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Suitter, Wright, Perry, Solomon, Spell
NOES:	Warner
ABSENT:	None

10.c Parks and Recreational Facilities - Modification (10 minutes)

HCC-38-FY18

I move that the Mayor and Council direct the City Attorney to draft an ordinance amending Chapter 84 of the Hyattsville Charter and Code to a) modify the hours of operation for parks to the hours between 5:00am and 11:00pm, b) indicate that the hours of operation for individual parks may vary, c) require posting of hours of operation in public view, d) modify reference to "Parks and Recreation Committee" to "Health, Wellness, and Recreation Committee", e) striking the second full sentence of §84-2, f) modifying "Director of Parks and Recreation" to "Director of Community Services", g) change any references to "his" or "her" to "their," h) modify section §84-7 and §84-8 with recommendation from the Director of Community Services or their designee, i) striking the last full sentence of section §84-18, and j) striking the last full sentence of section §84-20.

Lead Sponsor: Hollingsworth

Co-Sponsor(s):

[Cover Page](#)

[Chapter 84 Parks and Recreational Facilities_.pdf](#)

Mayor Hollingsworth introduced the proposed modification to the Hyattsville City Code, Chapter 84 Parks and Recreational Facilities. Mayor Hollingsworth stated that the change originated with extending the hours for Magruder Park from 5:00 a.m. to 11:00 a.m. due to the increased use of the park both before sunrise



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

and after sunset. Mayor Hollingsworth clarified that the proposed ordinance would not change the hours of operation, it would rather staff the discretion to change and post hours. Mayor Hollingsworth addressed the need assessing the current lighting in the park and other areas of the chapter that needed minor modifications. Councilmember Perry referenced the later hours of operation for parks in neighboring municipalities and stated that the City of Greenbelt hired part-time rangers in the Summer to walk the park during extended hours.

Councilmember Solomon expressed agreement for the spirit of the changes and added a request to change language in the Code referencing the “Parks and Recreation Committee” to be replaced with the “Health, Wellness, and Recreation Advisory Committee.” Councilmember Solomon stated the initial intent of the committee’s involvement in the current Code but clarified that the City’s committees did not have the budget or policing authority that was outlined. Mayor Hollingsworth stated her intent to have the noted areas of the Code removed. Councilmember Solomon said that he would like to see the committees weigh in on the rewrite of Chapter 84 and Mayor Hollingsworth stated that the proposed ordinance would be reviewed by both the Health, Wellness, and Recreation Advisory Committee and the Police and Public Safety Citizen’s Advisory Committee prior to its adoption.

Councilmember Wright responded to Councilmember Perry’s prior comments and asked if there would be any increased liability for the City with hours extending past sunset. Mayor Hollingsworth said that residents currently used the park illegally after sunset and that lighting and public safety would need to be addressed if the Council decided to move forward with the proposed ordinance. Councilmember Wright suggested different weekday and weekend hours of operation. Councilmember Solomon asked logistical questions regarding enforcement of the new hours and Mayor Hollingsworth stated that the proposed ordinance was enabling legislation to allow for a change rather than formally changing the hours of operation. Council President Haba clarified that the ordinance would allow for hours to be changed on a case by case basis and requested that the Council had an opportunity to provide feedback prior to the change. Mayor Hollingsworth highlighted the permit process in Section 84-7-H.

Councilmember Lawrence noted that a specific library branch no longer existed and would need to be removed from the definitions section. Councilmember Lawrence referenced section 84-19 and stated that the City did not currently maintain any dog parks and Mayor Hollingsworth stated that staff would need to consult with the City Attorney.

Council President Haba made a general comment to change the language in the chapter to make it gender neutral and suggested a modification to the entire City Charter and Code. Mayor Hollingsworth closed the conversation and noted that the draft ordinance would return to be reviewed by the Council and appropriate committees.

10.d Revitalization Tax Credit – Modification (15 minutes) HCC-42-FY18

I move that the Mayor and Council direct the City Attorney to draft, in consultation with the appropriate staff, an ordinance amending §108-4 of the Hyattsville Charter and Code (Revitalization Tax Credit) to add “production of affordable housing for individuals and families at 60% AMI” and allow for certain exceptions in tax credit limitations pursuant to the production of affordable units. The tax credit should provide for the following:

- Up to 100% tax credit on total assessed value for no more than 10 years for projects (new construction and rehabilitation of 13+ units) with net new affordable unit production of greater than 8%;
- Up to 100% tax credit on total assessed value for no more than 15 years for projects (new construction and rehabilitation of 10+ units) with net new affordable unit production of greater than 10%; and
- Up to 50% tax credit for rehabilitation projects that maintain the existing inventory of affordable units (by project) for no more than 10 years.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

Projects receiving waivers of public safety or school facility surcharges shall be ineligible. Designated affordable units shall remain affordable for 30 years.

I further move that the City Administrator (or her designee) allocate funds in the FY19 budget--and FY18, if necessary--to secure professional services for independent financial review for applications submitted under this credit.

I further move that the City Administrator (or her designee) be authorized to establish partnerships necessary to provide property owners with a registry (or similar) of Prince George's County residents that meet income qualifications and are awaiting affordable units.

I further move that the City Administrator (or her designee) establish/modify administrative procedures and applications associated with this amendment and publish--not less than annually--projects receiving benefits under this agreement effective July 1, 2018.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

[Cover Page](#) 

Mayor Hollingsworth introduced the proposed modification to the Revitalization Tax Credit and stated that the item was lengthy and asked for Council direction to postpone the conversation until the City Treasurer could be present. Mayor Hollingsworth continued that the item invited conversation around revising the existing program to allow the City to provide incentives for the development of affordable housing at certain levels. Mayor Hollingsworth noted that the City did not have land use or zoning authority and were somewhat constrained in requiring affordable housing in new developments, and that the intent of the ordinance would help resolve that issue. Mayor Hollingsworth added that the modification would ask the City Administrator to allocate funds in the FY-2019 Budget to contract independent financial review of financial statements that were submitted with applications for the tax credit. Mayor Hollingsworth noted that the proposal would require the establishment of administrative procedures for the applications.

Council President Haba asked Assistant Administrator Chandler how the item would impact the Montgomery Housing Partnership (MHP) ordinance. Assistant Administrator Chandler stated that the existing tax credit was based on improvements to the property or change in the tax structure of the property. Council President Haba noted that the City would have two (2) policies in conjunction and Assistant Administrator Chandler summarized the differences between the pilot and the revitalization tax credit, stating the intent to retain the geographical boundaries of the tax credit.

Councilmember Solomon stressed the need for staff to be empowered with the proper tools to work with developers that did not have experience with affordable housing. Assistant Administrator Chandler agreed and stated that staff could assist developers to bring forward a vision that resembled the values of the community, while affordable housing was not necessarily a requirement. Councilmember Solomon asked if the proposed legislation would enable to Planning Committee to be a part of the conversation and Assistant Administrator said the committee was more focused on the built environment than the financial structure.

Council President Haba asked clarifying questions regarding the credit and Mayor Hollingsworth stated that the credit would apply to the entire project. Mayor Hollingsworth stated the portion of the ordinance would have to be clearer and that the draft would need sufficient review to consider the potential consequences. Mayor Hollingsworth added that she anticipated the City Treasurer would caution the Council that the City would be reducing the amount of revenue received.

Councilmember Warner asked what types of projects had received waivers for public safety funds or school facility surcharges. Mayor Hollingsworth stated that the EYA Development had received a waiver of the



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD FEBRUARY 5, 2018

public safety surcharges and the Kiplinger Property had a waiver pending for public safety. Mayor Hollingsworth continued that the ordinance would allow the City to play a more significant role in determining how developments contributed to issues like public safety and education.

Council President Haba stated that he would like to see the threshold of production of units to be increased as well as receive a better understanding of the financial impact from the City Treasurer. Mayor Hollingsworth noted that the Council would receive recommendations from both the Finance and Community and Economic Development Departments. Assistant Administrator Chandler stated that the ordinance would have significant impacts on how projects were underwritten and would return to Council with more information.

11) Council Dialogue

Council President Haba expressed appreciation for the passing of Hyattsville Resolution 2018-01: Condemning Alleged Remarks by 45th President. Council President Haba stated understanding for Councilmember Warner's concerns and said that the resolution highlighted the core value of civility in public discourse. Councilmember Wright provided remarks and support for Councilmember Warner's decision to take a stand on Hyattsville Resolution 2018-01. Councilmember Warner provided her perspective of Hyattsville Resolution 2018-01, stating the good intentions of the motion.

Councilmember Perry stated that she would miss the next Council Meeting on February 20, 2018.

Councilmember Croslin noted that it was African American History Month and provided details for the next book club meeting. Councilmember Spell echoed Councilmember Croslin's remarks and urged residents to celebrate contributions of the African American community.

Mayor Hollingsworth noted the upcoming Hyattsville Middle School Bilingual Job Fair, the opening of Dream Village, and the Welcome to Wakanda events in Mount Rainier.

12) Community Notices and Meetings

12.a City Calendar: February 6 - February 20, 2018

HCC-195-FY18

[Cover Page](#) 

[Main City Calendar_Feb 6- Feb 20.docx](#) 

13) Motion to Adjourn

The meeting adjourned at 10:45 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Croslin
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
ABSENT:	None



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 2, 2018

Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council Pres.)
Kevin Ward, W1 (Council VP)
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Thomas Wright, W3
Paula Perry, W4
Joseph A. Solomon, W5
Erica Spell, W5

Absent: Bart Lawrence, W1

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. Of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Director of Human Resources Vivian Snellman
Police Chief Douglas Holland
Police Captain Amal Awad
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford

1) **Call to Order and Council Roll Call**

Mayor Hollingsworth called the meeting to order at 8:06 p.m.

2) **Pledge of Allegiance to the Flag**

3) **Moment of Silence**

A moment of silence was held in honor of former Hyattsville Councilmember James L. Jenkins, long-time Hyattsville resident Larry McKinley, and long-time Hyattsville resident Raymond Collier.

4) **Approval of Agenda**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Ward
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence

5) **Approval of the Minutes**

5.a Approval of the Minutes
I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meeting of March 19, 2018.

[Cover Page](#)

[Minutes_Mar 19 2018.pdf](#)



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 2, 2018

A correction to the date header for the March 19 minutes was noted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence

6) **Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker**

Yohannes Bennehoff, a Ward 4 resident, addressed the Mayor and Council regarding the proposed Magruder Pointe development. He said he was opposed to the project and cited concerns with development in the flood plain.

7) **Presentations (8:20 p.m. - 9:30 p.m.)**

7.a) City Administrator Update: Farmers Market and Public Comment Follow Up (5 minutes)

HCC-260-FY18

[Cover Page](#)

City Administrator Nicholson followed up on public comments made at the March 19th meeting from members of the Hyattsville Horticulture Society that recommended the City partner with the Maryland Department of Transportation (MDOT) to improve landscaping at the southern entrance of the City. Administrator Nicholson said the City was working with MDOT and planned to make recommendations for improvements, noting several options. Ms. Nicholson said City staff would reach out to the Horticulture Society to have them partner in the project and thanked them for bringing forth the idea.

Administrator Nicholson provided an update on the Hyattsville Farmers Market. Noting challenges including low attendance and vendor participation, Administrator Nicholson announced that the market would not continue at the East West Highway location in 2018. Administrator Nicholson said the market would continue monthly in 2018, in partnership with the City's Summer Jam series. She also said that the City hoped to bring back a weekly market in 2019 at the newly renovated Hyatt Park.

7.b) FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-265-FY18

[Cover Page](#)

City Treasurer Brooks presented an update on the FY-2016 and FY-2017 audits. He said the FY-2016 audit was planned for release in the next week citing a delay in release due to possible reclassifications to the unencumbered fund balance. Mr. Brooks concluded that he anticipated that the FY-2017 audit would close at the end of May. Council Vice President Ward asked for clarification on the reclassification process. Treasurer Brooks responded that the reclassification process served to identify encumbrances tied to contracts for capital projects.

7.c) ATHA Maryland Milestones Annual Update (10 minutes)

HCC-251-FY18

[Cover Page](#)

[ATHA Visitors Guide.pdf](#)

[ATHA Family Activities.pdf](#)



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

Assistant City Administrator Chandler introduced Aaron Marcavitch, Executive Director of Anacostia Heritage Trails Association to provide an update on ATHA's work over the past year and a glimpse into the upcoming year. Mr. Marcavitch briefed the Council on ATHA's upcoming projects and grant funding opportunities. He provided Council with brochure copies and noted the release of a new book on the history of Route One.

7.d) DSP-17054 and SP-170001: Mama's Care Congregate Living Center (10 minutes)

HCC-266-FY18

[Cover Page](#) 

[Mamas Care Presentation Memo - FINAL.docx](#) 

[Powerpoint - 4111 East West Highway \(1\).pptx](#) 

Assistant City Administrator Chandler introduced the proposed project for Mama's Care Congregate Living Facility, located at 4111 East West Highway. He summarized the request for the proposed expansion of the facility from eight (8) beds to 14 beds. Assistant City Administrator Chandler said that the project was scheduled for review by the Planning Committee on April 17, 2018 and would return to the City Council in May for discussion and action.

Applicant Attorney Matthew Gordon briefly introduced the applicants, Emmanuel and Regina Isong and provided background information on the existing facility and the request for expansion. He reviewed the site plan and noted that there were no modifications required to the exterior of the building or the building footprint to accommodate the increased number of residents. Mayor Hollingsworth opened the floor to questions from the Council.

Councilmember Wright asked if a public hearing was required as part of the process. Mr. Gordon confirmed that a public hearing was required and would likely take place in the summer. Councilmember Wright asked if there had been outreach to the immediate neighbors. Mr. Gordon said that the required notifications to immediate and adjoining properties had been sent out and added that the owners had also reached out directly to their neighbors. Mr. Gordon said he believed the neighbors were supportive of the project. Seeing no further questions, Mayor Hollingsworth thanked Mr. Gordon and the applicants for the presentation.

7.e) DSP-12062: 3599 East West Highway (10 minutes)

HCC-267-FY18

[Cover Page](#) 

[3599 East West Presentation Memo - FINAL.docx](#) 

[NSR Properties Site Plan.pdf](#) 

Assistant City Administrator Chandler introduced the development site plan proposal for the existing gas station located at 3599 East West Highway with brief background information on the site. He said the project was scheduled to go to the Planning Committee for review and return to Council for action in May. Assistant Administrator Chandler then introduced the Attorney for the applicant, Dan Lynch of McNamee Hosea. Applicant Attorney Lynch briefly summarized the project, stating that the request was for a site redesign with expansion of the existing number of gas pumps, demolition of the existing convenience store, and building of a new two-story commercial/office building in a different area on the site.

Councilmember Wright asked if the project included the adjacent vacant lot next to the property and if a public hearing was required. Mr. Lynch confirmed that the vacant lot was not included, and a public hearing was required and provided information on the approval process. Councilmember Spell asked where parking would be located on the site and if the entrance on Belcrest would be altered. Mr. Lynch confirmed that



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

the entrance on Belcrest would remain and said parking would be in the front of the site as opposed to the existing parking the rear.

Council President Haba said Mr. Lynch had mentioned the project would go before the District Council and asked if the applicant was requesting an amendment to the table of uses. Mr. Lynch clarified that the project was required to obtain approval from the Planning Board and while District Council had the discretion to call the project for their review, it was not required. He also confirmed that the project was not asking for an amendment to the table of uses.

Mayor Hollingsworth said she liked the proposed removal of the existing island on the property and inquired about the type of franchise to be located at the facility. She asked if Urban Market as shown on the site plan was a placeholder and Mr. Lynch confirmed that it was. Mayor Hollingsworth asked if the applicant was looking to place a major franchise on the site. Mr. Lynch said the client was looking at various options. Mayor Hollingsworth confirmed that the proposed second floor offices were for the applicant and asked if the existing drive through ATM would remain. Mr. Lynch provided details on the proposed new location for the ATM, highlighting an area located fronting Belcrest Road on the site plan. Mayor Hollingsworth confirmed that the proposal included a doubling of the existing gas pumps adding that there may be concerns with the increased capacity of the site. She also asked about landscaping along Belcrest Road. Mr. Lynch said he believed the landscaping along Belcrest Road would remain the same. Mayor Hollingsworth thanked Mr. Lynch for his presentation.

7.f) FY19 Budget Review: Police Department (30 minutes)

HCC-279-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[FY19 Budget_Police.pdf](#)

Police Chief Holland presented the proposed FY-2019 budget for the Police Department. He highlighted various accomplishments from FY-2018 and reviewed program priorities for FY-2019. Chief Holland noted three (3) newly requested positions, a Community Action Team (CAT) Officer, a Traffic Safety Officer, and a Civilian Video/Crime Analysis Manager. Chief Holland also reviewed several budget offsets including grants from the Governor's Office of Crime Control and Prevention and State Highway Administration as well as revenues from the Automated Speed Camera and Red-Light Enforcement programs.

Councilmember Wright thanked the Police Department for their work on the budget and asked for clarification on discrepancies between the budget slides presented and the budget book that was previously provided to Council. Chief Holland stated that the team had made some updates to the budget and the slides presented were the most up-to-date and accurate numbers. Treasurer Brooks noted three (3) adjustments made to the Patrol and Command Departments.

Council Vice President Ward asked how the Police Department disposed of old equipment, specifically firearms. Chief Holland noted that options for the disposal of firearms were limited by law and included sale to a licensed manufacture, resale to the officers that the firearm was issued to or destruction. Chief Holland said that the City's most recent disposed firearms had been sold back to the manufacture they were purchased from. He added that body armor was not made available to the public, it was either destroyed or returned to the manufacture, also highlighting a limited lifespan for body armor, typically five (5) years.

Council Vice President Ward asked about the CCTV process and monitoring. Chief Holland said the program was managed by the Administrative Services division and noted that the cameras were not exclusively monitored 24/7 but were positioned so dispatchers were able to view them throughout the day. He



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 2, 2018

highlighted an instance when a dispatcher noticed suspicious activity on the CCTV cameras resulting in an investigation. Chief Holland said the camera feeds were recorded, stored and used as an investigation tool.

Council Vice President Ward inquired about the life cycle replacement schedule for equipment. Chief Holland responded that the City did have a schedule and noted an eight (8) year replacement schedule for cars and a five (5) year schedule for desktop computers and in-car computers. He also said that the replacement schedule was a guide and at times equipment may be replaced on a longer or shorter schedule due to condition.

Council Vice President Ward asked about the replacement of servers and if cloud servers were in use or had been considered. Technical Officer Hartnett provided information on recent server replacements and noted that quotes to store videos in the cloud had been cost prohibitive and associated with long retrieval times for videos. He acknowledged that in the future cloud storage may be implemented.

Councilmember Spell asked if the budget included dispatch services for neighboring municipalities. Chief Holland confirmed that the budget included funds to support dispatch services for Mount Rainier and if services were requested from other municipalities that request would be brought forth to Council.

There was a brief conversation regarding funding offsets including grants. Administrator Nicholson noted that there was funding in the Administrator's budget for grant writing support. Councilmember Solomon asked if there were any federal grants that the City had not been able to apply for since becoming a Sanctuary City. Chief Holland said the City had not applied for any federal grants.

Circling back to the storage of body worn camera videos, Councilmember Solomon asked if there had ever been a loss of videos due to technical issues and if the City had been unable to respond to a public information act request as a result. Lieutenant Purvis recalled an incident where it had taken some time to retrieve videos due to a technical issue but said videos had eventually been successfully retrieved. Chief Holland briefly explained the process for handling public information requests. Councilmember Solomon said he was interested in developing a possible service model process for handling the storage and retrieval of video. He asked about the current process for managing video and the need for the new position. Lieutenant Purvis provided details on the process from incident, storage, review, and if needed, retrieval. He noted that the process was extremely time consuming. Councilmember Solomon said he was interested in technology solutions to streamline the process.

Councilmember Croslin asked what happened to weapons that were destroyed and if the City received confirmation upon destruction. Chief Holland said they were disassembled and melted. Captain Awad said an officer was present to witness destruction.

Council President Haba asked how many current vacant positions were in the Police Department. Chief Holland said there were currently three (3) vacant police officer positions. Chief Holland noted that the two (2) sworn positions requested in FY19 were funded for half-year because it was anticipated it would take some time to hire those positions. Council President Haba asked about the procedure for foot patrol and if they were focused on residential or commercial areas of the City. Chief Holland said that bike or foot patrol was most prevalent in the commercial areas.

Councilmember Wright asked if the City had built redundancies into the body camera video storage system. Officer Hartnett confirmed that no data had been lost and the data was secure. However, he noted that the demand for video had outpaced the City's ability to keep up with it, adding that this was a common problem for all municipalities and the State.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

Council Vice President Ward returned to the sale of equipment and asked if the proceeds returned to the City's general fund. Treasurer Brooks said that revenue may return either to the general fund or to the department depending on the specific item.

8) Consent Items (9:30 p.m. - 9:35 p.m.)

8.a Appointment to Code Compliance Advisory Committee

HCC-257-FY18

I move that the Mayor and Council appoint Patricia Moore (Ward 1) to the Code Compliance Advisory Committee for a term of 2 years, ending on April 2, 2020.

Lead Sponsor: Lawrence

Co-Sponsor(s): N/A

Cover Page

Committee Application_Moore.pdf

8.b Appointments to the Health, Wellness, and Recreation Advisory Committee

HCC-258-FY18

I move that the Mayor and Council appoint Qing Francis (Ward 2) and Willene Hare (Ward 3) to the Health, Wellness, and Recreation Advisory Committee for a term of 2 years to expire on April 2, 2020.

Lead Sponsor: Suiter

Co-Sponsor(s): Warner

Cover Page

Committee Application_Francis.pdf

Committee Application_Hare.pdf

8.c Parking Pay Shelter: Award of Contract

HCC-262-FY18

I move that the Mayor and Council accept the proposal submitted by Par-Kut International Inc, 40961 Production Drive, Harrison Township, Michigan for the furnishing of eleven (11) parking pay stations shelters and authorize the City Administrator to execute a contract for services in an amount not to exceed \$53,000, upon the review and approval of the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

Cover Page

Memo - Parking Pay Shelter RFP.docx

16-035h-683x1024.jpg

8.d Proclamation of National Volunteer Week

HCC-269-FY18

I move that the Mayor and Council proclaim April 15 - 21, 2018 as National Volunteer Week in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

Cover Page

National Volunteer Week 2018.docx

8.e Proclamation of Arbor Day

HCC-270-FY18

I move that the Mayor and Council proclaim April 27 to be Arbor Day in the City of Hyattsville.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Arbor_Day_2018.docx](#)

8.f Schedule Special Council Meeting for April 18, 2018

HCC-278-FY18

I move that the Mayor and Council schedule a Special Council Meeting to be held on Wednesday, April 18 at 8:00 p.m. to discuss the FY-2019 Budget.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Calendar of Budget Presentations_FY19_REVISED.docx](#)

8.g Mobile Communications and Command Vehicle

HCC-281-FY18

I move that the Mayor and Council accept into the Police Department vehicle fleet one 1993 International LDV Bus VIN# 1HTMGPHL4PH478862 Mobile Communications and Command Vehicle donated at no cost to the City of Hyattsville by the Prince George's County Government.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/Af

[Cover Page](#)

[Mobile Communications and Command Vehicle - Image.pdf](#)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence

9) Action Items (9:35 p.m. - 9:45 p.m.)

9.a Hyattsville Ordinance 2018-01: City of Hyattsville City Police Department Police Logo (5 minutes)

HCC-240-FY18

I move that the Mayor and Council introduce Hyattsville Ordinance 2018-01, a ordinance whereby the City Council of the City of Hyattsville amends Chapter 4 to adopt an additional logo for the use of the City of Hyattsville Police Department (FIRST READING).

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Ordinance_2018-01_Police_Logo_FINAL.docx](#)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

9.b Zoning Variance Request V-194-17: 3610 Longfellow Street, Hyattsville (5 minutes)
HCC-276-FY18

I move that the City Council authorize the Mayor to send correspondence to the Prince George's County Board of Zoning Appeals stating the City of Hyattsville's support for Variance Request V-194-17 for a waiver of the front yard depth, net lot coverage and rear line setback for the subject property 3610 Longfellow Street, Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[V-194-17_Memo_to_Council.docx](#)

[V-194-17 From County.pdf](#)

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11.pdf](#)

Assistant City Administrator Chandler provided an overview of the variance request, stating that the City recommended support. There were no questions from Council.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence

10) Discussion Items (9:45 p.m. - 10:10 p.m.)

10.a) Maryland DHCD Community Legacy Grant Resolution (10 minutes)
HCC-275-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Memo_-_Community_Legacy_Grant_Resolution_FY2019_LR.doc](#)

Assistant City Administrator Chandler briefly summarized the Community Legacy Grant program and highlighted past successes of the program. Mayor Hollingsworth suggested that the program look how triple bottom line strategy could be applied to small to mid-size municipalities in the context of delivering on the goals of economic programs. Mayor Hollingsworth stated that the resolution would return for consent.

10.b FY19 Budget Initiative: Clean & Safe Team (15 minutes)

I move that the Mayor and Council allocate \$250,000 to establish a pilot/inaugural "Clean & Safe Team" with an initial focus on the Queens Chapel-Hamilton Street commercial corridor. I further move that the Mayor and Council authorize the City Administrator or her designee to formalize funding or programmatic partnerships necessary to implement the program.

[Cover Page](#)

Mayor Hollingsworth said that Council had asked for more information regarding the potential funding offset with Prince George's County Workforce Services for the proposed Clean and Safe Team. She relayed that there had been a meeting with Workforce Services to discuss a possible subsidy for wages of employees



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

of the program for up to six (6) months for the first year. She said the subsidy would cover approximately \$100K for four (4) full-time and three (3) part-time employees at an entry wage level.

Council President Haba thanked Mayor Hollingsworth for the additional information. He asked for clarification on the term of the subsidy. Mayor Hollingsworth provided details on the transitional jobs program under Workforce Services and noted that the end goal for participants of the program was permanent employment. She said the Clean and Safe Team program envisioned partnerships with area municipalities to refer its employees to permanent employment positions after six (6) months or a year of employment with the team. She noted that to continue participation in the transitional jobs program beyond the initial six (6) months, the City would need to meet the parameters of the Workforce Services program which may include a maintaining a level of staffing with certain amount of turnover for new Clean and Safe Team employees.

Council President Haba asked if Workforce Services had committed to the program. Mayor Hollingsworth said an informal verbal commitment had been made but Workforce Services could not commit until the City formally committed to the Clean and Safe Program. Assistant Administrator Chandler provided additional details on the mechanics of the Workforce Services Transitional Jobs division. Mayor Hollingsworth reiterated that the City would need to provide details on the City's program and structure before entering into an agreement with Workforce Services. Council President Haba asked if there was a penalty if participants in the program were not able to find placement into a permanent job after the specified timeframe. Mayor Hollingsworth said that the City's program would likely be required to provide various opportunities. Councilmember Suiter said that there were often requirements placed on the individual employees. She further stated her support of the program.

Councilmember Warner asked Assistant Administrator Chandler if he knew the timeframe for the Riverfront Project. Assistant Administrator Chandler said there was not a definitive timeline yet, but he imagined it was approximately 24 months away from fruition. Councilmember Warner asked if the City was aware when the Ager Road improvements were complete. Administrator Nicholson said she would follow up with Director of Public Works Riddle on the answer.

Councilmember Wright asked if a special taxing district had been considered to support the program. Mayor Hollingsworth noted that similar structures in D.C. were often business owner initiated with special taxing districts but that was not how the City's program had been envisioned. Councilmember Wright asked if there were safety concerns for the program participants. Administrator Nicholson said the City would focus on training employees, providing monitoring and support. Councilmember Wright asked what a typical day would be for these employees. Administrator Nicholson said that employees would maintain a presence in the area, clean up trash, and provide customer service to residents and visitors. She also noted that the City would provide support and training as required by Workforce Services.

Councilmember Wright asked if the program could be extended to other areas of the City. Mayor Hollingsworth said that if the program was successful she would love to see it extended, but also noted some challenges with the scale of the area located at University Town Center. She also said there may be a possibility for the development of a business improvement district in the Transit District area.

Mayor Hollingsworth suggested that staff could organize a field trip for Councilmembers to visit a business improvement district in D.C. She said the request before the Council was to have the program added to the FY19 budget and suggested the Council hold a straw poll.

Councilmember Solomon asked Treasurer Brooks what the amount of current proposed deficit in the FY19 budget was. Treasurer Brooks said he would follow up with Council on an exact figure, but he believed it was around \$695K.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 2, 2018

Council President Haba said he supported the idea but expressed concerns about the fiscal requirements of the program and a lack of firm commitment from Workforce Services. He said he was not at ease to move forward with the program for FY19 at this time. Mayor Hollingsworth said she recognized that the Clean and Safe Team was one of several pricy items she had put forward this budget year. She highlighted the benefits of the program, stating that this was a tangible benefit for residents and a way for the City to demonstrate a commitment to its business districts. Additionally, she noted that for the past five (5) years, the City had operational budgets with projected deficits, but had ended each year with a surplus of at least \$600K. Mayor Hollingsworth said she believed the City had the resources available to implement this program.

Councilmember Warner said there was a lot about the proposal she liked and while she did not mind spending funds to provide residents with the services they deserve she intended to vote against this program. She elaborated that her reasoning for voting against the program was due in part to the timing, noting a transitional period for the area with upcoming development. She said she would love to see the program start soon before the transformation of the area, but this seemed early. She also said she was concerned about the capacity to staff to take on an intuitive with seven (7) new employees without stretching staff too thin. Mayor Hollingsworth said clarified that the intent of the program was not to make the case for West Hyattsville but to make the area safe for residents who are currently in the area and highlighted the various benefits of the program.

Councilmember Solomon said that while he believed the cost was expensive and had concerns with additional financial commitments of the City, he was going to support the proposal. He said he would view the budget in its totality and noted that the City had not historically spent all budgeted funds. He also advocated for the benefits of the presence of the employees in the area would have for residents.

A straw poll was held with seven (7) Councilmembers indicating support of the initiative as proposed and Councilmembers Perry, Haba, and Warner declining support.

11) **Council Dialogue (10:10 p.m. - 10:20 p.m.)**

Councilmembers Croslin and Suiter provided notices of upcoming events including the HY-Swap, the Commercial Façade Program, and the Health and Wellness Committee seminar on children's health and indoor air quality.

Councilmember Solomon thanked DPW for their work on sidewalk replacement on 37th Place and offered his condolences for the recent passing of Bladensburg Councilmember Beverly Hall.

12) **Community Notices and Meetings**

[Cover Page](#) 

[Main City Calendar_Apr 3 - Apr 16 2018.docx](#) 

13) **Motion to Close**

13.a Motion to Close

NOTE: The Council will not return to open session.

I move that the Mayor and Council close the Council Meeting of April 2, 2018 in order to consider the acquisition of real property.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 2, 2018

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

[Cover Page](#)

The Council moved to enter closed session at 10:45 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Croslin
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Wright, Suiter, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 10:51 p.m. on Monday, April 2, 2018, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: **City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks and City Clerk Laura Reams. Councilmember Bart Lawrence was absent.**

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

Topics Discussed: Staff presented to Council an offer to acquire real property located within City limits.

Action Taken: None taken.

The closed session adjourned at 11:05 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Croslin
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Croslin, Warner, Wright, Suiter, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Lawrence



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Laura Reams

Submitting Department: Community & Economic Development

Item Type: Legislative

Agenda Section: Motion to Close (8:15 p.m. - 8:45 p.m.) Times are approximate.

SUBJECT

Motion to Close (30 minutes) NOTE: The Council will return to open session at approximately 8:45 p.m.

HCC-306-FY18

Recommendation:

I move that the Mayor and Council close the Council Meeting of May 7, 2018 in order to consider the acquisition of real property.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

N/A

Legal Review Required?

Complete.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Audit

Agenda Section: Presentations (8:45 p.m. – 9:30 p.m.)

SUBJECT

FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-104-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

- * The FY-2016 final audit report is being filed with the State Department of Administrative Services.
- * The FY-2017 audit is progressing well, confirmations to external government funding sources including grants have been sent and control level reports are being reviewed for completion by the Treasurer. As previously reported I anticipate completion of this audit mid-July 2018.
- * New GASB announcements are being considered for implementation prior to closeout of FY-2017.

Next Steps:

Continue to work through all of the audit stages until final completion.

Fiscal Impact:

Late audit filings can result in loss of State Grants and loss of revenues from the State of Maryland.

City Administrator Comments:

See background above.

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Nicola Konigkramer

Submitting Department: Finance

Item Type: Budget

Agenda Section: Presentations (8:45 p.m. – 9:30 p.m.)

SUBJECT

FY19 Five Year Forecast (10 minutes)

HCC-294-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City Administrator, per section C5-5 of the City Charter and Code shall submit a proposed 5-year forecast for the operating budget and capital improvement budget.

Next Steps:

File with the City Council and City Clerk.

Fiscal Impact:

The proposed 5-year forecast operating budget and capital improvement expenditures should be within projected revenues and fund balances.

City Administrator Comments:

For discussion

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent & Accessible Governance.

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Katie Gerbes

Submitting Department: Community & Economic Development

Item Type: Presentation

Agenda Section: Presentations (8:45 p.m. – 9:30 p.m.)

SUBJECT

DSP-17044: Riverfront at West Hyattsville Architecture Plan (15 minutes)

HCC-313-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[DSP-17044 Presentation Memo.docx](#)

[Hyattsville TH Presentation_v3_final.pdf](#)

Summary Background:

The Riverfront at West Hyattsville project is a townhouse development occurring at 5600 Ager Road, adjacent to the West Hyattsville Metro station. The project is proposed to include the construction of 183 fee-simple townhomes, along with a public “amphitheater” area along the Northwest Branch Trail.

This specific project was reviewed and supported by the City Council the Fall of 2016, as the applicant sought, and was ultimately granted, approval for their preliminary plan of subdivision and infrastructure only detailed site plan on the site. In prior years, detailed site plans were reviewed and approved as a single application, however due to the project scale, specifically the large amount of grading and infrastructure work necessary on the site, the applicant decided to complete the detailed site plan in two stages: infrastructure and architecture.

The architecture plan Detailed Site Plan application before the City Council will include details such as the townhouse façade and architectural style, landscaping, lighting and stormwater management.

See attached memo for additional details.

Next Steps:

The application will be reviewed by the Planning Committee on May 15, 2018. The application is currently scheduled to come before the City Council on the “Discussion” agenda on May 21, 2018, and on the “Action” agenda on June 4, 2018.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

This is the first time the architecture plan will be introduced to the public. It will be presented to the Planning Committee on May 15, 2018. There will also be opportunities for the public to comment on the application at the May 21st and June 4th Council meetings.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator and Director, Community & Economic Development
Katie Gerbes, Community Planner

Date: April 27, 2018

Re: DPS-17044: Riverfront at West Hyattsville Architecture Plan

The purpose of this memorandum is to provide the Mayor and members of the City Council with information regarding the presentation from Gilbane Development Company on DSP-17044, their architecture detailed site plan for the Riverfront at West Hyattsville project.

Project Summary

The Riverfront at West Hyattsville project is a townhouse development occurring at 5600 Ager Road, adjacent to the West Hyattsville Metro station. The project calls for the construction of 183 fee-simple townhomes, along with a public “amphitheater” area along the Northwest Branch Trail.

This specific project has come before the City Council before. In the fall of 2016, the applicant sought, and was ultimately granted, approval for their preliminary plan of subdivision and infrastructure only detailed site plan on the site. Typically, detailed site plans are handled as one application, however due to the large amount of grading and infrastructure work necessary on the site, the applicant decided to complete the detailed site plan in two stages: infrastructure and architecture.

The architecture plan before the City Council will include details such as the townhouse façade and architectural style, landscaping, lighting and stormwater management.

Next Steps

The applicant will be presenting their detailed site plan to the City Council at the May 7, 2018 meeting. The application will be reviewed by the Planning Committee on May 15, 2018. The application is currently scheduled to come before the City Council on the “Discussion” agenda on May 21, 2018, and on the “Action” agenda on June 4, 2018.

RIVERFRONT AT WEST HYATTSVILLE
City of Hyattsville City Council Presentation



Agenda

- Approvals To Date
- Project Schedule
- Original Site
- Construction Status Update
- Approved DSP Townhouse Site Layout
- Proposed Townhouse Architecture
- Proposed Community Park
- Park + Offsite Improvements
- Q&A

Approvals to Date

- Preliminary Plan of Subdivision
- Infrastructure DSP
- Mandatory Approval
- FEMA/MDE Floodplain
- MDE Cleanup (VCP)
- Permits (Mass Grading, TCP, etc.)

Project Construction Schedule

October 2018 – Obtain Architecture DSP Approval

November 2018 – Finish Mass Grading Work

December 2018 – Begin Town House Development Site Work (w/ Park)

June 2019 – Finalize Town House Development Site Work (w/ Park)

July 2019 – Begin Town House Construction

Original Site – Vacant Industrial Property



Construction Status Update

- Building remediated - July 2017
- Ginn's warehouse and parking lot demolished – August 2017
- Flood Plain mitigation mass grading work begun – December 2017.



Approved DSP Townhouse Site Layout



Proposed Townhouse Architecture - Front



Typical townhouse front materials: brick veneer, fiber cement panel and siding

Proposed Townhouse Architecture - Rear



Proposed Townhouse Architecture - Sides



24' UNIT - SIDE
20' UNIT - SIDE
LEFT SIDE ELEVATION

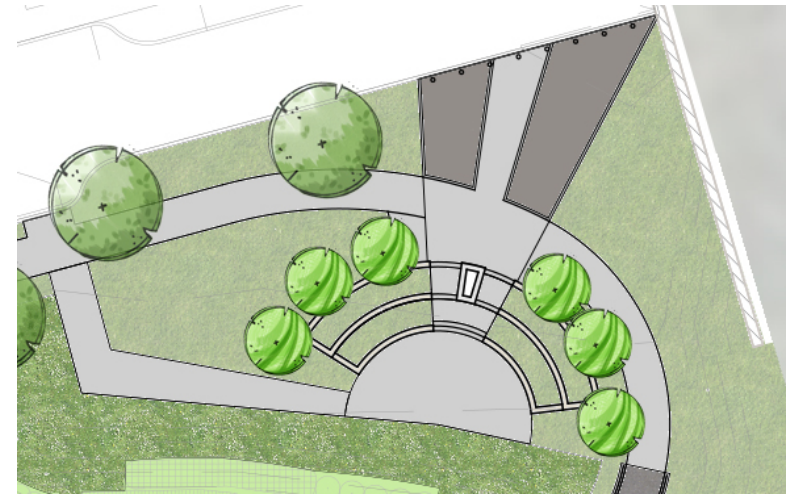


24' UNIT - HIGH VISIBILITY SIDE
20' UNIT - HIGH VISIBILITY SIDE
RIGHT SIDE ELEVATION

Community Park on Northwest Branch Trail



Community Park – Amphitheater Concept



Community Park – Entrance Rendering



Park + Offsite Improvements on Northwest Branch Trail

- Increase safety, connectivity and creation of open space for community
- 1,100 linear feet of a 10' hiker/biker trail & replacement of a portion of existing trail
- Hardscape improvements and scenic overlooks
- Landscaping and lighting improvements throughout the park area
- New Emergency Call Boxes
- New LED lighting from park area to Queens Chapel Rd



Questions?



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Katie Gerbes

Submitting Department: Community & Economic Development

Item Type: Presentation

Agenda Section: Presentations (8:45 p.m. – 9:30 p.m.)

SUBJECT

PPS 4-17025: Hyatt View (15 minutes)

HCC-319-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Presentation Memo.docx](#)

[Hyatt View Presentation.pptx](#)

[A-VAR-4-17025.pdf](#)

Summary Background:

The proposed development is located at the southeast corner of 44th Avenue and Oglethorpe Street. The property currently consists of one single-family detached home. The applicant is proposing the construction of eight (8) fee-simple townhouses on the site. The property is zoned C-O (commercial office) and lies within the Gateway Arts District Development District Overlay Zone (DDOZ). Within the DDOZ, the property falls into the "town center" character area. The total area of the subject site is 0.27 acres.

See attached memo.

Next Steps:

The application is scheduled for "Discussion" agenda on May 14, 2018. It will be presented to the Planning Committee on May 15, and brought back to the Council for "Action" on May 21.

Fiscal Impact:

N/A

City Administrator Comments:

Presentation Only

Community Engagement:

The Planning Committee is scheduled to hear and make recommendations on the application on May 15, 2018. Residents will have an opportunity to provide public comment at the upcoming Council meeting and Planning

Committee meeting. A page has also been created on the Speak Up HVL website for resident input and feedback. The staff will coordinate to ensure appropriate notification of surrounding residents.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator and Director, Community & Economic Development
Katie Gerbes, Community Planner

Date: April 27, 2018

Re: PPS 4-17025: Hyatt View

The purpose of this memorandum is to provide the Mayor and members of the City Council with background information on PPS 4-17025, a preliminary plan of subdivision application for the Hyatt View development, proposed to be located at the corner of 44th Avenue and Oglethorpe Street.

Project Details

The proposed development is located at the southeast corner of 44th Avenue and Oglethorpe Street. The property currently consists of one single-family detached home. The applicant is proposing the construction of eight (8) fee-simple townhouses on the site. The property is zoned C-O (commercial office) and lies within the Gateway Arts District Development District Overlay Zone (DDOZ). Within the DDOZ, the property falls into the “town center” character area. The total area of the subject site is 0.27 acres.

The applicant is proposing eight (8) townhouse lots on the side. The townhouses would face Oglethorpe Street and vehicular access provided via an alley on the southern edge of the site that services the rear loaded garages. The alley would connect to the street grid at 44th Avenue.

Next Steps

An administrative error by M-NCPPC delayed the referral request to the City for this case. Staff at M-NCPPC have requested submission of all referral comments prior to May 17, 2018 for inclusion in their staff report to the Planning Board. Due to the delay in notification to the City and associated tight time frame, it is not possible for the City to meet the submission deadline. Instead, staff plans to present the City Council’s decision on the application as an exhibit at the Planning Board meeting scheduled for June 7, 2018. By doing this, it ensures the City can thoroughly and properly review the application, while also being able to submit our comments to the Planning Board.

Staff recommends the following schedule for review:

- Presentation to the City Council: May 7, 2018
- Discussion by City Council: May 14, 2018
- Presentation/Recommendation by Planning Committee: May 15, 2018
- Action by City Council: May 21, 2018
- Staff Presentation of City Council Comments: June 7, 2018



Hyatt View Town Homes

By RBC, LLC.

Coming Spring 2019

Front Elevation



Rear Elevation



Rear Elevation

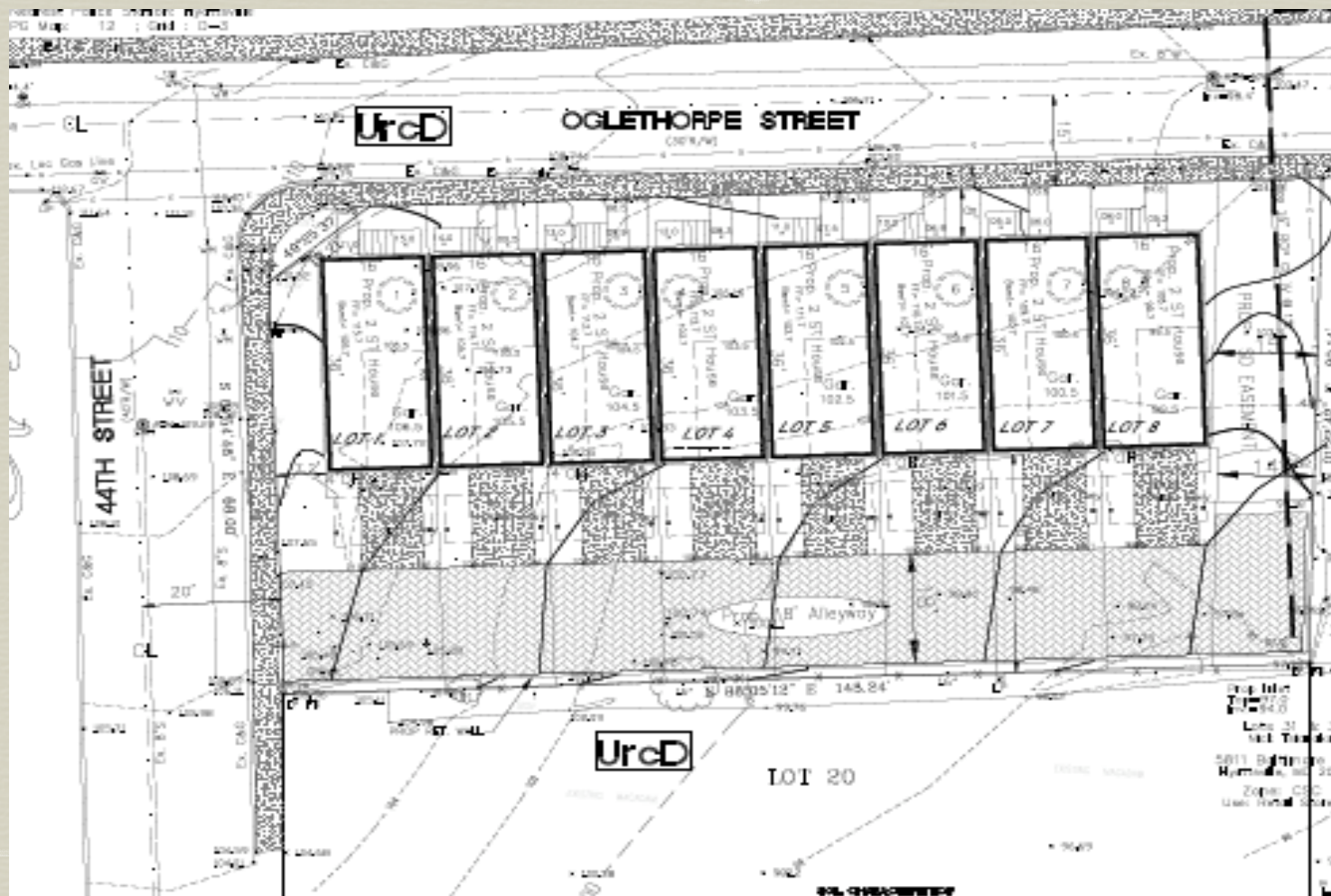
SCALE: No Scale

Side Elevation



Side Elevation
SCALE: No Scale

Site Plan



House Features

- ❧ 8 New Townhomes
- ❧ Four Levels Total
- ❧ Three Stories From Oglethorpe
- ❧ Finished Loft with Full Bath on 4th Floor
- ❧ Rear Alley Access to Garage
- ❧ 1940 Sq. ft. each

House Features

- ✧ French Inspired Architectural Design With Mansard Roof
- ✧ Stone/Stucco Front Facade
- ✧ Basement Garage With Additional Parking on Driveway
- ✧ 8'x12' Deck to Kitchen
- ✧ Rec. Room/Office in Basement
- ✧ 3 Bedroom
- ✧ 3 ½ Bathrooms
- ✧ Stainless Steel Appliances and Granite Surfaces
- ✧ Hardwood Floors

House Features

❧ Energy Saving Features:

- ❧ Well Insulated Walls and Ceilings
- ❧ Stop Air Infiltration
- ❧ High Performance Double Glazed Low-E Windows
- ❧ High Efficiency Air-condition / Heating system
- ❧ Energy Saving Appliances

House Features

Smart Home Features:

- Robust Wi-Fi Network Coverage on All levels
- Electronic Front Door Lock with Wi-Fi access
- Programmable Thermostats
- Door Bell With Camera
- Occupancy Sensors in bathrooms to save electricity

Request for a variation to reduce Public Utility Easement width

PRELIMINARY PLAN 4-17025

HAYATT VIEW

ALAN RAHIMI (APPLICANT)

Property Information & Proposed Use

The subject property is known as P/o Lot 18 & Lot 19, having an area of 0.2744 acres. The property is located in a fully developed area with mix uses, single family houses, multifamily and commercial. The proposed development is in compliance with the current zoning, C-O, and the Hyattsville Art District Overlay Zone DDO and the general characteristic of the neighborhood. An eight lots townhouse subdivision is being proposed. In so doing, a variation request is also filed as per section 24-113 in accordance to comply with Section 24-122(a) where the ten feet wide Public Utility Easement cannot fully be provided.

Current Conditions & Background

The proposed development is proposed to be in full compliance with the Art District Overlay Zone and its requirement, and in order to do so, the width of the public utility easements along both streets, Oglethorpe Street and 44th Ave, is being reduced to 5' instead of 10'. This site is on a fully developed streets in terms of right of way, curb & gutter, sidewalk and utilities. All utility lines are in place, electric, phone, cable etc. There are no future plans for widening the roads and therefore, the proposed 5' easement is more than adequate to provide any future utility work that might occur.

Pursuant to Section 24-113, variation may be granted where certain conditions are met as stated below:

1. The granting of the variation will not be detrimental to the public safety, health, or welfare, or injurious to other property.

The granting of the variation will have no negative impact to public safety, welfare and health. The area is almost fully developed with all utilities in place as it currently exists. Road improvement and/or widening is not anticipated in the foreseen future. Furthermore, the proposed development will provide for an additional five feet for any possible future utility use. Accordingly, the granting of the variation will not jeopardize public health and welfare.

2. The conditions on which the variation is based are unique to the property for which the variation is sought and are not applicable generally to other properties.

This property as stated above has unique circumstance in which road widening is not going to take place, utilities are currently present within the existing right of ways along both streets, and located in a fully developed area, therefore, a full ten feet easement is not warranted. The granting of the variation is therefore based on the specific circumstances of the subject property and the granting of this variation request does not confer any special privilege or treatment to the applicant that will be denied to others. The applicant is not requesting a special privilege, rather attempting to develop the property in accordance with the current zoning regulations and standards.

3. The variation does not constitute a violation of any other applicable law, ordinance, or regulation.

The applicant is seeking to comply with all the applicable regulations. As stated above, the subject property has unique conditions, i.e., size and location that the variation request is based upon. The granting of this request in no way will cause, create and/or constitute a violation of any other law, ordinance, and regulations. The proposed development of the subject property is in full compliance with the underlying zoning and subdivision regulations.

4. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations is carried out.

The subject property is situated on the corner of Oglethorpe St. and 44th Ave. with a small area of 11,954 sf., and is rectangular in shape with aspect ratio of 2 to 1. The site area is very small and any additional area designated for easements will further diminish any potential development opportunities. The full implementation of the public utility easement as required on both streets will substantially reduce the development area envelope available on site, rendering the site unsuitable for development. The general character of the area is such that some structures are in close proximities to the right of way lines where very small areas are designated for utility easement, if any. The applicant on the other hand is providing five feet along all right of ways for any possible future utility installation. Therefore, given the shape of the property and its location, the full 10' public utility easements running alongside both streets as required by code will cause a significant hardship to the applicant by denying him a good portion of the land that otherwise could be utilized.

5. In the R-30, R-30C, R-18, R-18C, R-10A, R-10, and R-H Zones, where multifamily dwellings are proposed, the Planning Board may approve a variation if the applicant proposes and demonstrates that, in addition to the criteria in [Section 24-113](#)(a), above, the percentage of dwelling units accessible to the physically handicapped and aged will be increased above the minimum number of units required by Subtitle 4 of the Prince George's County Code

This is not applicable.

Summary/Conclusion of Request

Based on the above, this request does meet the requirements for the granting of the variation as stated in the subdivision regulations Section 24-113, and denial of said request will be a significant hardship to the applicant.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Z. Shalabi', with a long horizontal flourish extending to the right.

Ziyad Shalabi, P.E.,
Engineer for Applicant



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Laura Reams
Submitting Department: Administration
Item Type: Legislative
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Schedule Public Hearing for Revitalization Tax Credit Application: Riverfront at West Hyattsville

HCC-307-FY18

Recommendation:

I move that the Mayor and Council schedule a Public Hearing for May 14, 2018 at 7:30 p.m. to receive public testimony regarding a request by the Gilbane Development Company for the City to consider a revitalization tax credit applied to 100% of real property taxes for multi-family dwellings as part of the Riverfront at West Hyattsville Development.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Hyattsville 108-4 Revitalization Tax Credit.pdf](#)

Summary Background:

Chapter 108-Taxation, Section 108-4 Revitalization Tax Credit, grants the City Council the authority to establish Revitalization Tax Credit Districts, declaring such districts in the City's Commercial Corridors for commercial, industrial, residential and retail property and setting conditions to apply the tax credit to any particular property.

Next Steps:

A public hearing will be scheduled for May 14, 2018 at 7:30 PM to consider this request and solicit feedback from the public.

Fiscal Impact:

The applicant is requesting a proposed revitalization tax credit for 100% of the project's 400-units of multi-family dwelling structure(s). The annual real estate property tax revenue for the subject properties is estimated at \$416,000.

City Administrator Comments:

Upon receipt and acceptance of a completed application, the City's Community and Economic Development department will refer a copy of the application to the City Administrator and Treasurer for review discussion. City staff may obtain a professional consultant for additional level of review and input. Upon receipt of the completed application, and staff review, the staff will provide a recommendation to the City Council.

The City shall also hold a public hearing on the project and recommendations prior to introducing a resolution for the proposed project. 71

Community Engagement:

The purpose of the Public Hearing is to consider testimony submitted by the public.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

Pending

cooperation and/or maintenance of one or more aspects of the Homeowners Property Tax Credit program.

F. Penalties for false and fraudulent information.

A person who knowingly submits a false or fraudulent application, or withholds information, to obtain tax credit under this section has committed a misdemeanor. In addition, the person must repay the City for all amounts credited and all accrued interest and penalties that would apply to those amounts as overdue taxes. The City may enforce this subsection by appropriate legal action. A person who violates this subsection is liable for all court costs and expenses of the City in any civil action brought by the City against the violator.

§108-4 REVITALIZATION TAX CREDIT

A. PURPOSE. The purpose of the City's Revitalization Tax Credit Program is to provide financial incentives to encourage economic development and redevelopment in the City by creating revitalization districts.

B. AUTHORITY TO ESTABLISH REVITALIZATION TAX CREDIT DISTRICTS. The City Council may establish one (1) or more Revitalization Tax Credit districts. A Revitalization Tax Credit district may be established within an existing development district overlay zone, transit district overlay zone or State of Maryland designated Arts and Entertainment districts.

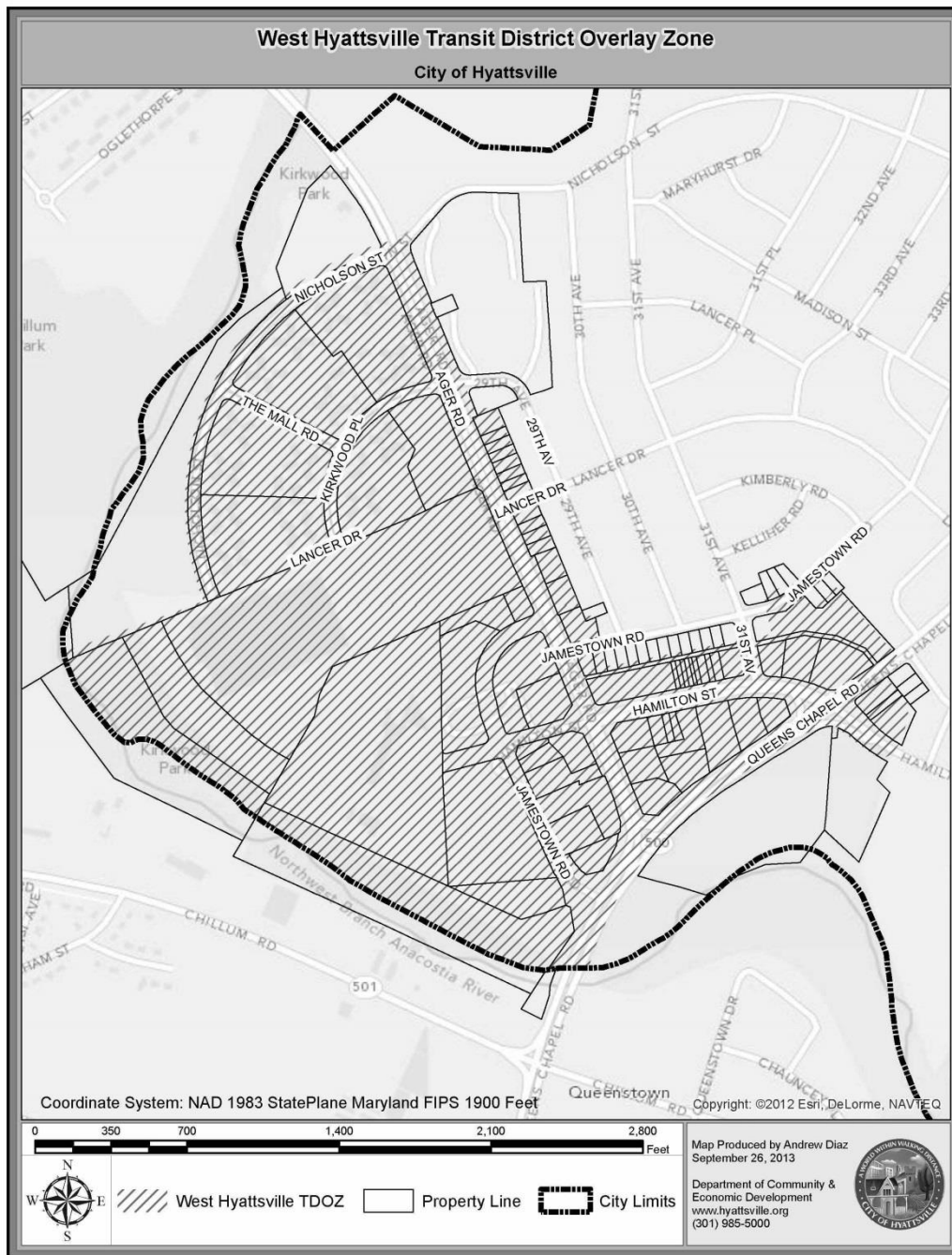
C. REVITALIZATION TAX DISTRICTS ESTABLISHED. The following districts are established:

(a) Prince George's Plaza Transit District Overlay Zone: Real property located within the municipal limits of the City of Hyattsville and within the Prince George's Plaza Transit District

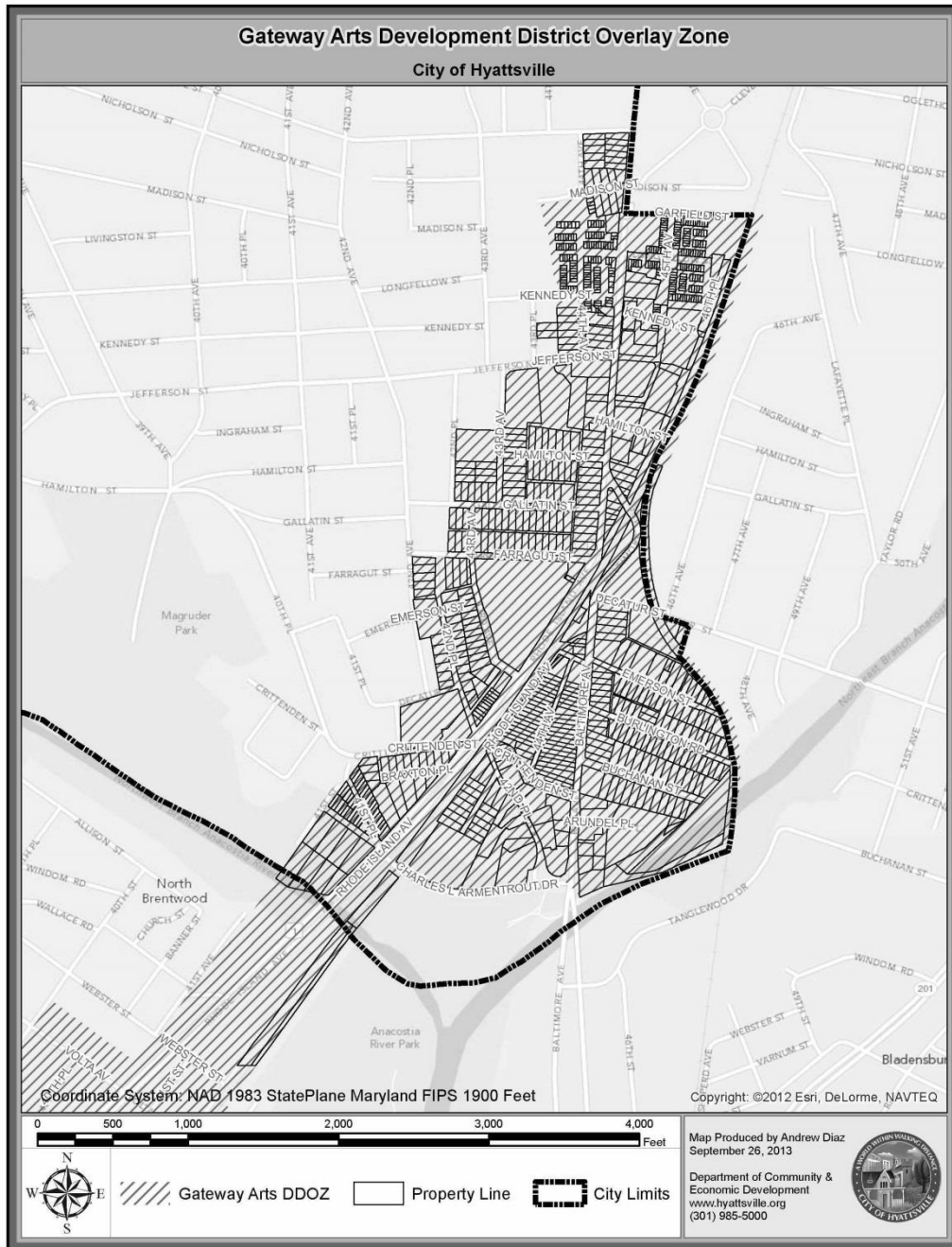
Development Plan as illustrated immediately below:



(b) West Hyattsville Transit District Overlay Zone: Real property located within the municipal limits of the City of Hyattsville that and within the West Hyattsville Transit District Development Plan as illustrated immediately below:



(c) Gateway Arts District Arts & Entertainment District: Real property located within the municipal limits of the City of Hyattsville and within the State of Maryland Designated Gateway Arts & Entertainment District as illustrated immediately below:



- A. **AUTHORITY TO GRANT A TAX CREDIT FOR REAL PROPERTY LOCATED IN A REVITALIZATION TAX CREDIT DISTRICT.** In conformance with the limitations and eligibility criteria established in this Section, the City Council may by resolution grant in its reasonable discretion a property tax credit against the City's real property tax imposed on real property located within a revitalization district if the property is substantially improved, constructed upon or redeveloped and is reassessed as a result of the improvement, construction or redevelopment at a substantially higher value than that assessed prior to the improvement, construction or redevelopment. For any proposed improvement, construction or development the City Council may set a deadline as appropriate for the proposed improvement, construction or redevelopment to commence construction, or completion date, or other conditions as applicable to the particular improvement, construction or redevelopment.
- B. **TAX CREDIT LIMITATIONS.** An eligible property may receive a tax credit on all or part of those City real property taxes imposed on the property, but only those real property taxes which are attributable to or based on the increased assessment resulting from the taxable improvements, construction or reconstruction upon project completion. The duration of the tax credit granted shall not exceed ten (10) years.
- C. **ELIGIBILITY REQUIREMENTS.** To be eligible for the tax credit, a property must meet the following eligibility requirements:
1. Improvements must include new construction, reconstruction, infill development, redevelopment, revitalization, or rehabilitation of residential (excluding single family detached), commercial, hospitality, office, existing parking lots, or mixed-use properties.
 2. The applicant must be in good standing with the City. In order to be in good standing, applicants may not have any outstanding Code violations from any governmental entities, or be delinquent on any payments including, but not limited to, trash bills, permit fees and payable to federal, State, County entity or the City.
 3. Projects are ineligible for this program if they are located within a tax increment financing district at the time of application.
 4. The project is consistent with mission and goals of the City and of sufficient impact and benefit to the City and its citizens to justify extending a tax credit.
- D. **APPLICATION PROCESS.**
1. An application for a City tax credit shall be submitted to the City during the planning phase of the project and in no event later than the submission of a building permit application to Prince George's County.
 2. The application shall demonstrate that all eligibility requirements have or will be met and shall include the estimated value of the completed improvements and any additional information requested by the City as well as the amount of the tax credit sought. All

plans associated with the detailed site plan or building permit shall be submitted with the application, if applicable, including a legal description of the property.

3. The fee for submitting an application shall be one thousand dollars (\$1,000.00).
4. Upon receipt and acceptance of a completed application, the City's Community and Economic Development department will refer a copy of the application to the City Administrator. City staff will provide a recommendation to the City Council as to whether to grant within sixty (60) days of the receipt of the completed application.
5. Upon providing such recommendation, the City shall promptly hold a public hearing on the project and the staff recommendations prior to introducing any resolution regarding the revitalization tax credit for the proposed project.

CITY COUNCIL RESOLUTION. A City Council resolution approving and providing the tax credit awarded must be passed by the Council stating the amounts and terms. The tax credit shall not be effective until the submission to the City of evidence of compliance with any City agreement, contingency, condition or required certifications and such other information or documentation as the City staff may reasonably require. Upon the City's examination of the evidence of compliance submitted on behalf of the project, the City will issue a certificate to the property owner that confirms the parcel's tax credit status. The credit may be in the form of a rebate of taxes or a decreased tax rate at the City's discretion.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Legislative

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Schedule Regular Council Meeting for May 14, 2018

HCC-308-FY18

Recommendation:

I move that the Mayor and Council schedule a Regular Council Meeting to be held on Monday, May 14 at 8:00 p.m.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[2018 Council Meeting Calendar_REVISED MAY 7 2018.docx](#)

Summary Background:

An updated 2018 Council Meeting calendar is attached.

Next Steps:

The meeting will be posted on the City calendar and advertised to the public.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Public notice of the meeting will be posted on the City's website and to notify me subscribers.

Strategic Goals:

Goal 2 - Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



CITY OF HYATTSVILLE, MD

2018 COUNCIL REGULAR & BUDGET MEETING SCHEDULE - REVISED MAY 7, 2018

This schedule may be subject to change. The first and third Monday of the month are reserved for City Council Meetings per City Charter. Meetings & Work Sessions begin at 8:00 p.m. unless otherwise noted. Adopted by the Mayor & Council on November 20, 2017.

JANUARY			
Monday	8	8:00 PM	Regular Council Meeting
Wednesday	17	8:00 PM	FY19 Budget Work Session: <i>Council Budget Priorities</i>
Monday	22	8:00 PM	Regular Council Meeting

FEBRUARY			
Monday	5	8:00 PM	Regular Council Meeting
Tuesday	20	8:00 PM	Regular Council Meeting

MARCH			
Monday	5	8:00 PM	Regular Council Meeting
Wednesday	14	8:00 PM	FY19 Budget Work Session: CANCELLED
Monday	19	8:00 PM	Regular Council Meeting
Wednesday	28	8:00 PM	FY19 Budget Work Session: <i>FY19 Departmental Presentations</i>

APRIL			
Monday	2	8:00 PM	Regular Council Meeting: <i>FY19 Departmental Presentations</i>
Monday	16	7:30 PM	Public Hearing: <i>FY19 Real Property Tax Rate</i>
	16	8:00 PM	Regular Council Meeting: <i>FY19 Departmental Presentations</i>

MAY			
Monday	7	7:30 PM	Regular Council Meeting: <i>Council Budget Amendments</i>
Monday	14	7:30 PM	Public Hearing: <i>Revitalization Tax Credit Application</i>
Monday	14	8:00 PM	Regular Council Meeting
Monday	21	8:00 PM	Regular Council Meeting: <i>1st Reading of FY19 Budget</i>

JUNE			
Monday	4	8:00 PM	Regular Council Meeting: <i>Adoption of FY19 Budget</i>

JULY			
Monday	16	8:00 PM	Regular Council Meeting

AUGUST			
Monday	6	8:00 PM	Regular Council Meeting

SEPTEMBER			
Monday	17	8:00 PM	Regular Council Meeting

OCTOBER			
Monday	1	8:00 PM	Regular Council Meeting
Monday	15	8:00 PM	Regular Council Meeting

NOVEMBER			
Monday	5	8:00 PM	Regular Council Meeting
Monday	19	8:00 PM	Regular Council Meeting

DECEMBER			
Monday	3	8:00 PM	Regular Council Meeting
Monday	10	8:00 PM	FY20 Budget Work Session: <i>Council Budget Priorities</i>
Monday	17	8:00 PM	Regular Council Meeting



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Grant

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Hyattsville Resolution 2018-03: Urban Investment Partners – SGIF Application to Maryland DHCD

HCC-296-FY18

Recommendation:

I move that the Mayor and Council adopt Hyattsville Resolution 2018-03, a Resolution of the City of Hyattsville, Maryland in support of the City's application to the State of Maryland Department of Housing & Community Development (DHCD) for grant funding to support the redevelopment of the 5320-5334 block of Baltimore Avenue, Hyattsville, to be further described in the application to the State of Maryland.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - SGIF Request UIP .doc](#)

[Hyattsville Resolution - 2018-03.doc](#)

[The Armory Apartments - Strategic Demolition Fund - Request for City Support.pdf](#)

[SGIF Fact Sheet.pdf](#)

Summary Background:

In March, the Maryland Department of Housing & Community Development (DHCD) announced the FY-2019 Strategic Demolition Fund application cycle with applications due on or before May 16, 2018. The Strategic Demolition Fund is administered by the Maryland DHCD and is intended to catalyze activities that accelerate economic development and job production in existing Maryland communities. In addition to the SGIF program, the State legislature has appropriated \$1,000,000 in FY-2019 for the National Capital Strategic Economic Development Fund, which limits funds to specific communities, including the City of Hyattsville.

On April 2, 2018, Urban Investment Partners (UIP) submitted a request to the City of Hyattsville to consider sponsoring a \$500,000 SGIF application to the State of Maryland.

Next Steps:

Adopt the resolution and submit application for grant funding

Fiscal Impact:

Any funding awarded to the City would be available July 1, 2018 and would be required to be 50% expended by June 30, 2019 and completely expended by June 30, 2020.

City Administrator Comments:

Recommend Approval

Community Engagement:

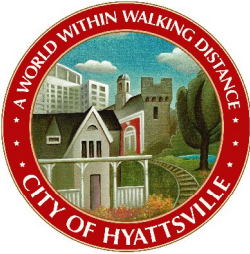
The City's 2017-2022 Community Sustainability Plan, Goal 14C: Advocate for the continued State funding of the Maryland Department of Housing and Community Development's Strategic Demolition and Smart Growth Fund. Continue to use the fund as a redevelopment tool to help finance grey field development by providing financial assistance for the demolition of a no longer viable building.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

From: Jim Chandler, Director of Community & Economic Development, Assistant City Administrator

CC: Ron Brooks, City Treasurer

Date: April 11, 2018

Re: Urban Investment Partners – SGIF Application Request

The purpose of this memorandum is to provide the Mayor, Council and City Administrator with summary of a request from Urban Investment Partners (UIP) to support an application to the State of Maryland's Strategic Demolition and Smart Growth Impact Fund (SGIF) program.

- Maryland DHCD announced the FY2019 Strategic Demolition Fund application cycle with applications due on or before May 16, 2018.
- The Strategic Demolition Fund is administered by the Maryland Department of Housing & Community Development to catalyze activities that accelerate economic development and job production in existing Maryland communities.
- On April 2, 2018, Urban Investment Partners (UIP) submitted a request to the City of Hyattsville to consider sponsoring a \$500,000 SGIF application to the State of Maryland.
- Staff is requesting the Mayor and Council provide with Staff direction as to whether they would like to proceed with sponsoring an application and if so, would require the City Council to authorize a resolution at its meeting on May 7, 2018.

Program Details

The Strategic Demolition Fund, established in 2011, is administered by the Maryland Department of Housing & Community Development and is intended as project gap financing to catalyze activities that accelerate economic development and job production in existing Maryland communities. The Fund aims to improve the economic viability of “grey field development,” which often faces more barriers than sprawling “green field development.”

Program Eligibility

In order for a project to be eligible for funding it must be located in a geographic area designated by the Governor's Smart Growth Subcabinet and must support the plan that has been approved by the Smart Growth Subcabinet as a Sustainable Community Plan. Sustainable Communities are areas found within Priority Funding Areas and are targeted for revitalization.

As a State of Maryland designated Sustainable Community, the City is eligible to apply for SGIF grants as well as other State funding programs authorized under the Sustainable Communities Act of 2010.

Lead applicants for Strategic Demolition Fund – Statewide are:

- Local governments working outside of Baltimore City
- Nonprofit Community Development Organizations working outside of Baltimore City
- Private entities are not eligible to apply directly, but may have an application sponsored by an eligible entity.

Eligible projects include:

- Demolition of derelict non-contributing structures
- Site acquisition and assembly to create redevelopment-sized parcels for solicitation or planned development
- Site development
- Construction-level architectural and engineering designs

UIP Request to the City of Hyattsville

On April 2, 2018, Urban Investment Partners (UIP) submitted a request to the City of Hyattsville to consider sponsoring a \$500,000 SGIF application to the State of Maryland. UIP's letter also states that it intends on applying for an additional \$500,000 in funding in the FY2020 cycle. UIP is proposing redevelopment of the west side of the 5300 block of Baltimore Avenue, Hyattsville. The development, 'The Armory Apartments', is tentatively proposed to include 285-residential units and 31,000 sq.ft. of ground floor retail and an estimated value of \$100 million.

UIP is requesting the City to serve as the applicant for its application request to the State of Maryland. Staff has confirmed with Maryland DHCD staff that they have spoken with UIP representatives and advised that UIP make a request to the City of Hyattsville. The City of Hyattsville as submitted a previous request similar to this pending request. In 2009, the City of Hyattsville, via Resolution 2009-04, approved submission of a \$1.2 million Community Legacy application to assist with funding streetscape, sidewalks and other infrastructure costs directly related to the EYA Arts District Hyattsville project.

In addition to the Statewide SGIF fund, during the 2017 State legislative session, the National Capital Strategic Economic Development Fund was established and received \$1 million in the FY19 budget. This is the first time the program has been funded. Maryland DHCD is expected to include information about this new source of funding as part of the application round briefing for FY19.

Next Steps

Last month Maryland DHCD announced the FY2019 funding application cycle with applications due on or before May 16, 2018.

In order to meet the due date for this year's cycle, Staff is requesting the Mayor and Council provide with Staff direction as to whether they would like to proceed with sponsoring an application and if so, would require the City Council to authorize a resolution at its meeting on May 7, 2018. Any funding awarded to the City would be available July 1, 2018 and would be required to be 50% expended by June 30, 2019 and completely expended by June 30, 2020.



Hyattsville Resolution 2018 - 03

Resolution Supporting the City of Hyattsville FY2019 Strategic Demolition and Smart Growth Impact Fund and National Capital Strategic Economic Development Fund Application

Resolution of the Mayor and Council of the City of Hyattsville has approved/is approving the application and receipt of financing for (the "Project") which is further described in the Strategic Demolition and Smart Growth Impact Fund and National Capital Strategic Economic Development Fund Application ("The Applications"), to be financed either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through other departments or agencies of the State of Maryland.

WHEREAS, the Mayor and Council of the City of Hyattsville recognizes that there is a significant need for reinvestment and revitalization of the communities in the City of Hyattsville; and,

WHEREAS, Urban Investment Partners has acquired long-term vacant properties at 5334 –5320 Baltimore Avenue for the purpose of redevelopment as a mixed-use retail and residential development, as outlined in the attached map (the "Area"), and further as a Community Legacy Area, the purpose of which will be to contribute to reinvestment and revitalization; and

WHEREAS, the Department, either through the Strategic Demolition and Smart Growth Impact Fund, National Capital Strategic Economic Development Fund or through other Programs of the Department, or in cooperation with other State departments or agencies, may provide some or all of the financing for the Project (the "Project Financing") in order to assist in making it financially feasible; and

WHEREAS, the Project is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act and the Project will conform to the local zoning code; and

WHEREAS, the applicable law and regulations require approval of the Strategic Demolition and Smart Growth Impact Fund Project and the Project Financing by the Mayor and Council; and, where appropriate, by the chief elected executive official of the local subdivision;

NOW, THEREFORE BE IT RESOLVED THAT, the Mayor and Council hereby endorses the funding of the Project in the; and, HEREBY approves the request for financial assistance in the form of a grant or loan, up to the amount of \$1,000,000; and

BE IT FURTHER RESOLVED THAT, the chief elected executive official be, and is hereby requested to endorse this Resolution, thereby indicating her approval thereof; and,

BE IT FURTHER RESOLVED THAT, Mayor Candace B. Hollingsworth is hereby authorized to execute documents and take any action necessary to carry out the intent of these resolutions; and,

BE IT FURTHER RESOLVED THAT, copies of this Resolution are sent to the Secretary of the Department of Housing and Community Development of the State of Maryland.

READ AND PASSED THIS 7th day of May 2018.

BY ORDER: Laura Reams, City Clerk, I hereby certify that Resolution Number 2018-03 is true and correct and duly adopted by the Mayor and Council of the City of Hyattsville.

ATTEST/WITNESS:

Mayor and Council of the City of Hyattsville

Laura Reams, City Clerk

By: _____
Name: Candace B. Hollingsworth
Title: Mayor, City of Hyattsville
Date: May 7, 2018



April 2, 2018

Mr. Jim Chandler
 Director of Community & Economic Development
 City of Hyattsville
 4310 Gallatin Street
 Hyattsville, MD 20781

Hyattsville Arts District – The Armory Apartments – State Strategic Demolition Fund

Dear Jim:

We have completed assembling all of the land required to move forward with our project in the Arts District. As a reminder, this project will include approximately 285 rental apartments and 31,000 square feet of street-level retail in the heart of the downtown Hyattsville Arts District. This project will replace a collection of vacant, derelict buildings along Baltimore Avenue, and will contribute tremendously to the economic stability and neighborhood vibrancy of Hyattsville. The total project budget is approximately \$100 million.

Our land acquisition costs will be significantly higher than originally anticipated. However, we remain determined to move this project forward, and are pursuing state-level funding, including \$1 million from the State of Maryland's Strategic Demolition Fund (\$500,000 in fiscal year 2019 and \$500,000 in fiscal year 2020).

The Maryland Department of Housing and Community Development's fiscal year 2019 budget request for capital revitalization programs, as submitted by Governor Hogan, includes \$3.5 million of capital funds to be deployed statewide through the Strategic Demolition Fund. The Strategic Demolition Fund seeks to catalyze activities that accelerate economic development and job production in existing Maryland communities. The Fund aims to improve the economic viability of "grey field development," which often faces more barriers than sprawling "green field development." Awards will focus on those projects that are likely to have a high economic and revitalization impact in their existing communities. Our proposed project meets these criteria.

Eligible projects include:

- Demolition of derelict non-contributing structures
- Site acquisition and assembly to create redevelopment-sized parcels for development
- Site development
- Construction-level architectural and engineering designs

As the project's developer, we are not eligible to be the direct applicant for this funding. Eligible applicants include local governments and nonprofit community development organizations. Therefore, we request that the City of Hyattsville serve as the applicant for \$500,000 of funding from the Strategic Demolition Fund for fiscal year 2019 to support this project.

Please let me know if you have any questions about this request or the status of the project. We look forward to moving forward in cooperation with the City of Hyattsville.

Best Regards,

A handwritten signature in blue ink that reads 'Brook Katzen'.

Brook Katzen
 Vice President of Development

Strategic Demolition and Smart Growth Impact Project Fund

The new \$5 million Strategic Demolition and Smart Growth Impact Project Fund (the Fund) will provide grants and loans to counties and municipalities in conjunction with nonprofit organizations and private entities for such predevelopment activity such as demolition and land assembly in order to facilitate housing and revitalization projects. The Fund would enable critical proactive steps to attract public and private investment towards the ultimate revival of vacant and underutilized sites.

Eligible Projects

Projects supported by the Fund will build on the strengths of existing urban, suburban and rural communities as part of a larger strategy to revitalize an area. Successful projects will:

- Create jobs and provide local services
- Create a range of housing choices and opportunities
- Prepare locations for the redevelopment and reuse vacant or underutilized sites to advance local economic development strategies
- Support “green” redevelopment and development of infill sites in existing communities
- Bring innovative financing and development tools to bear on target projects, including Tax Increment Financing (TIF) and Community Land Trusts.
- Have a major local or regional economic impact

Projects supported by this Fund could include, but are not limited to:

- Strategic land assembly and demolition of vacant, under-utilized properties to stimulate redevelopment
- Mixed-use Transit-Oriented Development (TOD) to include residential density and a range of housing opportunities near transit
- Mixed-income and affordable housing near job centers and high quality schools
- Workforce housing, particularly in areas benefiting from BRAC-induced growth.
- Mixed-use development consisting of residential, retail, commercial and open space
- Infill development in historic Main Streets.

Eligible Target Areas:

Projects will be located in designated Sustainable Communities throughout Maryland targeted for growth and revitalization within Priority Funding Areas including, but not limited to, designated Base Realignment and Closure (BRAC) Zones, Transit Oriented Developments (TOD's), mid-sized municipalities and rural villages.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Budget

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Lease Finance and Purchase of Police Vehicles and Related Equipment

ID-675-16

Recommendation:

I move that the Mayor and Council amend the Motion ID-675-16, adopted on March 19, 2018 to authorize the City Administrator to execute a lease finance agreement with Tax-Exempt Leasing Corp in an amount not to exceed \$367,712 at a rate of 3.80% for five years to finance the lease purchase of eight police vehicles and related equipment approved in the FY-2018 Capital Improvement Plan and upon legal review and approval by the City Attorney.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The Mayor and Council approved the purchase of replacement vehicles for the Police Department and related equipment in the FY-2018 Capital Improvements Budget Plan. Funding for these vehicles and equipment will be provided via lease financing and is consistent with last year. Recently we received three (3) proposals that included the rate and terms for lease financing with the lowest rate quote of 3.80% to a high of 4.55% for a term of five (5) years.

The original motion is listed below. The amendment to the motion is for an increase in the total cost. The cost was originally approved as not to exceed \$337,408 and has been updated to a not to exceed amount of \$367,712. Accordingly, the corresponding twenty quarterly lease payments have increased from \$18,603.58 or less to \$20,274.44 or less.

ID-675-16 as approved on March 19, 2018.

I move that the Mayor and Council authorize the City Administrator to execute a lease finance agreement with Tax-Exempt Leasing Corp in an amount not to exceed \$337,408 at a rate of 3.80% for five years to finance the lease purchase of eight police vehicles and related equipment approved in the FY-2018 Capital Improvement Plan and upon legal review and approval by the City Attorney.

Next Steps:

Execute the lease agreement.

Fiscal Impact:

Twenty quarterly lease payments of \$20,274.44 or less.

City Administrator Comments:

See "Summary Background" above. Recommend Approval

Community Engagement:

None

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Douglas Holland
Submitting Department: Police Department
Item Type: Memorandum of Understanding
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Memorandum of Agreement: NWHS School Resource Officer

HCC-311-FY18

Recommendation:

I move that the Mayor and Council approve a Memorandum of Agreement with Prince George's County for the assignment of one (1) School Resource Officer to Northwestern High School for a term ending on June 30, 2020.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[SRO_Memorandum_of_Agreement.pdf](#)

Summary Background:

Prince George's County on behalf of the Prince George's County Police Department has for many years reimbursed the City of Hyattsville for assigning one officer to serve as a full time School Resource Officer at Northwestern High School. The reimbursement amount is \$80,000 per fiscal year.

The contract incorporates many recommendations and requests made by the Police Chief and City Attorney last year. The contract is for a three year period and is backdated to July 2017.

Next Steps:

Sign agreement and return to the County

Fiscal Impact:

Revenue of \$80,000

City Administrator Comments:

Recommend Approval

Community Engagement:

None

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

Complete

MEMORANDUM OF AGREEMENT
BETWEEN
PRINCE GEORGE'S COUNTY, MARYLAND,
THE PRINCE GEORGE'S COUNTY BOARD OF EDUCATION
AND
THE CITY OF HYATTSVILLE
CONCERNING THE SCHOOL RESOURCE OFFICER PROGRAM

THIS MEMORANDUM OF AGREEMENT ("Agreement") is made this ____ day of 20____, by and among Prince George's County, Maryland, a body corporate and politic (hereinafter referred to as "the County"), on behalf of the Prince George's County Police Department (hereinafter referred to as "the Department"), the Prince George's County Board of Education ("Board") for the Prince George's County Public School System ("PGCPS") and the City of Hyattsville, Maryland, (the "City") on behalf of the Hyattsville Police Department ("Policing Agency") (individually the, "Party" and collectively the "Parties").

RECITALS

WHEREAS, the Parties wish to enter into a memorandum of understanding to advance the public interest of providing a safe learning environment for students, parents, school administrators, faculty and staff.

WHEREAS, the City provides for the establishment of the POLICING AGENCY to be responsible for the preservation of the public peace, prevention of crime, protection of the rights of persons and property and enforcement of laws and the rules and regulations made in the furtherance thereof; and

WHEREAS, the Policing Agency's officers are trained in current law enforcement techniques, have completed a course of training prescribed by the Maryland Police and Corrections Training Commission (MPCTC), are certified law enforcement officers under Maryland Law, and have officers specifically trained as School Resource Officers (SRO);

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

A. MISSION.

The Parties enter into this Agreement for the purpose of establishing and improving the School Resource Officer Program, defining specific duties and responsibilities, and establishing a working protocol for exchanging information and addressing matters of concern cooperatively with the goal of maintaining and enhancing a safe and secure learning environment for students, staff, and the PGCPS school community within Prince George's County, Maryland. The parties agree that:

1. The vast majority of student misconduct is best addressed through classroom and in-school strategies that maintain a positive learning environment and afford students opportunities to

learn from their mistakes, correct any harm that results from their behavior, and restore relationships that are disrupted by their conduct; and

2. The parties will work together to promote safe, inclusive, and positive learning environments and exercise discretion and judgment in responding to PGCPs school-based incidents.

B. OBLIGATIONS OF THE PARTIES.

During the term of this Agreement the Parties shall perform such obligations which are set forth in Attachment A entitled "Roles and Responsibilities" which is incorporated herein by reference.

C. TERM.

The term of this Agreement shall begin on July 1, 2017 and end on June 30, 2020, unless sooner terminated in accordance with this Agreement. The parties may renew this Agreement for additional one year terms upon the written agreement of the Parties within 60 days prior to the expiration of this Agreement. The continuation of this Agreement beyond the end of the fiscal year in which it is executed, and any subsequent fiscal years during which this Agreement is in effect, shall be contingent upon the availability of funding for the applicable fiscal year.

D. TERMINATION FOR CONVENIENCE.

Any party may terminate this Agreement by giving to the other party written notification thereof at least thirty (30) days prior to termination. In the event of such termination and if the City is entitled to compensation of services already rendered, the City shall be compensated upon submission of an invoice in accordance with Section E hereof. The City shall not be entitled to anticipatory profits.

E. COMPENSATION.

The County shall pay to the City the amount of Eighty Thousand Dollars (\$80,000.00) per fiscal year for the term of this Agreement in consideration of the City's assignment of one (1) City officer to serve as a SRO at Northwestern High School on a full-time basis. The County shall pay the City for services rendered not less than thirty (30) days after receipt of a proper invoice containing the signature of an authorized representative of the Board confirming receipt of the services invoiced. The maximum payable to the City under this Agreement shall not exceed Eighty Thousand Dollars (\$80,000.00) per fiscal year, subject to the availability of funding.

F. DOCUMENTATION AND RECORD KEEPING.

The POLICING AGENCY shall maintain documentation as necessary to prove that it is meeting its obligations under this Agreement and such other standards as apply. The POLICING AGENCY shall maintain such documentation for a period of three (3) years after the termination of this Agreement, or in the alternative, shall submit such documentation to the Board within 30 days of the expiration date of this Agreement. At any time during normal business hours, and as deemed necessary by the Board, the POLICING AGENCY shall make available to the Board any such documentation for inspection. Copies of any School Records are the property of the Board and shall be returned by the POLICING AGENCY to the Board upon the termination of this Agreement.

G. CRIMINAL BACKGROUND CHECK.

It is the responsibility of the POLICING AGENCY to make certain that its employees, agents, volunteers, and contractors and any instructors who have contact with students be fingerprinted and have a background check in compliance with Title 5, Subtitle 5, Part VI, of the Family Law Article of the Maryland Code.

1. Employees Having Direct Contact with Students.

Any and all current and future employees of the POLICING AGENCY who have direct contact with students must have a criminal background check and fingerprinting. Previous background checks performed by a municipality, Prince George's County or the Maryland State police department will be accepted, provided PGCPs receives a copy and any updates. No employee can begin work in a Prince George's County Public School until results have been received. Violation of this provision may result in Termination for Cause.

2. Employees that do not have Direct Contact with Students.

Employees of Consultant who will be placed in a PGCPs school but will not have direct contact with students must have on record a Criminal Justice Information Service (CJIS) and NCIC background checks. Copies of the background checks must be forwarded to the Contracting Officer before services can commence. Every two years the Consultant shall submit copies of background checks to the Contracting Officer. Should any employee be flagged during the term of this contract, the Consultant shall contact the Contracting Officer within 24 hours of notification. Violation of this provision may result in Termination for Cause.

3. Employment of Sex Offenders.

The POLICING AGENCY shall at all times be compliant with the Criminal Procedure Article of Annotated Code of Maryland Section 11-722 that states that a person who enters a contract with a County Board of Education or a nonpublic school may not knowingly employ an individual to work at a school if the individual is a registered sex offender. If a registered sex offender is employed by the POLICING AGENCY, they are prohibited from assigning that employee to perform management, delivery, installation, repair, construction or any other type of services on any PGCPs property. Violation of this provision may result in Termination for Cause.

H. STUDENT'S EDUCATION/ MEDICAL/ PSYCHOLOGICAL RECORDS/ CONSENTS.

Prior to dissemination or review of records, POLICING AGENCY and its employees, agents, volunteers and contractors shall maintain the confidentiality of all medical, psychological, and student records in compliance with federal and state laws.

I. CONFIDENTIALITY.

The POLICING AGENCY acknowledges its responsibility to ensure compliance with the confidentiality provisions of the Family Educational Records Privacy Act (34 CFR §99), The Health Insurance Portability and Accountability Act of 1996 (HIPAA) 45 CFR Part 160 and Part 164, Subparts A and E, and Code of Maryland Regulations § 13A.08, with respect to school records provided by the Board, if applicable.

1. PGCPs and POLICING AGENCY acknowledge that certain law enforcement records are exempt from the standard protections offered under FERPA as outlined in 34 CFR §99.8.
2. Any confidential information provided by PGCPs to POLICING AGENCY/Partner, including all copies thereof must be used by POLICING AGENCY/Partner only as provided for by this Agreement and only for the purposes herein described. Such information shall not be disseminated or disclosed to any third party, not a party to this Agreement, without the expressed written consent of PGCPs and can only be done so in accordance with applicable privacy laws. POLICING AGENCY/partner agrees to return to PGCPs all such information within fifteen (15) days of the expiration of termination of this Agreement; or with the express consent of PGCPs. POLICING AGENCY/partner may destroy such information within fifteen (15) days of termination or expiration of this Agreement, certifying to PGCPs in writing that the information has been destroyed.

J. PROTECTION OF STUDENT RECORDS.

POLICING AGENCY/Partner and its affiliates or subcontractors, at their expense, have a duty to and shall protect from disclosure any and all Student Records which they come to possess or control, wherever and however stored or maintained, in a commercially reasonable manner in conformance with current industry standards.

POLICING AGENCY/partner or its affiliates or subcontractors shall implement and maintain a comprehensive data – security program for the protection of Student Records whether the Records are stored electronically and/or in hard copy form. The safeguards contained in such program shall be consistent with and comply with the safeguards for protection of Student Records, and information of a similar character, as set forth in all applicable federal and state law and written policy of PGCPs or the Maryland State Board of Education (“MSBE”) concerning the confidentiality of Student records. Such data-security program shall include, but not be limited to, the following:

1. A security policy for employees related to the storage, access, and transportation of data containing Student Records;
2. Reasonable restrictions on access to records containing Student Record information, including access to any locked storage where such records are kept;
3. A process for reviewing policies and security measures at least annually;
4. Creating secure access controls to Student Records, including but not limited to passwords; and
5. Encryption of Student Records that are stored on laptops, portable devices, or being transmitted electronically.

POLICING AGENCY/partner and its subcontractors or affiliates shall notify PGCPs as soon as is practicable, but no later than twenty-four (24) hours, after they become aware of or suspect that any Student Records which POLICING AGENCY/partner or subcontractors or affiliates possess or control have been subject to a Student Records breach. The POLICING AGENCY/partner shall incorporate the requirements of this Section in all subcontracts requiring each of its affiliates to safeguard Student Records in the same manner as provided for in this Section. Nothing in this Section shall supersede in any manner POLICING AGENCY/partner's or its affiliate's obligations pursuant to HIPAA, FERPA, or the provisions of this Agreement concerning the obligations of the POLICING AGENCY/partner as a service provider to PGCPs.

K. DATA DISSEMINATION.

For purposes of publicity, advertising, news release or press conferences in any form of medium, the parties shall confer with one another regarding the time, manner and content of appropriate data dissemination, results of studies or reports, or other materials, and consent to such dissemination, provided that such consent shall not be unreasonably withheld by either party.

L. INDEMNIFICATION.

Subject to any limitations imposed by law, the parties agree that each party shall be responsible for its own actions and omissions, pursuant to the performance of this Agreement, and no party shall hold the other liable with respect to any matter not arising from the other party's actions or omissions. Furthermore, the liability of the parties shall be governed by the terms and provisions of the applicable Tort Claims Acts and relating provisions.

M. APPLICABLE LAW

This Agreement shall be construed according to Maryland law and subject to the jurisdiction of its courts. Furthermore, the parties agree that any suits or actions brought by either party against the other shall be filed in a court of competent jurisdiction in Prince George's County, MD.

N. PROFESSIONALS

All SROs shall be certified as police officers in Maryland. Any permanently assigned SRO shall have received certification from the basic SRO course or be scheduled to receive said training by the start of the school year following his/her placement at a school. Temporary SROs will not be required to have completed the basic SRO certification course.

O. ENTIRE AGREEMENT

This Agreement constitutes the entire and full understanding between the parties hereto and neither party shall be bound by any representations, statements, promises or agreements not expressly set forth herein.

P. INTERPRETATION

The Agreement shall not be construed or interpreted for or against any party hereto because the

party drafted or caused that party's legal representative to draft any of its provisions. Any heading of the paragraphs in this Agreement is inserted for convenience and reference only and shall be disregarded in construing or interpreting this Agreement.

Q. SEVERABILITY

Each provision of this Agreement shall be deemed a separate, severable, and independently enforceable provision. The invalidity or breach of any provision shall not cause the invalidity or breach of the remaining provisions or of the Agreement, which shall remain in full force and effect.

R. MODIFICATIONS AND AMENDMENTS

Any and all modifications to the terms of this Agreement must be by a written amendment, signed and approved by all parties. This Agreement may be amended at any time by mutual consent; however, this Agreement shall be reviewed on a biannual basis to determine if its terms require an update due to changes in law or circumstances. If it is determined that changes in law or circumstances require an amendment to this Agreement, the parties will engage in good faith negotiation of an amendment.

S. ASSIGNMENT

No party may assign its obligations under this MOU. Any attempted assignment in violation of this provision shall be void

T. NOTICE PROVISIONS

Notices shall be deemed sufficient when given by certified mail, return receipt requested to the following addresses, which may be revised by the parties by written notice:

For the County: Chief of Police
7600 Barlowe Road
Palmer Park, MD 20785

With copies to: County Attorney
Office of Law, Room 5121
14741 Governor Oden Bowie Drive
Upper Marlboro, MD 20772

For the City of Hyattsville: City Administrator
4310 Gallatin Street
Hyattsville, MD 20781

For the Board of Education: Dr. Kevin M. Maxwell
Superintendent of Schools for Prince George's County
14201 School Lane
Upper Marlboro, MD 20772

The Remainder of this Page is Intentionally Blank—Signature Page to Follow

IN WITNESS, WHEREOF, the parties hereto have caused this Agreement to be signed and executed as of the date set forth above.

PRINCE GEORGE'S COUNTY, MARYLAND

Witness

Nicholas A. Majett
Chief Administrative Officer

PRINCE GEORGE'S COUNTY
PUBLIC SCHOOLS

Witness

Dr. Kevin M. Maxwell **Date**
Chief Executive Officer

CITY OF HYATTSVILLE, MARYLAND

Witness

City Administrator **Date**

Review and Approval Recommended

Witness

Henry P. Stawinski III
Chief of Police

Reviewed for Legal Sufficiency

Reviewed for Legal Sufficiency

General Counsel's Office
Prince George's County Public Schools

Office of Law
Prince George's County, Maryland

ATTACHMENT A

ROLES AND RESPONSIBILITIES

DELINEATION OF DUTIES

I. Roles and Responsibilities of the Board via Principals, Administrators and Teachers.

PGCPS staff shall be primarily responsible for student discipline and will only involve SRO's in law enforcement matters.

1. Principal and staff shall be responsible for classroom and student discipline;
2. Principal and staff shall be responsible for enforcement of PGCPS rules and policies;
3. Principals also should meet on a quarterly basis with their Police Commanders or their designees to provide feedback on their SROs.
4. Principals must agree to schedule a meeting with the Police Commander or his designee, upon their request to address issues that may have arisen out of the performance of this Agreement.
5. Principal will follow district policy and state law in application of student discipline, and
6. Principal will contact the SRO should any situation evolve or reveal itself to be a life threatening or law enforcement matter.

II. PGCPS Security Personnel.

A **Security Team Leader (STL)** is assigned to the high school to assist the school administration in maintaining a safe and secure learning atmosphere for staff and students. Major job responsibilities include supervision and leadership of the security team and investigation of incidents on school property. In cooperation with the principal or designee, the STL, assists in controlling access to buildings and grounds by unauthorized persons and in assuring that students report to their assigned instructional areas.

Duties of the STL:

1. Investigates incidents on school property and prepares a written report for administrative purposes.
2. Advises the principal on all school security-related matters.
3. Maintains a high profile to discourage disruptive acts.
4. Provides surveillance of suspected problem areas.
5. Provides day-to-day supervision and leadership of the security assistant(s) and provides guidance and assistance to them in the more difficult situations.
6. Assists the administration with staff and student awareness programs.

7. Acts as a liaison between the school administration and emergency service agencies.
8. Supervise Security staff assigned feeder schools with security problems.
9. Communicate with the school SRO about safety issues. Whenever practicable, the STL shall consult with the principal or a principal's designee to determine whether a school-based incident necessitates a call for service to an SRO or other law enforcement officer as dictated by this MOA.

III. Roles and Responsibilities of the Policing Agency.

- A. School Resource Officer (SRO) is a sworn uniformed law enforcement officer trained in emergency preparedness, crisis management, community policing concepts, and problem solving who is assigned to work as a liaison to PGCPs for law enforcement purposes. SROs will participate in PGCPs Security Services annual in-service training provided by PGCPs.

Duties of SRO:

1. The SROs will assist school staff in enhancing safety within their assigned schools and serve as a liaison between his/her agency and PGCPs officials for school and police-related concerns and incidents.
2. The SROs will assist in calls for service at their assigned schools and incidents occurring around their schools when they are available to respond. The responding SRO and/or the appropriate police department's unit having follow-up responsibility will investigate these calls for service at the direction of the patrol supervisor(s) in a way that, to the greatest extent possible, minimizes disruption to the school day and classroom instruction.
3. The SROs will act as a resource and assist with emergency preparedness, to include participating in lock-down, shelter in place, and evacuation drills, as well as safety awareness education to the high school population age groups.
4. The SROs will serve, as a point of contact to deliver law enforcement programs such as crime prevention, conflict resolution and mediation, drug and alcohol awareness, anti-bullying, violence prevention, gang awareness, and community relations and outreach.
5. The SROs will maintain contact with beat officers who patrol the area around their schools for the purpose of sharing information and generating discussions pertaining to community concerns.
6. When possible, SROs, in coordination with school administrative staff, will provide training and presentations about law enforcement or school-related topics useful for staff, school administrators, school security, parents and other law enforcement agency personnel to aid efforts to enhance the safety of the school environment.
7. SROs will assist with traffic safety and enforcement activities in and around their assigned school areas.

8. When needed and available, the SROs will coordinate assistance at major school events such as athletic events, large dances, or other activities.
9. SROs will coordinate familiarization training ("walkthroughs"), to include review of the schools' emergency response plan/procedures, for responding officers within their district. These walkthrough trainings will be coordinated with school administration.
10. SROs will inform the principal or the principal's designee of their duty schedule on a weekly basis, including, whenever possible, any obligations that require them to leave school premises.
11. SROs will not be used to enforce PGCPs policies, rules, regulations, and/or procedures.
12. SROs will ensure that visitors respect student privacy and minimize disruption to the school day and classroom instruction.
13. The SROs will have no special law enforcement emphasis while performing their duties and responsibilities. While on PGCPs property, the SROs have full authority as sworn police officers. All enforcement actions will be taken in accordance with appropriate Federal, State, County and Local laws, and involved law enforcement agency policies and procedures. PGCPs and the appropriate school staff will be notified of any actions taken in accordance with normal practice and any appropriate agreements between the involved law enforcement agencies and PGCPs.
14. SROs will acknowledge the authority of the principal, as the administrator of the school, at all times as to matters within the scope of his/her authority.
15. The use of force by a SRO will be done in the least invasive and discreet way. The SRO should be familiar with PGCPs Student Safety Administrative Procedures

B. SRO Supervisors:

1. At no time shall the Principal supervise an SRO as the Policing Agency retains control and supervision over the SROs.
2. Each involved law enforcement agency will appoint a designated supervisor for its respective SROs. An SRO roster, including supervisor(s), shall be provided to PGCPs on an annual basis, preferably before the start of each school calendar year, or as needed if personnel should change. This list should include current contact information; i.e., work cell/office telephone numbers and an e-mail address for each SRO and supervisor.
3. Shall provide each principal with the name and contact information of the Police Commander; Supervising Officer and all SROs assigned his/her School.

The Policing Agency will coordinate training within the SRO Program, attend meetings with PGCPs principals and/or administrators, and act as the point of contact for the Prince George's County Police Department and PGCPs to assist with resolving any conflicts or matters of concern.

IV. Roles and Responsibilities of the County.

The County shall provide funding for one (1) SRO assigned to Northwestern High School in the amount of \$80,000 per fiscal year, subject to the availability of County funding.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Anthony DeSantis
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Proclamation of Peace Officers Memorial Day and National Police Week

HCC-314-FY18

Recommendation:

I move that the Mayor and Council proclaim May 15, 2018, to be Peace Officers Memorial Day and the week of May 13 through May 19, 2018, to be National Police Week in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Peace_Officers_Memorial_Day___National_Police_Week_2018.docx](#)

Summary Background:

May 15, 2018, is Peace Officers Memorial Day and the week in which that date falls is National Police Week.

Next Steps:

Proclaim May 15, 2018, to be Peace Officers Memorial Day and the week of May 13 through May 19, 2018, to be National Police Week in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

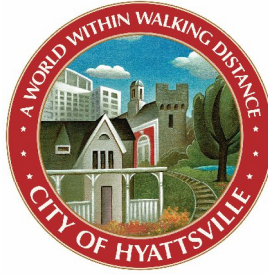
Promotion of Peace Officers Memorial Day and National Police Week have been planned.

Strategic Goals:

Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A



**PROCLAMATION DECLARING MAY 15, 2018, TO BE PEACE OFFICERS MEMORIAL DAY
AND THE WEEK OF MAY 13 THROUGH MAY 19, 2018, TO BE NATIONAL POLICE WEEK**

This proclamation declares May 15, 2018, to be Peace Officers Memorial Day and the week of May 13 through May 19, 2018, to be National Police Week in the City of Hyattsville. This is to commemorate our law enforcement, past and present, who by faithful devotion to their duties have rendered a dedicated service to our residents and community.

WHEREAS, we express our gratitude for the courageous women and men of the Hyattsville City Police Department, and for their commitment to protecting the lives and property of our citizens; and

WHEREAS, it is important that residents know and understand the duties, responsibilities, and challenges that face police departments nationwide; and

WHEREAS, by a joint resolution approved October 1, 1962, President John F. Kennedy designated May 15 of each year as Peace Officers Memorial Day and the calendar week in which that date falls as National Police Week to honor those peace officers who have lost their lives or have become disabled in the performance of duty.

NOW, THEREFORE, BE IT RESOLVED, that the City of Hyattsville recognizes Peace Officers Memorial Day and National Police Week in appreciation of the service of women and men who, night and day, protect us through enforcement of our laws and, in so doing, have established for themselves an enduring reputation for protecting the peace and preserving the rights and security of our residents.

Candace B. Hollingsworth
Mayor
City of Hyattsville

May 7, 2018



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Anthony DeSantis
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Proclamation of Municipal Clerks Week

HCC-316-FY18

Recommendation:

I move that the Mayor and Council proclaim the week of May 6 through May 12, 2018, to be Municipal Clerks Week in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Municipal_Clerks_Week_2018.docx](#)

Summary Background:

The week of May 6 through May 12, 2018, is Municipal Clerks Week.

Next Steps:

Proclaim the week of May 6 through May 12, 2018, to be Municipal Clerks Week in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

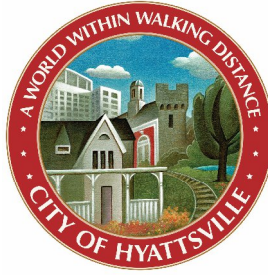
Promotion of Municipal Clerks Week has been planned.

Strategic Goals:

Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A



**PROCLAMATION DECLARING THE WEEK OF MAY 6 THROUGH MAY 12, 2018
TO BE MUNICIPAL CLERKS WEEK**

This proclamation declares the week of May 6 through May 12, 2018, to be Municipal Clerks Week in the City of Hyattsville, to recognize the vital contributions of the Office of the Clerk to ensuring the accountability, transparency, and good governance in our City.

WHEREAS, The Office of the Clerk is among the oldest public servants that provides a professional link between residents, elected officials, and agencies of government at all levels; and

WHEREAS, The Municipal Clerk serves as the information center on all functions of local government and community, and pledges to be ever mindful of neutrally and impartially rendering equal service to all; and

WHEREAS, the Clerks of the City of Hyattsville, beginning with the inaugural holder of that Office and onward to the present day, have consistently demonstrated a spirit of service and commitment to good governance in the City of Hyattsville.

NOW, THEREFORE, BE IT RESOLVED, that the City of Hyattsville recognizes the week of May 6 through May 12, 2018, as Municipal Clerks Week, and extends its appreciation to our City's Clerk, Ms. Laura Reams, our Deputy City Clerk, Ms. Nicola Konigkramer, and our Assistant City Clerk, Ms. Lillie Littleford, for their hard work and dedication to our community.

Candace B. Hollingsworth
Mayor
City of Hyattsville

May 7, 2018



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Anthony DeSantis
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Proclamation of Children's Mental Health Awareness Day

HCC-317-FY18

Recommendation:

I move that the Mayor and Council proclaim May 10, 2018, to be Children's Mental Health Awareness Day in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Childrens Mental Health Awareness Day 2018 \(AD Edits\).docx](#)

Summary Background:

May 10, 2018, is Children's Mental Health Awareness Day.

Next Steps:

Proclaim May 10, 2018, to be Children's Mental Health Awareness Day in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

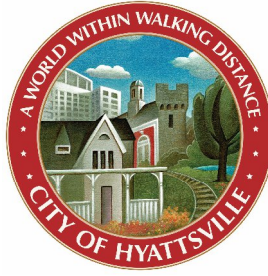
Promotion of Children's Mental Health Awareness Day has been planned.

Strategic Goals:

Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A



**PROCLAMATION DECLARING MAY 10, 2018
TO BE CHILDREN'S MENTAL HEALTH AWARENESS DAY**

This proclamation declares May 10, 2018, to be Children's Mental Health Awareness Day in the City of Hyattsville, in order to raise awareness of the importance of the mental health of the children in our community.

WHEREAS, families, educators, and communities must address the challenges of a host of mental health issues, including but not limited to depression, eating disorders, and substance abuse; and

WHEREAS, the City regularly partners with local schools to raise awareness of children's mental health issues.

NOW, THEREFORE, BE IT RESOLVED, that the City of Hyattsville recognizes Children's Mental Health Awareness Day and thanks the many professionals who work daily to ensure our young people and their families have access to the resources necessary to lead full and happy lives.

Candace B. Hollingsworth
Mayor
City of Hyattsville

May 7, 2018



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Anthony DeSantis
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Proclamation of Asian-Pacific American Heritage Month

HCC-318-FY18

Recommendation:

I move that the Mayor and Council proclaim May 2018 to be Asian-Pacific American Heritage Month in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Asian-Pacific_American_Heritage_Month_2018.docx](#)

Summary Background:

May 2018 is Asian-Pacific American Heritage Month.

Next Steps:

Proclaim May 2018 as Asian-Pacific American Heritage Month in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

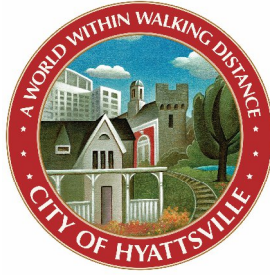
Promotion of Asian-Pacific Heritage Month has been planned.

Strategic Goals:

Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A



**PROCLAMATION DECLARING MAY 2018
TO BE ASIAN-PACIFIC AMERICAN HERITAGE MONTH**

This proclamation declares May 2018 to be Asian-Pacific American Heritage Month in the City of Hyattsville, to celebrate the many contributions and achievements that Asian-Pacific American residents make in our community every day.

WHEREAS, the City of Hyattsville is fortunate to be a diverse community, including residents with roots in Asia and the Pacific Islands; and

WHEREAS, Asian-Pacific Americans of past and future generations continue to enrich this country's history, arts, sciences, government, military, commerce, and education; and

WHEREAS, the month of May was chosen to commemorate the immigration of the first Japanese people to the United States on May 7, 1843, and to mark the anniversary of the completion of the First Transcontinental Railroad on May 10, 1869, with tracks laid mostly by Chinese immigrants.

NOW, THEREFORE BE IT RESOLVED, that the City of Hyattsville acknowledges and celebrates the contributions and achievements of Asian-Pacific American residents in our community, and declares May 2018 to be Asian-Pacific American Heritage Month.

Candace B. Hollingsworth
Mayor
City of Hyattsville

May 7, 2018



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Anthony DeSantis
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Proclamation of Citizenship Celebration Day

HCC-327-FY18

Recommendation:

I move that the Mayor and Council proclaim May 5, 2018, as Citizenship Celebration Day in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Citizenship_Day_Celebration_2018.docx](#)

Summary Background:

In 2014, Hyattsville's Mayor and City Council designated the first Saturday of each subsequent May as Citizenship Celebration Day.

Next Steps:

Proclaim May 5, 2018, as Citizenship Celebration Day in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

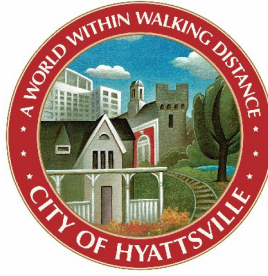
Promotion of Citizenship Celebration Day has been planned.

Strategic Goals:

Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A



**PROCLAMATION DECLARING MAY 5, 2018
TO BE CITIZENSHIP CELEBRATION DAY IN THE CITY OF HYATTSVILLE**

This proclamation recognizes and celebrates the newest citizens of the United States of America who have decided to make their home here in the City of Hyattsville.

WHEREAS, in 2014, Hyattsville's Mayor and City Council designated the first Saturday of each May as Citizenship Celebration Day to honor those residents of the City who have recently become citizens of the United States of America; and

WHEREAS, the City of Hyattsville values the contributions of immigrants and new citizens who help foster a spirit of inclusion that enriches our community and preserves its legacy as a City of freedom and opportunity; and

WHEREAS, the City of Hyattsville wishes to acknowledge immigrants' commitment to the United States of America and its Constitution, and to the idea of liberty and justice for all on which this country has been founded; and

WHEREAS, the City of Hyattsville recognizes those becoming citizens of the United States of America who live in Hyattsville and choose to enjoy the rights and privileges of full United States citizenship as we all strive for a "more perfect union."

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville declare May 5, 2018, to be Citizenship Celebration Day in the City of Hyattsville, in recognition of our residents who have recently earned the rights and responsibilities incumbent upon every citizen of the United States of America.

Candace B. Hollingsworth
Mayor
City of Hyattsville

May 7, 2018



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018
Submitted by: Nicola Konigkramer
Submitting Department: Legislative
Item Type: Appointment
Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Appointment to Code Compliance Advisory Committee

HCC-322-FY18

Recommendation:

I move that the Mayor and Council appoint Jennifer Brandi (Ward 1) to the Code Compliance Advisory Committee for a term of 2 years, ending on May 7, 2020.

Sponsor(s):

Perry

Co-Sponsor(s):

N/A

ATTACHMENTS

[Committee Application_Brandi.pdf](#)

Summary Background:

See attached application.

Next Steps:

Upon appointment, the staff liaison will reach out to the appointee to inform them of their reappointment. Please note all meetings of the committee are open to the public.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend approval

Community Engagement:

Agendas for the Code Compliance Committee Meetings will be posted on the City's website. Meetings are open to the public and all are encouraged to attend.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Action 1.1 - Provide information and opportunities for resident participation in civic endeavors.

Legal Review Required?

N/A

Board, Committee and Commission Application

Profile

Jennifer

First Name

Brandi

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

To find your City Ward, click on this link! <http://www.hyattsville.org/538/Residency-Verification-Page>

*

☒ Ward 1

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Code Compliance Advisory Committee: Submitted

Referred By:

Biographical Statement

I am a resident of Ward 1 and believe that participating in local government is a very important way to contribute to the community in which we live. It would be an honor to serve on the Code Compliance Advisory Committee. The Committee is discussing an important zoning/house use issue that effects the entire community. I would like to contribute and be a part of the discussion, here the various arguments for and against, and assist in making recommendations to the City Council. Thank you.

116



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Maryland DHCD Neighborhood BusinessWorks - Letter of Support

HCC-323-FY18

Recommendation:

I move that the City Council authorize the Mayor to send a letter in support of Will's Home Decorating loan application to the Maryland DHCD Neighborhood BusinessWorks program.

Sponsor(s):

Executive Committee

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - NBW Letter of Support 4.30.2018.doc](#)

[Maryland DHCD - NBW Factsheet.pdf](#)

Summary Background:

The Maryland DHCD Neighborhood BusinessWorks loan program provides flexible financing to new or expanding small businesses and nonprofit organizations in Sustainable Communities and Priority Funding Areas throughout the State of Maryland.

Will's Home Decorating is a family-owned interior design fabrics store, currently based in Beltsville. The company is preparing to close on a property in Hyattsville and has applied for lending through the State of Maryland Neighborhood BusinessWorks program.

The applicant is requesting a letter of support to include with their application materials currently being reviewed by the Neighborhood BusinessWorks program.

Next Steps:

If approved for a loan through the program, the applicant will be required to secure a resolution of support from the City of Hyattsville. The resolution will include specific information regarding the subject location and loan terms.

Fiscal Impact:

N/A

City Administrator Comments:

The applicant is requesting a letter of support to include with their application materials currently being reviewed by the Neighborhood BusinessWorks (NBW) program. The applicant is scheduled for a hearing on May 15th and NBW

staff has requested all materials be submitted on, or before, May 11th. City Staff is recommending approval of a letter of support from the City Council.

Community Engagement:

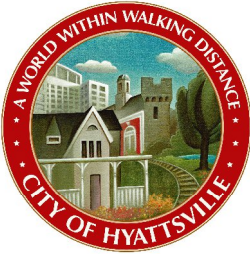
Community Sustainability Plan - Goal 12D: Promote Hyattsville as a unique destination for businesses to locate and visitors to frequent.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

From: Jim Chandler, Director of Community & Economic Development, Assistant City Administrator

Date: April 30, 2018

Re: Maryland DHCD Neighborhood BusinessWorks

The purpose of this memorandum is to provide the Mayor, Council and City Administrator with summary of the State of Maryland's Community Legacy grant program and recommendations on projects that are eligible for funding.

- The Maryland DHCD Neighborhood BusinessWorks loan program provides flexible financing to new or expanding small businesses and nonprofit organizations in Sustainable Communities and Priority Funding Areas throughout the State of Maryland.
- Will's Home Decorating is a family-owned interior design fabrics store, currently based in Beltsville. The company is preparing to close on a property in Hyattsville and has applied for lending through the State of Maryland Neighborhood BusinessWorks program.
- The applicant is requesting a letter of support to include with their application materials currently being reviewed by the Neighborhood BusinessWorks program.

Summary

The Maryland DHCD Neighborhood BusinessWorks loan program provides flexible financing to new or expanding small businesses and nonprofit organizations in Sustainable Communities and Priority Funding Areas throughout the State of Maryland. The program is open to Maryland-based small businesses, local development corporations and nonprofit organizations whose activities contribute to a broader revitalization effort, and whose projects are intended to promote investment in commercial districts or town centers.

Eligible projects and uses of funds include new construction or rehabilitation, machinery & equipment, manufacturing and retail. Priority is given to projects that strengthen neighborhood commercial districts and are part of a greater revitalization strategy.

Will's Home Decorating is a family-owned interior design fabrics store, currently based in Beltsville. The company is preparing to close on a property in Hyattsville and has applied for lending through the State of Maryland Neighborhood BusinessWorks program. If approved for a loan through the program, the applicant will be required to secure a resolution of support from the City of Hyattsville. The resolution will include specific information regarding the subject location and loan terms.

Recommendation

The applicant is requesting a letter of support to include with their application materials currently being reviewed by the Neighborhood BusinessWorks program. The applicant is scheduled for a hearing on May 15th and NBW staff has requested all materials be submitted on, or before, May 11th. City Staff is recommending approval of a letter of support from the City Council.

"I move that the City Council authorize the Mayor to send a letter in support of Will's Home Decorating loan application to the Maryland DHCD Neighborhood BusinessWorks program."



Maryland Department of Housing & Community Development Division of Neighborhood Revitalization

Martin O'Malley
Governor
Anthony G. Brown
Lt. Governor

Neighborhood BusinessWorks Loan Program Fact Sheet

Purpose of the Program

The Neighborhood BusinessWorks program (NBW) provides a revitalization resource to help stimulate investment in Maryland's older communities. The NBW loans provide flexible gap financing to small businesses locating or expanding in locally designated neighborhood revitalization areas throughout the State.

Eligible Applicants

- Maryland-based small businesses (small business as defined by the U.S. Small Business Administration)
 - Nonprofit organizations whose activities contribute to a broader revitalization effort and whose projects are intended to promote investment in commercial districts or town centers
- Note: Local governments are not eligible applicants.

Amount of Financing Available

- \$25,000 - \$500,000
- Each project assessed for financial need, up to 50 percent of total project cost (Refinancing will not be considered part of the project cost.)

Eligible Projects

- Retail businesses, including franchises
 - Manufacturing businesses
 - Service-related businesses
 - Mixed-use projects, consisting of a commercial or retail use at street level and no more than 12 residential units
- Note: Some restrictions apply. See Restrictions section which follows.

Eligible Uses of Funds

- * Market/planning/feasibility studies
- * Real estate acquisition
- * New construction or rehabilitation
- * Leasehold improvements
- * Machinery and equipment
- * Working capital (when part of total project cost)
- * Certain other costs associated with opening or expanding a small business

Notes: (1) A Minority Business Enterprise Plan is required for those projects where NBDP funds will exceed \$250,000 for construction or rehabilitation.
(2) Construction projects are reviewed by this Department's offices of Maryland Historical Trust and Codes Administration prior to funding.

Loan Terms

- Loan amounts up to \$500,000 or 50% of the project costs, whichever is less
- Interest rate is below market, based on underwriter's analysis
- Target loan term is 5 - 10 years, depending on use and loan size
- Minimum 5 percent applicant capital cash contribution is required (based on total project cost)
- Personal guarantees and collateral are required
- No prepayment penalties



The Maryland Department of Housing and Community Development (DHCD) pledges to foster the letter and spirit of the law for achieving equal housing opportunity in Maryland.

Criteria Considered

- Project viability and potential
- Impact of the project on its neighborhood
- Significant exterior improvements
- First floor commercial or retail space use which generates street level activity
- Improvements to a vacant/underutilized building or site
- Introduction of needed goods or services to a neighborhood
- Creation of new jobs
- Readiness to proceed

Restrictions

Priority is given to projects that strengthen neighborhood commercial districts and are part of a greater revitalization strategy. The following types of projects and activities will not be considered for NBW financing:

- Speculative developments (All properties must be pre-leased for a minimum of 51% of the leasable space prior to loan closing.)
- Refinancing
- Residential or transient living facilities (other than mixed-use projects described in Eligible Projects section), e.g., multifamily or single-family housing developments, nursing homes, assisted living facilities, crisis care centers, group homes, transitional housing, and homeless shelters
- Facilities such as community halls, fire stations, hospitals, colleges, or universities
- Adult bookstores, adult video shops, other adult entertainment facilities, gambling facilities, gun shops, liquor stores, massage parlors, pawn shops, tanning salons, or tattoo parlors

Application

A complete NBW loan application consisting of the items on the Required Documentation Checklist in the application package must be submitted before a project can be fully processed. If the application for funds is approved, additional documentation will be necessary to close the loan.

For Additional Information

Please contact:

Dawn R. Medley

Director Business Lending Programs

Phone: 410-514-7237 Email: Medley@mdhousing.org

Maryland Department of Housing and Community Development

Neighborhood BusinessWorks Program

100 Community Place

Crownsville, Maryland 21032

Phone: 410-514-7237 Fax: 410-514-7925

<http://www.neighborhoodrevitalization.org/Programs/NBW/NBW.aspx>

MD Relay for the Deaf: 1-800-735-2258

Employment Opportunities

As part of Maryland's continuing efforts to provide successful Welfare-to-Work opportunities, the Department of Housing and Community Development encourages Neighborhood Business Development Program applicants to make jobs available to Temporary Cash Assistance recipients. For further information on how to reach these resources, please contact the Department of Human Resources, Office of Work Opportunities at 410-767-7976 or the Department of Labor, Licensing and Regulation, Office of Employment Training at 410-767-2800 or the Maryland Job Service at 410-767-3416. Maryland also maintains a job bank on the internet at

<https://mwe.dllr.state.md.us/JobSeeker/JobSeekerHome.asp>



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Katie Gerbes

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Zoning Variance Request V-224-17: 5603 30th Avenue, Hyattsville

HCC-324-FY18

Recommendation:

I move that the City Council authorize the Mayor to send correspondence to the Prince George's County Board of Zoning Appeals stating the City of Hyattsville's support for Variance Request V-224-17, for a waiver of the front yard depth and net lot coverage for the subject property 5603 30th Avenue, Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[V-224-17_Memo](#)

[V-224-17 Plat.pdf](#)

[V-224-17 Photos with Measurements.pdf](#)

[V-224-17_Letter_redacted](#)

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11.pdf](#)

Summary Background:

The applicant, Joel Ramos, has applied to the Prince George's County Board of Zoning Appeals for a zoning variance to construct a covered front porch on the residential dwelling at 5603 30th Avenue. The porch was constructed without a Prince George's County Building Permit, and the variance application serves to validate the existing conditions and retroactively obtain the necessary variance.

As constructed, the porch violates the section of the Zoning Ordinance that prescribes a front yard depth of at least 25 feet, as well as the requirement that no more than 30% of net lot area may be covered by buildings and off-street parking. Variances of 5-feet in front yard depth and 1.1% net lot coverage are requested by the applicant.

The applicant has adequately addressed the City's Variance Policy, (see attached). Staff has performed a site visit and confirmed the existing conditions match those provided by the applicant.

Please see attached memo for additional details.

Next Steps:

The City Council's position for the subject variance request will be provided to the Prince George's County Board of Zoning Appeals for its consideration prior to its May 9, 2018 hearing.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Memo

To: Jim Chandler, Assistant City Administrator and Director, Community & Economic Development
From: Katie Gerbes, Community Planner
Date: April 30, 2018
Re: Zoning Variance Request V-224-17: 5603 30th Avenue
Attachments: City of Hyattsville Variance Policy
V-224-17 Letter
V-224-17 Photos with Measurements
V-224-17 Plat

The purpose of this memorandum is to provide the Director of Community & Economic Development with a briefing on the Zoning Variance Request V-224-17, for the property located at 5603 30th Avenue, Hyattsville.

Summary of Variance Conditions

The applicant, Joel Ramos, has applied to the Prince George's County Board of Zoning Appeals for a zoning variance to construct a covered front porch on the residential dwelling at 5603 30th Avenue. The porch was constructed without a Prince George's County Building Permit, and the variance application serves to validate the existing conditions and retroactively obtain the necessary variance.

As constructed, the porch violates the section of the Zoning Ordinance that prescribes a front yard depth of at least 25 feet, as well as the requirement that no more than 30% of net lot area may be covered by buildings and off-street parking. Variances of 5-feet in front yard depth and 1.1% net lot coverage are requested by the applicant.

The applicant has adequately addressed the City's Variance Policy, (see attached). The applicant would like the porch to cover the door and provide shelter to those going in and out of the house in poor weather conditions. Staff has performed a site visit and confirmed the existing conditions match those provided by the homeowners.

Recommendation

Staff recommends the City Council's support of the applicant's variance request. The variance overage for lot coverage is minimal, and the shallow front yard depth is a pre-existing condition of the site. Without the construction of the porch, the current house violates the 25-foot setback, as the build to line is constructed

at 22-feet. It is Staff's opinion that the proposed addition will not adversely affect the surrounding homes or environment.

The Prince George's County Board of Zoning Appeals is scheduled to hear the subject case on May 9, 2018 and has requested the City Council's comments to be included in the hearing materials.

Lot Number: 2
 Block/Section: D
 Plat Reference: Book: 8 Page: 6
 Title of Plat: Section One, Queen's
 Chapel Manor



Location Drawing

Scale: 1" = 25'

This plat is of benefit to a consumer only insofar as it is required by a lender or a title insurance company or its agent in connection with contemplated transfer, financing or refinancing. This plat is not to be relied upon for the establishment or location of fences, garages, buildings, dwellings or other existing or future improvements nor does this plat purport to reflect setbacks or other distances with any specific level of accuracy. This plat does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or refinancing. The approximate location of the dwelling is shown in relation to the apparent property lines for the property known as

5603 30th Avenue

Prince Georges County, Maryland

William T. Matthews 1/11/10

Ruxton Design Corporation

8422 Bellona Lane

Suite 300

Towson, Maryland 21204

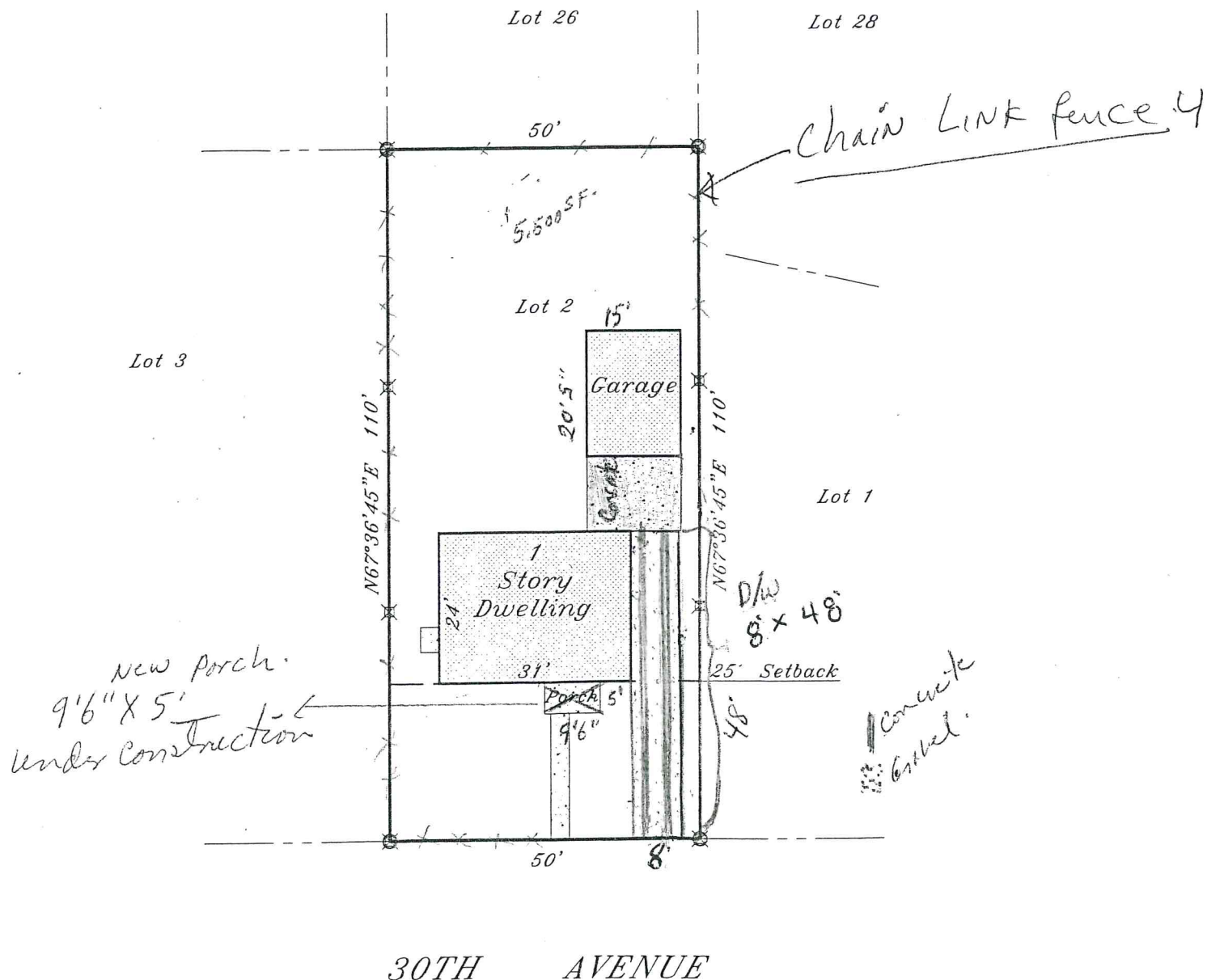
410-823-5000

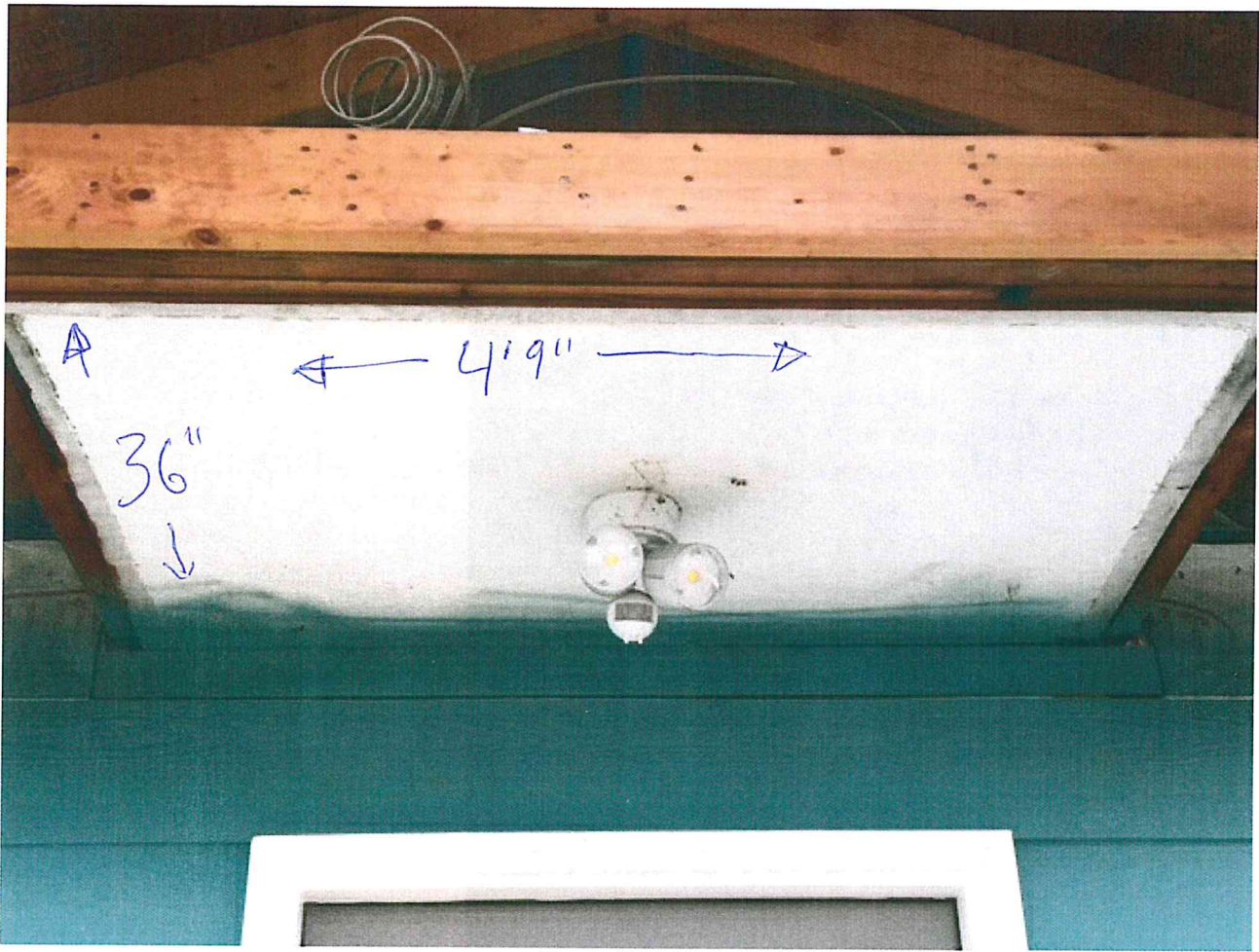
410-823-0115 fax

rdc@ruxtondesign.com

www.ruxtondesign.com

09-0203





Existing Porch 36" X 4'9"



new proposed, under construction porch
See Dimensions on Plans

04/22/18

To the city of Hyattsville:

I , Joel Ramos the owner of the property located at 5603 30th av
Hyattsville md 20782.

I'm requesting the approval to extended the existing front porch with
the dimentions of 3' of the exterior wall and 4'9" wide, the new
proposed dimentions are 5'x 9'6" builded on the existing concrete pad
as you can see on the pictures provided, and the reason to built this
porch is because is to small and the rain water damaged the main
entrance door additionally when a person is outside during a rain is to
wet because is only 3' of the wall .

Thanks.



Joel Ramos.

PH 202 270 5084.

City of Hyattsville Zoning Variance Policy Statement and Variance Process –

The Mayor and Council adopted the following City of Hyattsville Policy and Process for Zoning Variance Requests: City of Hyattsville Zoning Variance Policy Statement:

The City of Hyattsville affirms the role of the Prince George's County Planning Board zoning authority and "the purposes, intent, standards and design criteria set forth in the Zoning Ordinance and appropriate County policies."

The City of Hyattsville affirms the current zoning policy within the City limits and as a matter of policy does not support zoning variances as a normal business practice.

The City's support of a zoning variance ordinarily be granted only after the Mayor and City Council acknowledge that the granting of a variance:

1. remedies a unique situation that zoning did not anticipate;
2. remedies that which creates a significant hardship on the property-owner that can be documented and clearly demonstrated;
3. will result in benefits to the residents and improve the quality of the environment of the City.

Citizens requesting such support shall submit:

1. current plat of site with all existing conditions;
2. photos of all existing site conditions;
3. scale plans and elevations of existing conditions and proposed changes
4. narrative description of the proposed changes, specifics of the zoning variance requirements and an explanation of how the zoning variance request responds to:
 - a. a unique situation that zoning did not anticipate;
 - b. a significant hardship on the property owner
 - c. benefits to the residents and improve the environment of the City

The City shall as a matter of policy provide letters of support for residents to document a "non conforming lot" as part of the normal permitting process for projects complying with all other aspects of zoning regulations, unless the matter at hand is the certification of a non-conforming use on a non-conforming lot. The standard for the support of the certification of a non-conforming use on a non-conforming lot would revert to the instant aforementioned requirements for City support of a zoning variance.

The City will not support variance requests for additional lot coverage when the intention of the request is to add off-street parking on the lot, except in extraordinary circumstances

City of Hyattsville Zoning Variance Process

Requests for zoning variances shall be processed by the Office of Code Enforcement and reviewed by the staff for technical issues. The Office of Code Enforcement shall determine if the request complies with all of the requirements of City of Hyattsville Zoning Variance Policy or to document a "non conforming lot". The Supervisor shall then issue a report for the City Administrator citing one of the following "Actions":

- A. The request for the City's support of the zoning variance does not comply with City's policy, Do Not Recommend Approval
- B. The request for the City's support of the zoning variance does comply with City's policy, Recommend Approval - Zoning Variance
- C. The request for the City's support of the zoning variance does comply with City's policy for "non conforming lots", Recommend Approval - Non Conforming Lot

The City Administrator shall review the Office of Code Enforcement Supervisor's Report and determine which of the following actions is applicable and execute accordingly:

- A. Do Not Recommend Approval - The City Administrator shall draft a letter detailing the City's opposition for the proposed request for a zoning variance for the Mayor's consideration and signature. The City letter opposing the proposed request for a zoning variance shall be placed on the Consent Items Agenda for approval by the City Council.
- B. Recommend Approval - Zoning Variance - The City Administrator shall forward the Office of Code Enforcement Supervisor's Report for the proposed request for a zoning variance to the (Planning Committee for review and comment along with any other City staff comments) the Mayor and City Council for action.
- C. Recommend Approval - Non Conforming Lot - The City Administrator shall draft a letter detailing the City's support for the proposed request for a zoning variance for a "non conforming lot" to the Mayor for his review and signature. The City letter supporting the proposed request for a zoning variance shall be placed on the Consent Items Agenda for approval by the City Council.

Adopted by the Mayor and Council on February 13, 2006
Amended by the Mayor and Council on October 3, 2011



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Budget

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

FY18 Budget Amendment: Bigbelly Contact Budget Amendment

HCC-325-FY18

Recommendation:

I move that the Mayor and Council amend the FY-2018 Solid Waste Division operating budget in contracted services to accommodate for the Bigbelly contract, NTE \$50,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The Bigbelly program was kicked off last year with the installation of 32 duo Bigbelly stations. The capital funds for the installation phase of the program was allocated to the FY18 Capital Improvement Projects budget. All other funding for this program via a lease program with Bigbelly, must be funded out of the Solid Waste Division operating budget. Staff is requesting an amendment to the FY18 operating budget to cover the monthly cost of the Bigbelly contract.

Next Steps:

With Council approval funding will be added to Solid Waste Division to cover the Bigbelly contract.

Fiscal Impact:

Funding for this budget amendment will resolve a current deficiency in the Solid Waste operating budget.

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Katie Gerbes

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

DSP-17054 and SP-17001: Mama's Care Congregate Living Center

HCC-315-FY18

Recommendation:

I move that the Council authorize the Mayor to draft a letter to the Prince George's County Planning Board stating the City's support of detailed site plan application DSP-17054 and special permit application SP-17001 without any conditions.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Mamas_Care_Action_Memo.docx](#)

[Planning Committee Minutes - 04.17.2018.doc](#)

Summary Background:

This is an application for the Detailed Site Plan (DSP-17054) and Special Permit (SP-17001) applications for the existing Mama's Care Congregate Living Facility, located at 4111 East West Highway. The applicant is requesting approval to expand the facility from 8 to 14 beds.

Next Steps:

The application will be heard before the Prince George's County Planning Board in July 2018.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

The application was first presented to the community at the April 2, 2018 City Council meeting. The applicant met with the Planning Committee at their meeting on April 17, 2018 and recommended City Council approval with no conditions.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: Mayor and Council

CC: Tracey Nicholson, City Administrator

From: Katie Gerbes, Community Planner
Jim Chandler, Asst. City Administrator & Director of Community & Economic Development

Date: April 27, 2018

Re: DSP-17054 and SP-17001: Mama's Care Congregate Living Facility

Attachments: Planning Committee Minutes – 04.17.18

The purpose of this memorandum is to provide the City Council with project details regarding an application for the Detailed Site Plan (DSP-17054) and Special Permit (SP-17001) applications for the existing Mama's Care Congregate Living Facility, located at 4111 East West Highway.

Project Details

Located in Ward 3, 4111 East West Highway is a former single-family home that has been converted into, and currently operating as, an assisted living facility. It is owner operated and currently houses eight (8) residents at a time. The applicant is seeking a Special Permit to increase the number of residents to a total of 14.

The subject property is zoned R-55 and falls within the Traditional Residential Neighborhood Character Area of the Gateway Arts District Development Overlay Zone. There are no modifications required to the exterior of the building or the building footprint in order to accommodate the increased number of residents. The Prince George's County Fire Marshall has inspected the facility and determined that in its current condition, the facility is equipped to support the increased number of residents. The Special Permit and Detailed Site Plan are required for Use & Occupancy purposes only.

The applicant first approached City staff regarding this issue in October 2016 seeking guidance on how to navigate the County approval process. The applicant was experiencing significant difficulty advancing through the permitting process with the Prince George's County Department of Permitting, Inspection and Enforcement (DPIE). At the time, the issues experienced by the applicant appeared to be on the administrative end of DPIE, and there was a limited role in action the City staff could take to expedite the

process. The applicant met with City staff in August 2017 with their land-use attorney. City staff was informed that all of the permitting and construction related issues had been resolved, with the exception of the Special Permit and DSP, which M-NCPPC had determined was necessary for the applicant to receive an updated Prince George's County Use & Occupancy permit.

Variance Requests

The applicant is not seeking a variance at this time.

Planning Committee Review

The applicant presented their application to the Planning Committee at their April 17, 2018 meeting. Committee members asked for clarification on the relevant codes/licenses applicable to the facility, as well as how the parking will be managed. Upon hearing the applicant's response to those questions, the Planning Committee voted to support the applications without any conditions. One committee member abstained from the vote.

Staff Review and Recommendations

Staff have reviewed the application and its subsequent materials. Due to the limited scope of the application and its minimal effects on the surrounding community, staff are recommending support of DSP-17054 and SP-17001.

Next Steps

The application is on the "Consent" agenda for the May 7, 2018 City Council meeting. The application will be heard by the Prince George's County Planning Board in July 2018.

CITY OF HYATTSVILLE
PLANNING COMMITTEE MINUTES
APRIL 17, 2018

1. Introduction of Committee & Guests Members (7:32 PM)
 - David Marshall
 - Jonathan Mueller
 - Maureen Foster
 - Wil Maxwell
 - Todd Dengel
 - Katie Gerbes
 - Jim Chandler
 - Tom Wright
 - Yohannes Bennehoff
 - Dan Lynch, McNamee Hosea
 - Matt Gordon, Linowes and Blocker
 - Emmanuel Isong, Mama's Care
2. Committee Business (7:34 PM)
 - Adoption of Minutes from March 2018
 - i. Approved unanimously with edits.
3. Mama's Care Congregate Living Facility: DSP-17054 (7:39 PM)
 - Matt Gordon, Linowes and Blocher
 - Property is located at 4111 East West Highway
 - Currently exists as a congregate living facility with 8 beds. In 2012, underwent addition to add 6 more beds to the facility, for a total of 14 allowable residents.
 - Typically, wouldn't need to go through a DSP, but in this case M-NCPPC is requiring a DSP
 - Only changes to property is the restriping of parking spaces; all other physical changes have already been made.
 - DM: Currently have four parking spaces, and you plan to keep the same amount of spaces?
 - i. Under the zoning ordinance, the requirement is 1 space per 4 residents, so we can keep the same amount of spaces even with the increased occupancy.
 - ii. DM: So where to visitors go to park?
 1. They mostly park on the street.
 - TD: Currently there are 8 beds, you are looking for 14 and the expansion was done in 2012 to accommodate the 14? Has it met all of the relevant codes?
 - i. Will have to go through the state to get their updated license, but the fire department has already inspected since the addition of the additional bedrooms and approved it.

- DM: I have no issue with the project expect for parking. I don't know how many houses are on the block?
 - i. MF: There is only one other house on the block, it is weird
 - ii. DM: My concern would be about visitors parking on the street preventing residents from parking at their homes, but that doesn't seem to be an issue.
- MF: Motion to support the project
 - i. 4 in favor, 1 abstention

4. 3599 East West Highway: DSP-12062 (7:50 PM)

- Dan Lynch, McNamee Hosea
- Property is the gas station located at the intersection of East West Highway and Belcrest Road
- Proposing to tear down all structures on the site, add 8 filling stations and a new convenience store with second floor offices.
- Need to go through detailed site plan to show conformance with the Prince George's Plaza TDDP
- Property has been a gas station since 1961 with the only change being the 1979 addition of the convenience kiosk to the property.
- Will be retaining existing access to site and not doing any work within the right-of-way
- Will be introducing new landscaping strips along the road frontages
- Building will be two-story with three different façade elements
- Requesting two amendments: The build to lines along Belcrest Road and East West Highway
 - i. Build to Lines:
 - 1. Need 0.6 feet further set back on East West Highway to accommodate truck circulation
 - 2. 10-foot amendment on Belcrest
 - ii. Connecting buildings:
 - 1. TDDP calls for connecting the buildings to create a solid frontage, but that is not possible with a gas station as vehicles need to get in and out of the site
- TD: You said overall operation, besides the gas station and convenient store, but what other operations will be there?
 - i. Office space for the "corporate office" of the business owners
- TD: Are you making any lighting changes, such as changing to LED?
 - i. Will be providing onsite lighting that conforms with the TDDP; not sure if it is LED or not. I do not have the specifications for that lighting at this time.
- TD: Are there any landscape requirements for any stormwater runoff?
 - i. Have received site plan approval from Maryland Department of Environment
- WM: Are the stairs that are on the back of the property remaining?
 - i. I think so, but I will check on that and get back to Jim

- WM: Is the parking sufficient for both the gas station and the office use above?
 - i. TDDP tries to limit parking spaces this close to Metro. We can provide up to 22 spaces and we are providing 17 on site.
 - ii. MF: Can you show me how we get to 17?
 - iii. In recounting, counts 16 spaces. Will confirm that number and relay to staff.
- JM: How many parking spaces exist currently?
 - i. 10.
- JM: Have you dropped the plan for the car wash that came to us a while ago?
 - i. Yes.
- DM: I am not getting the same amount of spaces that you are. I am seeing these triangles between the spaces, but they seem to be the buffers between handicapped spaces.
 - i. They are not,
- DM: At the Council meeting, you stated that the office space is for the owner's business, not to lease to other tenants. Is that correct?
 - i. Yes.
- DM: The staircase at the back of the property that allows people to get to and from the Metro is important. It needs to remain to give those folks access. IF you don't make a space for them, they will create their own space.
- DM: Can you talk about why the dumpsters are located where they are?
 - i. We felt it was the best location given the access aisles available on the rest of the site.
- DM: There was a question about LED lights and the City wants to see things that are as energy efficient as possible. If you can incorporate that, that would be a good thing to do.
 - i. Lighting will be LED.
- DM: Still concerned about the number of parking spaces and the lack of gaps/aisles for handicapped spaces.
 - i. The ADA space is in the middle and here is the buffer area. We are only required to provide one space.
- JM: You are doubling the number of gas pumps?
 - i. Correct.
- TD: Is this location the headquarters for a franchise of Sunoco? Will it be consistent with other sites?
 - i. It will be Sunoco brand along with the A Plus market store that is consistent with Sunoco franchise.
 - ii. TD: If there is a chance for anything new, there is a change for new opportunities. I would recommend that you take the opportunity to reflect on all of the things we talked about: LED, maybe EV charging, stormwater runoff. This station is an epicenter of sorts, so there is an opportunity to enhance the space that creates it as a flagship and hope you take that into consideration.
 - iii. MF: This is the opportunity to incorporate native species.
- MF: I would like to see the incorporation of a different building material other than efface, which is essentially Styrofoam and not very durable.

- MF: This is a great opportunity to make this station a flagship. There have been others nearby closing as a result of the Purple Line, I think.
 - i. That is correct, this will soon be the only one on this side of East West Highway
- DM: Are there any plantings going in along the back of the building? It could be a great tagging wall.
 - i. No plantings.
 - ii. DM: Approximately how long is that wall?
 - iii. DM: Is there anything behind the wall or is that where the roadway to Metro goes in?
 - It backs up to the vacant parcel that is owned by Metro.
 - iv. DM: I would suggest that maybe you talk to the City or someone about putting a piece of artwork along that wall to detract from those who may want to tag it.
- DM: On your building in general because of where it is at, there is an opportunity to put something on the front of the building that is significant to the City. That would be a nice piece of neon or an icon, and could be more attractive than a regular convenient store.
- TD: As part of the TDDP, this area is poised for pedestrian use. To take it a step further for pedestrian, is there talk about removing one of the vehicle curb cuts to allow for better pedestrian use?
- DM: You currently have 3 access points?
 - i. 4.
 - ii. DM: This plan retains all of those?
 - Yes.
- TD: Is this a non-conforming use?
 - i. Yes, certified nonconforming use, so it is maintaining its use as a gas stations, but needs to get improvements approved through the detailed site plan process.
- WM: I echo the comments about art on that back wall.
- CC: I agree with Todd's comments about the curb cuts. 4 seems excessive and not consistent with the TDDP. It seems like you could eliminate the curb cuts on East West or eliminate one on East West and one on Belcrest.
- DM: Where is the kiosk to be located? Is it drive up or walk up?
 - i. Walk up.
- DM: I understand you need the two curb cuts on East West Highway, but could you live without one of the curb cuts on Belcrest Road?
 - i. Will have to do some engineering about the turning radius and see if that is feasible.
- TD: Have you thought about electric charging?
 - i. We are not proposing it as part of this station.
 - ii. I have not seen too many gas stations that are proposing EV charging stations and am not sure how well it would practically work here.
- CC: What is the little peninsula in the top corner?
 - i. It is associated with stormwater.

- MF: One thing I heard is that people are pleased that the lighting is going to be LED and consistent with the TDDP. Recommendations could go further into no efface, better plantings and otherwise turning this station into more of a flagship. There is concern about stormwater runoff.
 - i. We will be compliant with the current standards, which is almost 100% of runoff.
 - ii. TD: There is a strong marketing opportunity in focusing on the environmental impact of the station and how it fits into the aesthetic of the building.
- MF: I think I heard agreement that there be a recommendation about doing something to that rear wall to make it interesting or artistic in some way. "Some form of attractive feature"
 - i. Approved unanimously.
- JM: Is there any environmental issues that need to be addressed with the gas tanks underneath, etc.?
 - i. These would be issue with a complete raise and rebuild. In redoing this site, they will be putting in new tanks and making significant upgrades to the site to make it more environmentally planning. We're bringing the site up to date and into this century.
- MF: There was a recommendation about removing one curb cut on Belcrest.
 - i. JM: I don't want to be second guessing how your operations work and recommend something against the functionality or if it becomes too tight. I want to look at the possibilities.
 - ii. MF: What if the recommendation read "consider reducing the number of curb cuts and enhancing pedestrian access and safety on the site."
 - Because some of the entrances are close to the light at the intersection, people prefer to use different curb cuts to come in and out of the property.
 - Approved unanimously.
 - DM: When the proposal was for the car wash, it was proposed to eliminate one of the curb cuts. You are now saying that it is not feasible, so these two plans contradict themselves.
 - I don't know what that layout was, but from a circulation standpoint of the site, the trucks will come in through East West Highway and out through Belcrest. Closing the Belcrest curb cut may interfere with the functionality of some of the parking spaces, but it may be possible.
- MF: Need a clarification on the number of parking spaces given to Jim/Katie.
 - i. Agreed unanimously.
- MF: We like seeing that the staircase is staying as it is important for access to Metro.
- Can I get clarification? You mentioned native species, is that the improvement you would like with the landscaping?
 - i. MF: Yes, that is one of many options.
- DM: We are not trying to burden you with extras, but we want to see ways to improve the site and make it representative of the community and what we

want. This is to give you this information, so you don't get in the middle of the process and start hearing these things. I think we all want to see this development.

- i. We appreciate that, it is not my first rodeo. We will do what we can to address concerns raised.

5. Open Meetings Act Debriefing (8:40 PM)

- Let the record show that Jonathan and Wil were both at the Open Meetings Act Training.
- MF: For those who took it, how are we doing as a committee?
 - i. JC: We're doing really good. A few golden rules:
 1. Can't have conversations via email about topics germane to the committee
 2. We cannot conduct a meeting without a quorum. If we lose a quorum, we must end the meeting. If you plan on being absent, please let the chair know in advance so we can determine if the meeting needs to be cancelled or not. There could be issues with the timeline of development projects if a meeting gets cancelled and therefore cannot get planning committee recommendations first.
 3. Chair can entertain public comment at their discretion, but it is not mandatory. Open meetings give the public the opportunity to view, not to participate.
 4. Ensuring the agenda is published in an adequate amount of time. We're pretty good about it
 5. If committee wants specific updates about specific projects, we should state it on the agenda. We cannot get too deep into the weeds of a specific project at length. If something is specifically requested, we should list it under development updates.
- DM: What constitutes a quorum?
 - i. 51%. In our committee's case, we need 5 members present.
- Another thing that could be an issue is consistent absenteeism if it affects the ability to reach a quorum. Please continue to let staff know if you will be absent
- MF: I will send a note out this week to everyone about attendance and reminding them to give staff notice if they will not be here.

6. Development Updates (8:54 PM)

- Riverfront at West Hyattsville architectural DSP will come back in May or June to the Planning Committee.
- Council had Discussion on Werrlein last night. Council will likely have one more day of discussion and then take action on May 21.
 - i. Lots of public speakers, some in favor, some against.
 - ii. If there are any substantive changes to their subdivision package, we will bring it back to the Committee. If there is not is not, we will continue with the committee's prior comments.
- DM: Any mall updates?

- i. Ulta is open, the pad site has probably gone away. &Pizza just signed a lease to be in the mall food strip area.
 - ii. TD: Is the proposed teen club supposed to go over there?
 - 1. In UTC, not the mall. Unlikely this committee will be involved in that unless the Council explicitly directs the body to do it.
- DM: What is up with the Marche property? Are they done?
 - i. Mostly done, but looking to put up some exterior shades of some sort.
- DM: Last night the developer on Route 1 mentioned a cost of \$100 million. Does that sound right?
 - i. Yes. They are still working on the detailed site plan to see what the retail/unit mix looks like. Will probably come to the Planning Committee in the fall.
- Hyatt Park:
 - i. Final concept plan delivered to City from NDC. Will be presented at the City Council meeting tomorrow. Tomorrow will also start the window where the plan will be posted on the Speak Up site. Comments will be accepted until May 1.
 - ii. Staff will begin electrical plan and sourcing materials in the upcoming weeks. Hoping to start building at the end of summer and complete the process before the end of the calendar year.
- TD: Did the Streetsense TESST building go under contract?
 - i. Yes. Cannot say who yet, but they will hope to renovate and occupy it in the near future.
- TD: Is the Demmer's building under contract?
 - i. Not to our knowledge.
- TD: Is the property along Route 1 across from UIP still under contract? Can you talk about it?
 - i. Yes, under contract. No cannot talk about it.
 - ii. TD: Does this impact the parking garage site?
 - 1. Yes and no.
- MF: What is happening with the building on Route 1 that is falling down?
 - i. It is under contract, but they are having difficulty finding one of the lien holders and they need to demonstrate that they have made contact with all lien holders to move forward.
- MF: What about the former Mi Patio site? It seems awfully vacant.
 - i. They recently contacted us and may be using our Commercial Façade Improvement program this year.
- MF: What is the status of the closed synagogue on Adelphi Road?
 - i. M-NCPPC is in the process of selecting the next multigenerational site in the county. It is one of the four sites they are considering, which will be determined by the next County Executive. They are also going through the process of finding a new director for recreation, so until that is settled, a site will not be selected.
- DM: Harvey Maisel's property at Queen's Chapel Town Center – is there any redevelopment happening there?

- i. Nothing yet. If it redevelops, it will not be by them. Their portfolio is about holding on to properties. I imagine that will change in the upcoming years as the market changes and they might sell.
- JM: On Hamilton and Queen's Chapel the crosswalk is always torn up.
 - i. The county is aware of it and their strategy is to replace the popped up pavers with asphalt in a piecemeal fashion.
 - ii. WM: there are no pavers left, the crosswalks are all asphalt now.

7. Adjourn (9:19 PM)

* Times listed are estimates and may vary.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Nicola Konigkramer

Submitting Department: City Clerk

Item Type: Legislative

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Acceptance of Petition - Sacred Heart Home

HCC-328-FY18

Recommendation:

I move that the Mayor and Council accept a petition received April 30, 2018, from the residents of Clearwood, Castle Manor, and Hyattsville Hills (Wards 2 and 5) regarding the proposed Sacred Heart Home Project.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Sacred_Heart_Petition_Redacted.pdf](#)

Summary Background:

Please see the attached petition.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

April 29, 2018

Dear Mayor and City Council Members:

We represent a group of neighbors from Clearwood, Castle Manor and Hyattsville Hills (Wards 2 and 5) who are concerned about the Sacred Heart Home construction project.

Attached is a list of signatures from residents requesting that the City include their concerns in the letter to be sent from the City of Hyattsville to the Prince George's County Planning Board.

As we spoke with our neighbors, we discovered that most were unaware of the plans for redeveloping the Sacred Heart property. We feel our concerns were not included in the initial recommendation made by the City and would like the City's letter of May 2, 2018 to reflect our dissatisfaction with the current proposal.

The current plans call for the demolition of the existing Sacred Heart Home (a building that has been cited for its architectural significance) to be replaced by a new structure situated near the homes of neighbors on the east and southeast sides of the property.

We are concerned about the impacts on our neighborhood from:

- proximity of new building to neighbors' homes
- large footprint of proposed building
- removal of mature trees and forested areas resulting in the destruction of natural habitat, increased household energy costs, and decrease in home values
- potential flooding
- air pollution, noise and runoff related to the rear service driveway

These concerns and others were expressed by neighbors in an informal meeting outside the Sacred Heart Home entrance on 36th Avenue on Wednesday April 18, 2018. Since then, more neighbors have expressed their opposition to the proposal as reflected on the attached petition, which has been signed by 100 neighborhood residents.

We would like for the City of Hyattsville to reflect our views in any correspondence with the County Planning Board. We would also request the City inform us of whatever action it recommends to the County, in anticipation of the Planning Board hearing scheduled for May 10, 2018 at which we will voice our concerns.

Sincerely,

Jaime Garay [REDACTED]
Carmen Maldonado [REDACTED]
Sandra Rodríguez [REDACTED]
Mary Graham [REDACTED]
Mark Graham [REDACTED]
Ho L. Jun [REDACTED]
Song K. Jun [REDACTED]

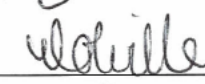
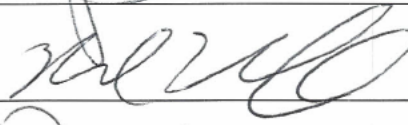
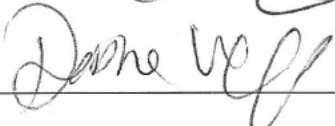
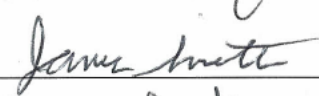
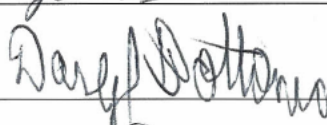
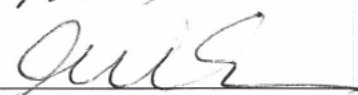
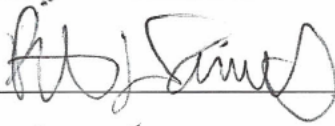
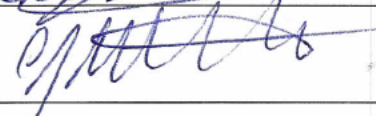
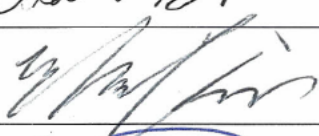
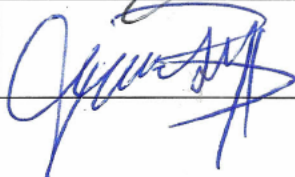
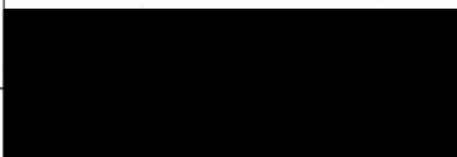
We, the undersigned, are neighbors whose homes are in the vicinity of the Sacred Heart Home at 5805 Queens Chapel Road in Hyattsville, Maryland. We have significant concerns about the new building proposed to replace the existing nursing home, which is slated for demolition.

We ask that our elected officials reject the proposed plans before the ground is broken, so that the plans may be modified to include the following features:

- the preservation of the existing mature trees and forested area along the eastern and southeastern property lines;
- a setback from the eastern and southeastern property lines greater than the 55 feet currently proposed that will allow the preservation of the forested area;
- a smaller footprint for the overall building to mitigate runoff;
- and a shorter rear driveway than the currently proposed

We request that you consider our concerns before any ground is broken and the start of construction. Thank you for your attention.

PRINT NAME & LAST NAME	SIGNATURE	ADDRESS or EMAIL	Older than 16? y/n
Theresa Farmer	Theresa Farmer	[REDACTED]	Yes
Taylor Farmer	Taylor Farmer	[REDACTED]	Yes
Reid Nelson	[REDACTED]	[REDACTED]	Y
Jermaine Kittrell	Jermaine Kittrell	[REDACTED]	Y
Paul F Wilson	Paul F Wilson	[REDACTED]	Y
Seagun Lemus	[REDACTED]	[REDACTED]	Y
Ho Lim Jun	Ho Lim Jun	[REDACTED]	Yes
Song Keun Jun	Song Keun Jun	[REDACTED]	Y
Maisha Thompson	Maisha Thompson	[REDACTED]	Y
Maureen Vosmek	Maureen Vosmek	[REDACTED]	yes

PRINT NAME & LAST NAME	SIGNATURE	ADDRESS or EMAIL	Older than 16? y/n
Ryan Sours			Y
Natalie Colville			Y
Wesley Van Camp			Y
Mark Wakefield			Y
Debbie Van Camp			Y
James Smitt			Y
Daryl Bottoms			Y
Charlotte Schmidt			Y
MELVIN D Schmidt			Y
ANNE SULLIVAN			Y
Peter Daniels			Y
HOWARD FERGUSON			Y
Octavia Williams			Y
CHRIS MILITELLO			Y
Elaina Barroso			Y
AARON GINOZA			Y
Evannichael Callison			Y
James B. Garay			yes

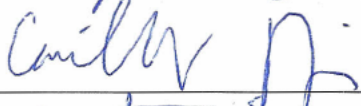
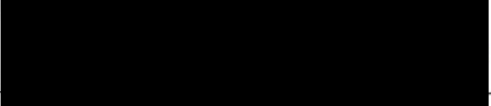
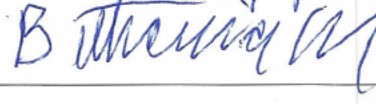
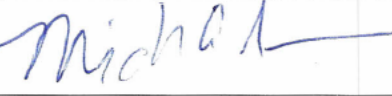
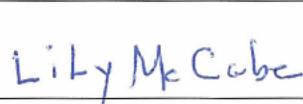
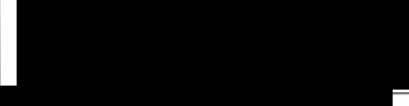
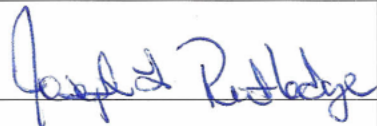
[illegible]

We, the undersigned, are neighbors whose homes are in the vicinity of the Sacred Heart Home at 5805 Queens Chapel Road in Hyattsville, Maryland. We have significant concerns about the new building proposed to replace the existing nursing home, which is slated for demolition.

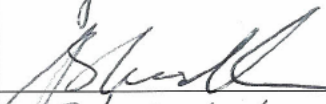
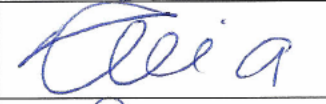
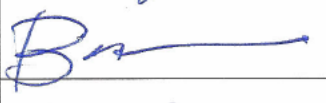
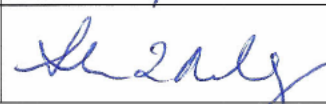
We ask that our elected officials reject the proposed plans before the ground is broken, so that the plans may be modified to include the following features:

- the preservation of the existing mature trees and forested area along the eastern and southeastern property lines;
- a setback from the eastern and southeastern property lines greater than the 55 feet currently proposed that will allow the preservation of the forested area;
- a smaller footprint for the overall building to mitigate runoff;
- and a shorter rear driveway than the currently proposed

We request that you consider our concerns before any ground is broken and the start of construction. Thank you for your attention.

PRINT NAME & LAST NAME	SIGNATURE	ADDRESS or EMAIL	Older than 16? y/n
Victoria Riley			Yes
Camilla Riley			Yes
Bethannia M ↓ Mercedes			Yes
Steve Newbold			yes
Michelle Timmer (Timmer)			Y
Lily McCabe			Yes
Nicholas Berner			yes
Kathy June Fries			yes
Joseph L Rutledge			Yes

Will Crick	W. Crick	[REDACTED]	yes
Nicole Laemers	NK Laemers	[REDACTED]	yes
Janay Kittrell	J Kittrell	[REDACTED]	yes
Jackie Kittrell	Jackie Kittrell	[REDACTED]	yes
Nelson H. Minnich	Nelson H. Minnich	[REDACTED]	yes
Maria Oquien	Maria Oquien	[REDACTED]	yes
Abraham Oquien	Abraham Oquien	[REDACTED]	yes
Jim D. Tufa	Jim D. Tufa	[REDACTED]	yes
Ann M. Davis	Ann M. Davis	[REDACTED]	yes
Brent Ford Day	Brent Ford Day	[REDACTED]	yes
REGINA WOODLEY	Regina Woodley	[REDACTED]	yes
ALFRED JENKINS	Alfred Jenkins	[REDACTED]	yes
Thomas Miles	Thomas Miles	[REDACTED]	yes
THOMAS A. TUCKER	THOMAS A. TUCKER	[REDACTED]	yes
Darrel Styles	Darrel Styles	[REDACTED]	yes
Ellen R. Tucker	Ellen R. Tucker	[REDACTED]	yes
Kelly North	Kelly North	[REDACTED]	yes
Miriam Leenders	Miriam Leenders	[REDACTED]	yes
Michael Miles	Michael Miles	[REDACTED]	yes

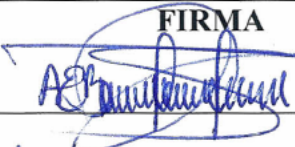
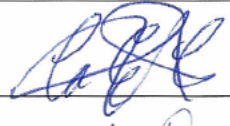
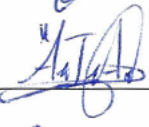
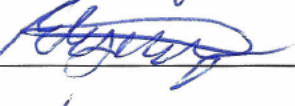
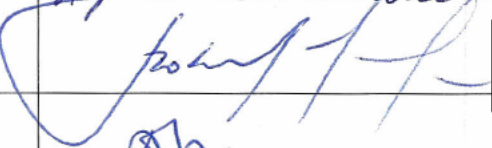
151 Elizabeth Kerle	Elizabeth Kerley		yes
Julia Stauder			yes
Alison Wakefield			yes
Ellen Simmons	Ellen H. Simmons		yes
Charles Simmons	Charles Simmons		yes
Elsie Moore	Elsie Moore		yes
Kardine Cruz			yes
Felice Cruz			yes
Tatiana Davis	RaShana S. Davis		yes
Gretchen Sumbrum	Gretchen Sumbrum		yes
Tesgaye Afework	Tesgaye Afework		yes
Wendy Beatty	Wendy Beatty		yes
Brian Minter			yes
Nasrin Akter	Nasrin Akter		yes
Stephanie Lemus			yes
Kimberly Lemus	Kimberly Lemus		yes
Emily Lemus	Emily Lemus		yes
Lori Alford			yes
Vandal Rodriguez			yes

Nosotros, los abajofirmantes, somos vecinos cuyos hogares están próximos al Sacred Heart Home, que está situada en 5805 Queens Chapel Road en Hyattsville, Maryland. Nosotros tenemos preocupaciones serias sobre el nuevo edificio que se ha propuesto para reemplazar el hogar de retiro existente, el cual será demolido.

Pedimos que nuestros funcionarios electos rechacen los planes propuestos antes de que se comiencen los trabajos, para que se puedan modificar los planos e incluir las siguientes características:

- la preservación de los árboles adultos existentes y la arboleda que bordean la colindancia de la propiedad por el este y sureste;
- que la separación entre las líneas de propiedad del este y sudeste sea mayor a los 55 pies que actualmente se han propuestos, lo cual permitirá la preservación del área boscosa;
- una reducción en el área que ocuparía el propuesto edificio, para minimizar la escorrentía (corriente de agua lluvia);
- y una carretera de servicio más corta a la que se propone

Solicitamos que considere nuestras inquietudes antes de que se alteren los suelos y antes que inicie la construcción. Gracias por su atención.

NOMBRE Y APELLIDO	FIRMA	DIRECCION O CORREO	Mayor de 16 años?
Ariel Bautista		[REDACTED]	
Ana Maldonado	Ana M.	[REDACTED]	
Carolina Costillo		[REDACTED]	
Angela Abarca		[REDACTED]	
Carlos Raul	Carlos Raul	[REDACTED]	
Vito Mercedes	Vito Mercedes	[REDACTED]	SI
Ylmes Espinoza		[REDACTED]	SI
Hersiba E. Castillo	Hersiba E. Castillo	[REDACTED]	
Rolando Freina E.		[REDACTED]	
Abdulhali	Ab.	[REDACTED]	SI
Emilia NO DIAZ	ED	[REDACTED]	SI

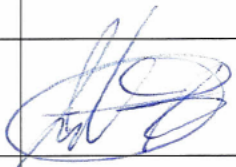
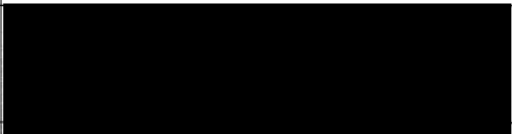
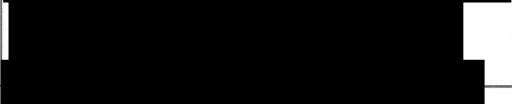
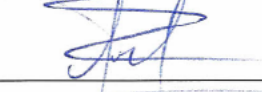
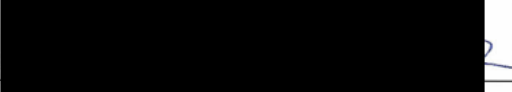
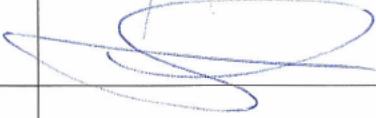
156—

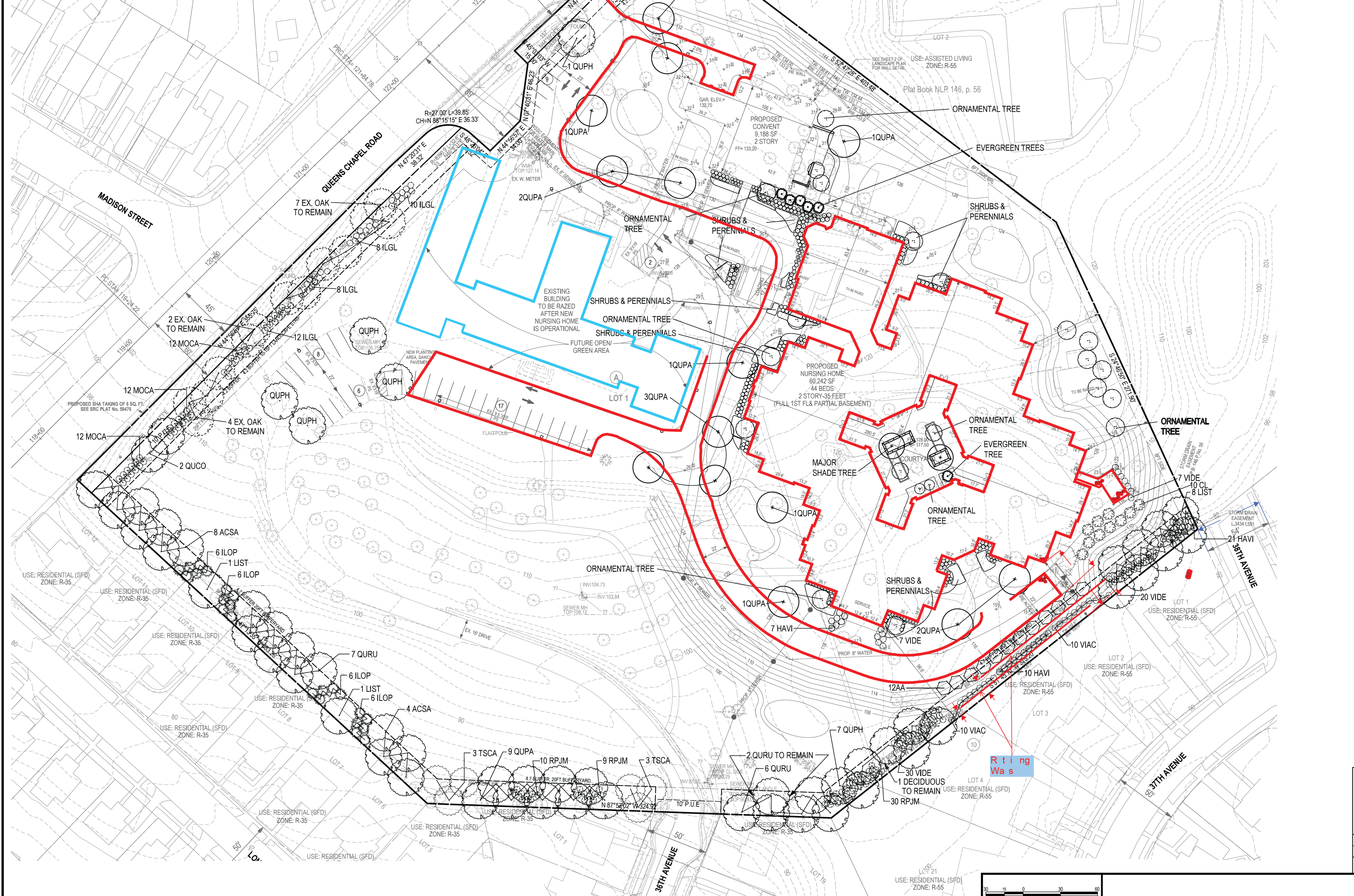
Nosotros, los abajo firmantes, somos vecinos cuyos hogares están próximos al Sacred Heart Home, que está situada en 5805 Queens Chapel Road en Hyattsville, Maryland. Nosotros tenemos preocupaciones serias sobre el nuevo edificio que se ha propuesto para reemplazar el hogar de retiro existente, el cual será demolido.

Pedimos que nuestros funcionarios electos rechacen los planes propuestos antes de que se comiencen los trabajos, para que se puedan modificar los planos e incluir las siguientes características:

- la preservación de los árboles adultos existentes y la arboleda que bordean la colindancia de la propiedad por el este y sureste;
- que la separación entre las líneas de propiedad del este y sudeste sea mayor a los 55 pies que actualmente se han propuestos, lo cual permitirá la preservación del área boscosa;
- una reducción en el área que ocuparía el propuesto edificio, para minimizar la escorrentía (corriente de agua lluvia);
- y una carretera de servicio más corta a la que se propone

Solicitamos que considere nuestras inquietudes antes de que se alteren los suelos y antes que inicie la construcción. Gracias por su atención.

NOMBRE Y APELLIDO	FIRMA	DIRECCION O CORREO ELECTRONICO	Mayor de 16 años?
Erick Amezcua			Si
Rocio Amezcua			Si
Edgar Portello			Si
Raquel Amezcua			Si
			157



**THIS BLOCK IS FOR
OFFICIAL USE ONLY**

QR label certifies that this plan
meets conditions of final approval
by the Planning Board, its designee
or the District Council.

**M-NCPPC
APPROVAL**

PROJECT NAME: SACRED HE

PROJECT NUMBER: DSP-1705

For Conditions of Approval see S
Revision numbers must be

PROJECT NAME: SACRED HEART
PROJECT NUMBER: DSP-17053

For Conditions of Approval see Site Plan

Revision numbers must be included



1" = 30'

SHEET 1

OF 3

PROJECT NO.
1853-03-00

158

4300 Forbes Boulevard, Suite 230
Lanham, MD 20706
P. 301.794.7555 F. 301.794.7656

[illegible]

MISS UTILITY NOTE

INFORMATION CONCERNING EXISTING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS. THE CONTRACTOR MUST DETERMINE THE EXACT LOCATION AND ELEVATION OF ALL EXISTING UTILITIES AND UTILITY CROSSINGS BY DIGGING TEST PITS BY HAND, WELL IN ADVANCE OF THE START OF EXCAVATION CONTACT "MISS UTILITY" AT 1-800-253-7777. 48 HOURS PRIOR TO THE START OF EXCAVATION. IF CLEARANCES ARE LESS THAN SHOWN ON THIS PLAN OR TWELVE (12) INCHES, WHICHEVER IS LESS, CONTACT THE ENGINEER AND THE UTILITY COMPANY BEFORE PROCEEDING WITH CONSTRUCTION. CLEARANCES LESS THAN NOTED MAY REQUIRE REVISIONS TO THIS PLAN.

OWNER/DEVELOPER/APPLICANT

SACRED HEART HOME INC.
5805 QUEENS CHAPEL ROAD
HYATTSVILLE, MD 20782

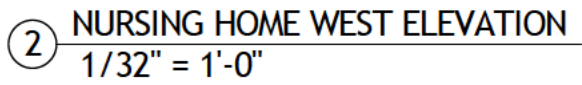
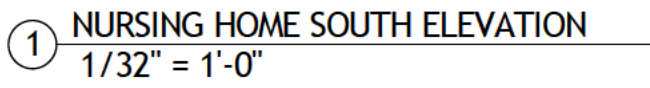
MAP _____ GRID _____	
TAX MAP 42 A4	ZONING CATEGORY R-55
WSSC 200' SHEET 207NE03	XXXX:
SITE DATUM	XXXX:
HORIZONTAL: _____	
VERTICAL: _____	



LANDSCAPE AND LIGHTING PLAN SACRED HEART

HYATTSVILLE (16TH) ELECTION DISTRICT, PRINCE GEORGE'S COUNTY, MARYLAND

P:\18530300\ENGINEER\LANDSCAPE\LAN_01.sht Scale= 30.0000 ft / in. User= D:\kel PLTdrv= PDF_Color_150.plt cplg Pentbl= TEXT_SUB.tbl 3/28/2018 2:14:57 PM





In the background, forested area at adjacent 5800 38th Avenue, Hyattsville- Picture taken May 2013



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Contract

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Automated License Plate Reader (ALPR) – Award of Contract

HCC-309-FY18

Recommendation:

I move that the Mayor and Council accept the proposal submitted by PCS Mobile, 1200 West Mississippi Avenue, Denver, CO 80223, and authorize the City Administrator to execute a lease agreement for two (2) automated license plate reader units, associated licensing and integration licensing as a monthly subscription-based lease for a 60-month term, not to exceed 66-months, at a cost of approximately \$1,700 per unit, per month.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - ALPR Services RFP.docx](#)

[PCS Mobile Complete Brochure_hi res.pdf](#)

[18_0423_Hyattsville_pricing_AutoVu_Single System_Hosted Server_V4 BAFO.pdf](#)

[EN-Genetec-AutoVu-SharpX-Specifications-Sheet \(1\).pdf](#)

[spec_sheet_f110_g4_v4m09y17 \(1\).pdf](#)

Summary Background:

The City has modernized our parking operation with substantial investments in parking infrastructure, software and payment options to enhance our customer experience. The Automated License Plate Reader (ALPR) will contribute to that effort. The solicitation for Automated License Plate Reader (ALPR) services was issued on September 5, 2017;

- Four (4) proposals were received and reviewed;
- Interviews of three (3) firms were conducted by the Office of Parking Compliance and Police Department Personnel;
- The Director is recommending an award of contract of services to PCS Mobile;
- Staff reviewed purchasing options and in consultation with the Finance Department, is requesting approval for a 60-month (5-year) equipment and servicing lease term.
- The City will be leasing two (2) ALPR units and will have the option to add additional ALPR units in future fiscal years, at a pre-set pricing structure.

Next Steps:

Staff anticipates a pilot deployment in July 2018 with a live system on or by October 1, 2018. A lease agreement will be executed with PCS Mobile after the adoption of the FY-2019 City Budget.

Fiscal Impact:

Funding is included in the FY-2019 CED - Parking Compliance Operating Budget.

City Administrator Comments:

Recommend Approval. An ALPR system will allow the City to administer a pay-by-plate environment, reducing the margin of user error due to incorrect space identification and related factors.

Community Engagement:

Community Outreach

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

Pending



Memo

To: Mayor and Council
From: Jim Chandler, Director, Community and Economic Development
CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Chris Giunta, Manager, Code & Parking Compliance
Date: April 25, 2018
Re: Automated License Plate Reader (ALPR) – Award of Contract

This memorandum is to provide the Mayor and Council with a summary and recommendation of the acceptance of a proposal and award of contract for Automated License Plate Reader (ALPR) equipment and licensing services.

- The City issued a solicitation for Automated License Plate Reader (ALPR) services on September 5, 2017;
- Four (4) proposals were received and reviewed;
- Interviews of three (3) firms were conducted by the Office of Parking Compliance and Police Department Personnel;
- The Director is recommending an award of contract of services to PCS Mobile;
- Staff reviewed purchasing options and in consultation with the Finance Department, is requesting approval for a 60-month (5-year) equipment and servicing lease term;
- The City will be leasing two (2) ALPR units and will have the option to add additional ALPR units in future fiscal years, at a pre-set pricing structure.

RFP Summary

On September 5, 2017, the City of Hyattsville issued RFP# CED09052017, a request for

furnishing Automated License Plate Reader (ALPR) technology to support the City's parking management operations. The City required the ALPR technology to synch with existing City parking technology, including Passport Parking and IPS parking meters.

The ALPR technology will allow the City's parking operation to transition to a 'pay-by-space' parking environment and support the proposed updates to the City's Residential Parking Zone program.

The City will conduct a 3-month pilot period to test the system in the City's parking environment. Based on the effective performance of the system, the City will acquire two (2) ALPR units and have them installed on two City vehicles.

The system will be limited to civilian parking compliance administration, which consists of vehicles parking meter violations, residential parking management and associated parking violations of Chapter 114.

RFP Review Panel

The following City staff members participated in the proposal review and interview process:

Jim Chandler, Assistant City Administrator and Director of Com & Economic Development

Chris Giunta, Manager, Code & Parking Compliance

Julius Wiggins, Supervisor, Contracts, Grants & Procurement

Noah Pomeranz, Parking Aide I

Sgt. Richard Hartnett, Technical Services Manager, Police Department

Scott Dunklee, HSSI Coordinator, Police Department

RFP Responses

On October 24, 2017 the City opened four (4) submitted proposal and the documents were reviewed for basic requirements including the completion of all required submittal documents.

Firm	Address	Minimum Requirements Met
SW24 Security Solutions	One Penn Plaza, Suite 4000, NY, New York 10119	Yes
Vigilante Solutions	1152 Stealth Street, Livermore, CA 94551	Yes
PCS Mobile	1200 West Mississippi Avenue, Denver, CO 80223	Yes
Leonardo	4221 Tudor Lane, Greensboro, NC 27410	Yes

Technical Proposal Analysis & Evaluation

The proposal was distributed to each of the members of the RFP Review Panel along with the analysis score sheet. The proposals were evaluated independently by each of the members of the Panel based on the established criteria including:

- Firm's and personnel qualifications and experience experienced in ALPR technology, its application, deployment and integration;
- ALPR system functionality: Capability of system, uptime/reliability and warranty terms;
- System Integration: ALPR's deployment and integration with existing web-based parking management platforms.
- Hardware: Performance, mobility and integration with hardware systems;
- Training: On-site training, off-site support and customer service;
- Sealed Dollar Bid Proposal.

Based upon the collective evaluations, the following firms were selected for on-site interviews and equipment demonstrations:

- SW24
- PCS Mobile
- Leonardo

Each firm was provided the opportunity to present a detailed summary of their proposal, including their company profile, experience in the market, hardware/equipment specifications, software management platform, integration deployment and financial proposal. At the conclusion of each presentation, evaluators were provided the opportunity to experience a demonstration in the field.

In addition to assessing the firm and equipment's capabilities to assist with the management of parking operations, Staff, in consultation with the City Attorney, reviewed whether the ALPR devices could provide segregated criminal record and/or investigative records to the City's Police Department. Data acquired through the Police Department's current ALPR devices is sent directly to the Maryland Coordination and Analysis Center (MCAC) and is shared with law enforcement agencies State-wide. MCAC data for law enforcement is intended for the following:

- Criminal investigations;
- Hot List related to investigation;
- Vehicles operated by individuals currently under an open criminal investigation;

After review of current State law requirements, Staff consulted with the City Attorney and concurred that providing ALPR data with the City Police for investigative purposes is not feasible at this time.

Based upon evaluation of each firm's company overview, software and equipment performance, Staff narrowed the firms to SW24 and PCS Mobile, primarily due to the overall quality of performance of the firm's equipment. Both firms are proposing Genetec AutoVu License Plate Recognition with cloud-based storage. The equipment features a location based 'Geo Fencing' to ensure the accuracy of administration of the system.

The firms will provide an in-car mounted tablet device, mobile camera system and will provide parking staff with 'real-time' validation and permit/meter synchronization.

Financing Terms

Staff requested 'Final and Best' cost proposals from both SW24 and PCS Mobile as both a purchase and lease. Firms provided comparable cost proposals based on a 60-month term.

Both firms offer purchase, lease with purchase and lease with no purchase payment options. The equipment comes with a standard 3-year and optional warranty terms of up to two additional years. Lease options require warranty protection plans throughout the term of the lease.

It is likely that the equipment will continue to perform beyond the five year term, however based on our current five (5) year IT equipment replacement schedule, the outdoor exposure and advances in hardware technology, it is likely the ALPR equipment will be outdated technology and the City would likely prefer to upgrade the equipment at the end of the five year term. Additionally, Parking Compliance operates as a Special Revenue fund, a self-funding operation, separate from the general fund. It is Staff's preference, when possible, that operating costs and equipment be paid through the City's operating budget rather than the Capital Investment Plan (CIP) Budget. An equipment lease, rather than purchase, would be budgeted and expensed against the operating budget.

Both the Director and Treasurer concur that a lease option with no buyout option is the preferred method of payment terms.

Contract Award Recommendation

Both SW24 and PCS Mobile are leaders in ALPR technology and are considered to be outstanding firms, highly recommended by their current customers.

In assessing both firms, it is Staff's opinion that PCS Mobile's business model and client base are more focused on civilian parking operations and university settings. Recent PCS Mobile ALPR clients include, but are not limited to:

- University of Denver, CO

- City of Annapolis, MD
- Western Washington University, WA
- UT El Paso, TX
- Loyola Marymount,
- Berkley, CA
- University of Utah, UT
- Baltimore, MD
- Seattle, WA

In addition to PCS Mobile's client base, it is Staff's opinion that the firm's personnel will provide a greater degree of technology integration experience, on-going client support and a user experience strategy more closely aligned with the City of Hyattsville's mission and vision.

In conclusion, Staff recommends the City Council accept the proposal submitted by PCS Mobile for the lease of two (2) automated license plate reader units, associated licensing and integration licensing as a monthly subscription-based lease for a 60-month term, not to exceed 66-months, at a cost of approximately \$1,700 per unit, per month. Staff will advise the City Council once the pilot period has ended and the system is live. Based upon performance and need, Staff will assess whether to lease additional ALPR units as part of the FY2020 Parking Compliance operating budget. Staff anticipates a pilot deployment in July 2018 with a live system on or by October 1, 2018.

Staff anticipates this item for Discussion on Monday, May 7th and Action on May 14th.



We Integrate and Install the Following Systems:



Computing

Virtual Private Network (VPN)
Solutions
User Authentication
Mobile Device Management
Computer Image Development



Video

Arbitrator 360 Software
License Plate Recognition
(LPR) Software



Wireless

Wi-Fi Networks
Distributed Antenna
Systems (DAS)-for
Public Safety Radios
and Cellular Networks
Mobile Radio Programming
Outdoor Radio Repeaters



Mobility

Computer Mounting Solutions
In-Car Video Equipment
Mobile and Fixed LPR Equipment
Vehicle Outfitting Solutions
Mobile Radio Equipment

Mobile Complete... Professional Integration and Installation Services

Mobile Complete is our suite of services that provide "complete" integration and installation of computing, wireless, video and mobile mounting solutions. We facilitate a smooth project experience with comprehensive project management for any size of project. We are adaptable to your needs, your standards and your schedule.



With PCS Mobile's Mobile Complete services, you can count on a reliable, integrated system and a complete, trouble-free installation.

Why Use PCS Mobile for integration and Installation?

- Dependable and responsive quoting
- Process-oriented delivery of services
- We communicate our approach to each project
- Well-trained staff - in technology, products and processes
- Professional, clean and responsive technicians
- Extensive documentation of our work
- Certified by manufacturers for integration and installation
- Workmanship warranties backed-up by a 20-year old company
- Gamber-Johnson Certified
- Havis Authorized Reseller

For more information contact sales@pcsmobile.com



PCS Mobile Participates in the Following Purchasing Contracts:





Proposed Cost Elements

Proposal: Initial System
Customer: City of Hyattsville

Hosted Server
V4 BAFO

Date: 23-Apr-18
Estimator: S Bruecken

PROPOSED COST ELEMENTS - SUMMARY

Cost Element	Partner Cost	Annual Costs - Software and Maintenance			
		Year 1	Year 2	Year 3	
Mobile City LPR and Professional Services	\$ 44,025.00	-	-	-	
Mobile Computing Package	\$ 6,660.00	-	-	-	
Hosted Server (AutoVu Managed Services) - Annual Cost	\$ 4,200.00	Included	\$ 4,200.00	\$ 4,200.00	
Mobile Assurance Support - Annual Cost	\$ 4,350.00	Included	\$ 4,350.00	\$ 4,350.00	
Extended Warranty Option - Three Year Advance Purchase Discount	Optional	Optional	-	-	
Subtotal	\$ 59,235.00	\$ -	\$ 8,550.00	\$ 8,550.00	
LPR Equipment Costs and Services- Total	\$ 59,235.00	\$ -	\$ 8,550.00	\$ 8,550.00	

Alternative Procurement Options

Cost Element	Partner Cost	Monthly Subscription Cost	
Monthly Subscription Cost - 48 month term. Includes all hardware, software, services, and support as proposed above for length of term. Payment start on 10/1/2018 after 3-month pilot period.	\$ 1,930.00		
Monthly Subscription Cost - 60 month term. Includes all hardware, software, services, and support as proposed above for length of term. Payment start on 10/1/2018 after 3-month pilot period.	\$ 1,658.00		

* This proposal does not account for sales tax

** Term options of 48 and 60 month provided. At the end of the requested 3-month pilot; the first month's subscription cost will be due



Proposed Cost Elements

Proposal: Initial System
Customer: City of Hyattsville
Date: 23-Apr-18
Estimator: S Bruecken

Costs - Mobile LPR

Item Number	Item	Item Description	Quantity	Unit Price	Partner Cost
AutoVu Hardware					
AU-K-C2XSN-850	AutoVu SharpX City Dual Base Kit	AutoVu SharpX CITY Dual base KIT includes main processing unit, hard mount brackets, wiring, GPS, high resolution LPR units and in-vehicle license.	1	\$ 28,925.00	\$ 28,925.00
Vehicle Software					
AU-M-OFFLINEMAP-NA	Mapping License	Including data for North America - Per vehicle license	1	\$ 450.00	\$ 450.00
Professional Services					
MOB-VEHINSTALL	Mobile Installation	Installation of AutoVu on Mobile Computer Assembly in each vehicle, installation of software, configuration and testing.	1	\$ 1,500.00	\$ 1,500.00
VID-SERVICE	Security Center Installation and Configuration	Installation of Security Center and AutoVu Module on server or hosted environment. - This is a remote service	1	\$ 1,500.00	\$ 1,500.00
VID-SERVICE	Custom Development	Custom development for Mobile LPR Package (ex: Zone editor, mapping, custom enforcement rules). Up to 50 lots. Includes one Pay by Plate Sync integration and one List Updater configuration. ** Does not include Pay by Plate Multi Integration services	1	\$ 1,500.00	\$ 1,500.00
VID-SERVICE	Custom Development Add On	Custom development for Mobile LPR Package - Additional zone configuration or Pay by Plate Integrations. **Per project scope	1	\$ 1,000.00	\$ 1,000.00
VID-PM	Project Management Services	Project Management for AutoVu deployment. Covers mobile deployment.	1	\$ 4,500.00	\$ 4,500.00
VID-Training	On-Site and Remote Training	Training provided on site for mobile application Patroller software and hardware. Remote training provided for Security Center backend software. Includes one half day of training and provided in a "Train the Trainer" approach and maximum of three (3) Trainees per session.	2	\$ 600.00	\$ 1,200.00
PS-AV-AMS-SC-NA	Hosted Server Set Up Fee	One Time Fee. Autovu Managed Services Setup fees. (Includes: Creation of hosted environment, Security Center installation and preliminary Security Center setup) Security Center configuration not included.	1	\$ 500.00	\$ 500.00
TRAVEL_ZONE	Travel Charge for On Site Services	Cost of technician to provide on-site installation. This is a per trip charge; if technician is required to return to site for reasons outside of PCS Mobile's control, there will need to be additional trip charges.	2	\$ 1,400.00	\$ 2,800.00
Shipping					
Ship-US	Shipping	Shipping to Lower 48 States	1	\$ 150.00	\$ 150.00
Subtotal					\$ 44,025.00
LPR Equipment Costs and Services- Total					\$ 44,025.00

Costs - Warranty Options

Item Number	Item	Item Description	Quantity	Unit Price	Partner Cost
Extended Warranty Options - Mobile LPR					
AU-K-CXX-EWUP-1Y	First Year Upgrade Extended Warranty for Mobile Kit	AU-K-CXX- advanced swap warranty service upgrade from return and repair for first year of sale.	1	\$ 810.00	\$ 810.00
AU-K-CXX-EWAS-2Y	Four Years Advance Swap	Extended Warranty for AU-K-CXX kit with Advance Replacement coverage - 2 Years additional coverage. Does not Include update to advanced replacement for year 1 (warranty cannot extend past 5th year after purchase).	1	\$ 7,488.00	\$ 7,488.00
	Warranty - Covers years 2 - 3	This includes coverage of AutoVu vehicle hardware, Patroller software upgrades and Benomad updates. Does not cover in-vehicle PC.			
Subtotal					\$ 8,298.00
Extended Warranty Options Total					\$ 8,298.00



Proposed Cost Elements

Proposal: Initial System
 Customer: City of Hyattsville
 Date: 23-Apr-18
 Estimator: S Bruecken

Costs - Computing (mobile)

Item Number	Item	Item Description	Quantity	Unit Price	Partner Cost
Hardware					
COM-PROD	Mobile Computing Assembly	Getac F110 Tablet. Complete Kit. Includes 3 year bumper to bumper warranty on the tablet, Mounting Hardware (VEHICLE MAKE AND MODEL MANDATORY AT TIME OF ORDER), Docking Station, and Vehicle Power Adapter.	1	\$ 5,160.00	\$ 5,160.00
NETWORK-PROD	Vehicle as a HUB Option	External Cradlepoint Modem 2.4/5.0 wifi, 802.11 ac, multi-carrier external modem, GPS, external Panorama 5-1 antenna (2 cellular, 2 wifi, 1 gps), 3 year cloud service, and hardware coverage on Cradlepoint and Panorama antenna.	1	\$ 1,500.00	\$ 1,500.00
Subtotal					\$ 6,660.00
Hardware Costs - Total					\$ 6,660.00



Proposed Cost Elements

Proposal: Initial System
 Customer: City of Hyattsville
 Date: 23-Apr-18
 Estimator: S Bruecken

Costs - Hosted Server

Item Number	Item	Item Description	Quantity	Unit Price	Partner Cost
AutoVu Managed Services - Hosted Server					
GSC-Base-5.7	Base Software	Genetec Security Center (GSC) Base Package - Version 5.7 which includes: 1 Directory, 5 Security Desk client connections (incl. Web Client), Plan Manager Basic, Alarm Management, Advanced Reporting, System Partitioning, Zone Monitoring, IO Modules Support, Email Support, Macros Support (actual macros sold separately), Support for server virtualization, all supported languages. Must purchase a SynergisTM, OmnicastTM, or AutoVuTM base package to enable access control, video, or LPR content respectively.	1	\$ -	\$ -
GSC-Av-MS2.0-1Y	AMS - 1 Year	GSC AutoVu Managed Service 2.0 for one (1) year. Maximum of 1 year Hit retention (with images) and 1 year read retention (without images). See product description for limitations. Max five (5) concurrent Security Desk connections. Includes: AutoVu base, Security Center mapping, List Updater and Pay-by-Plate Single. Includes Genetec Advantage	1	\$ 3,600.00	\$ 3,600.00
GSC-Av-MS-1Patroller-1Y	Patroller Connection	GSC AutoVu Managed Service 1 Patroller Connection for one (1) year.	1	\$ 300.00	\$ 300.00
PBP-MULTI	Upgrade to Pay by Plate Multi	Pay by Plate Multi (annual cost)	1	\$ 300.00	\$ 300.00
Subtotal				\$	4,200.00
Server Costs - Total				\$	4,200.00



Proposed Cost Elements

Proposal: Initial System
 Customer: City of Hyattsville
 Date: 23-Apr-18
 Estimator: S Bruecken

Costs - Annual Support

Item Number	Item	Item Description	Quantity	Unit Price	Partner Cost
Mobile Assurance Support					
MOB-MAMSummit	Mobile Assurance®	Any service or support that requires a PCS Mobile Mobility Specialist to work with the customer via Phone, Email, Remote, and/or at the PCS Mobile Shop to resolve issues involving the AutoVu LPR solution. Per mobile and fixed camera system.	1	\$ 250.00	\$ 250.00
	Mobility Summit				
MOB-SUPPORT	Mobile Assurance®	Any service or support that requires a PCS Mobile IT Specialist to work with the customer via Phone, Email, Remote, and/or at the PCS Mobile Shop to resolve issues involving the AutoVu LPR software (i.e. Security Center or Patroller) on the server. **	1	\$ 2,500.00	\$ 2,500.00
	Summit Server				
MOB-MAPM	Preventative Maintenance	Optional Preventative Maintenance to include with any package. This visit includes checking and re-seating all connections, mounting hardware, testing and adjusting of hardware and software. **	1	\$ 200.00	\$ 200.00
TRAVEL_ZONE	Travel Charge for On Site Services	Travel Cost per trip for Preventative Maintenance. **	1	\$ 1,400.00	\$ 1,400.00
Subtotal					\$ 4,350.00
LPR Support Services- Total					\$ 4,350.00

AutoVu™ SharpX

High-Resolution Automatic License Plate Recognition Camera

The SharpX is an IP-based automatic license plate recognition (ALPR) camera of the AutoVu system. Designed for the most demanding situations, the SharpX provides high license plate capture and read rates in both mobile and fixed deployments. The SharpX helps public safety agencies and private organizations locate vehicles of interest, monitor vehicles entering and exiting their premises and enforce parking bylaws.

Combined with AutoVu robust feature set, the SharpX can compare scanned vehicles to lists of wanted vehicles, parking permit owners or employees, and automatically notify operators of situations requiring their intervention.



Features

Up to 4 high-resolution ALPR cameras on the same processing unit

Reads license plates 24 hours a day and in any environmental conditions with built-in illumination

Designed for mobile ALPR applications

Captures license plates on vehicle travelling at speeds over 220 MPH (355 km/h)

Identifies vehicle make and license plate state or country of origin alongside ALPR reads

Streams live video to Genetec Security Center unified security platform

Supports international plate reading

Get More from Your ALPR System

Unsurpassed Reading Accuracy – The AutoVu SharpX uses a progressive scan sensor with 1024 × 946 (XGA) resolution to capture license plate images for analysis. This sensor provides an image resolution two to three times higher than most solutions found on the market today, ensuring better readability in different cases such as bad weather, dirty or obstructed plates, difficult angles, and reads across three lanes in mobile applications.

Analyse Vehicle Behavior and Characteristics – The SharpX provides more than license plate numbers. Advanced AutoVu analytics can identify a license plate's state or country of issuance as well as vehicle make. AutoVu also analyzes the behavior of scanned vehicles, calculating their speed and direction of travel with a single camera. The SharpX enhances situational awareness and unlocks new insights into vehicle conduct on monitored installations and roads.

Unified with Video Surveillance and Access Control – When unified with video surveillance and access control systems within Genetec Security Center platform, AutoVu SharpX cameras can be leveraged as video surveillance units, in addition to reading license plates, increasing situational awareness for operators.

AutoVu SharpX Camera Specifications

ALPR camera sensor

XGA: 1024 × 946 progressive scan @ 30 fps, monochrome. Wide mode (1280 × 808) and Standard mode

(1024 × 768) also available within the same camera

VGA: 640 × 480 progressive scan @ 30 fps, monochrome

Capture range

XGA: Up to 115-foot (35-meter) range with reflective license plates

VGA: Up to 70-foot (21-meter) range with reflective license plates

Camera lens options

8mm, 12mm, 16mm, 25mm, 35mm, 50mm

Context camera sensor

Color camera 640 × 480 @ 30 fps (ALPR) and 15 fps (live video streaming in fixed installations)

Temperature

-4°F to 150°F (-20°C to 65°C) operating | -40°F to 185°F (-40°C to 85°C) storage | IEC 60068-2-1 Category Ad | IEC 60068-2-2 Category Bd | IEC 60068-2-14 Category Na | Includes hi-temp auto-shutoff protection

Extended temperature option

-40°F to 150°F (-40°C to 65°C) operating

Water resistance / sealing

IEC 60529 IPx5, IPx7 | IEC 60529 IP6x

Illuminator

Pulsed LED illuminator for effective use in 0 lux (total darkness) environments | Different illumination wavelengths available

Available colors

White / Black

Housing and mounting

Extruded aluminum housing with universal T-slots on either side for universal mounting

Dimensions

1.65 (h) × 4.75 (w) × 4.84 (d) inches (4.2 × 12 × 12.3 cm) | Excludes cabling and mounting bracket

Weight

1.5 lbs (0.7 kg)

AutoVu ALPR Processing Unit Specifications

I/O

2 × 10/100/1000 Base-T Ethernet ports | 2/4 × ALPR camera inputs

Dimensions

12.6 × 8.6 × 4.72 inches (32 × 22 × 12 cm)

Weight

9.4 lbs (4.2 kg) (X1S) | 10.6 lbs (4.8 kg) (X2S)

Processor

1/2 Intel® Atom™ Processor N2600. Up to 4 ALPR cameras (XGA or VGA) per processing unit

Temperature

-40°F to 150°F (-40°C to 65°C) operating | -40°F to 185°F (-40°C to 85°C) storage | IEC 60068-2-1 Category Ad | IEC 60068-2-2 Category Bd | IEC 60068-2-14 Category Na | Includes hi-temp auto shutoff protection

Power supply

12/24 VDC @ 60 W typical (76W for 4 cameras on X2S and 61W for 4 cameras on X1S)

Camera and Processing Unit Certifications

Vibration

MIL-STD-810G Method 514.6C, Cat 4

Shock resistance

IEC 60068-2-27 Test Ea | IEC 60068-2-31 Test Ec, Procedure 1

Electromagnetic immunity & emissions

FCC part 15 Subpart B | ICES-003 Issue 4 | CISPR32 / EN 55032 | CISPR24 / EN 55024 | CISPR25 / EN 55025 | EN 50498

EMC Directive (CE Marking)

2014/30/EU | 2004/104/EC

F110

FULLY RUGGED 11.6" TABLET

Large 11.6" IPS LumiBond® 2.0 sunlight display
7th generation Intel® Core™ processor
Intel HD Graphics 620
Dual hot-swappable battery design
Optional integrated 4G LTE broadband wireless
802.11ac next generation WiFi
Optional 1D/2D imager barcode reader
MIL-STD 810G and IP65 certified
Industry-leading bumper-to-bumper warranty



7th Gen Intel Core Processor.

With the latest Intel Core i5 or Intel Core i7 processor, the F110 rugged tablet was designed for speed and efficiency. Clocking in at up to 2.8GHz and with Turbo Boost speeds up to 3.9GHz, the F110 has the power needed for the most demanding tasks.



Multi-Level Security

F110 provides TPM 2.0 for powerful anti-tampering protection. Combined with IR webcam, fingerprint reader, smart card reader, RFID, optional Absolute™ DDS and support for the latest Windows 10 security features, the F110 delivers industry-leading protection for your data and device.



Large 11.6" IPS Display.

The F110 features a large 11.6" IPS display that utilizes our revolutionary LumiBond 2.0 technology to achieve a display that is more readable, and offers better contrast and more crisp colors than any other rugged laptop display. The 11.6" widescreen display is ideally suited providing plenty of real estate to run Windows and your apps on.



Dual Hot-Swappable Batteries.

The F110's unique, hot-swappable dual-battery design allows for potentially infinite, uninterrupted battery life. This enables you to remove one of the two rechargeable batteries and replace it with a fresh battery without ever shutting down apps or your Windows OS.



Designed to Capture.

With a built-in front FHD webcam, an optional front IR webcam, an optional rear 8MP auto focus camera and an optional top 1D/2D imager bar code reader, the F110 is the ideal solution for capturing data.



Bumper-to-Bumper Warranty.

Accidents happen. Only Getac offers bumper-to-bumper coverage standard on every F110 rugged tablet.

GETAC F110

Specifications



Getac

ruggedsales@getac.com
www.getac.com
949.681.2900

Getac, Inc.
400 Exchange, Ste 100
Irvine, CA 92602

Ruggedness	MIL-STD 810G and IP65 certified MIL-STD 461G ready ² Optional ANSI/ISA 12.12.01 Vibration & drop resistant	Security	Intel vPro™ Technology (per CPU options) TPM 2.0 Cable lock slot NIST BIOS compliant Optional IR webcam Optional LF/HF RFID reader Optional fingerprint reader Optional smart card reader Optional Absolute™ DDS software Optional HDMI-in + smart card reader
Operating System	Windows® 10 Professional	Communications	Intel Dual Band Wireless-AC 8265, 802.11ac Bluetooth (v4.2) Optional dedicated GPS Optional 10/100/1000 base-T Ethernet (occupies expansion slot) Optional 4G LTE multi-carrier mobile broadband with CA ¹
CPU	Intel Core i7-7600U vPro™ 2.8GHz processor with Turbo Boost Technology up to 3.9GHz; 4MB Intel Smart Cache Intel Core i7-7500U 2.7GHz processor with Turbo Boost Technology up to 3.5GHz 4MB Intel Smart Cache Intel Core i5-7300U vPro 2.6GHz processor with Turbo Boost Technology up to 3.5GHz 3MB Intel Smart Cache Intel Core i5-7200U 2.5GHz processor with Turbo Boost Technology up to 3.1GHz 3MB Intel Smart Cache	Keyboard	Six tablet buttons: Power, Windows, Programmable, Camera Capture/Barcode Reader Trigger, Volume Up & Volume Down
Memory	4GB DDR4 expandable to 16GB ³	Power	AC Adapter (65W, 100-240VAC, 50/60Hz) Hot swappable Dual Li-Ion battery (2160mAh) x 2 (up to 12 hours of battery life) ⁵
Storage	Solid State OPAL 2.0 128GB / 256GB / 512GB [†]	Dimensions and Weight	12.4" x 8.15" x 0.96" (314 x 207 x 24.5mm) 3.08lbs (1.39kg) ^{††}
VGA Controller	Intel HD Graphics 620	Temperature	Operating Temp: -5.8° F to 140° F / -21°C to 60°C Storage Temp: -60°F to 160°F / -51.1°C to 71°C Humidity: 95% RH, non-condensing
Display	11.6" IPS HD (1366x768) 800 NITs LumiBond® 2.0 sunlight readable display with multi-touch technology Optional digitizer	I/O Interfaces	DC in x 1 USB 3.0 x 1 Docking port x 1 Headphone out/Mic-in Combo x 1 HDMI x 1 Optional HDMI-in x 1 (w/smart card reader) Optional RF antenna pass-through for GPS, WLAN and WWAN
Expansion Slot Options[‡]	Optional 1D/2D imager barcode reader; or RS232 Port; or 10/100/1000 base-T Ethernet; or MicroSD slot; or USB 2.0 port; or RS232 Port + 10/100/1000 base-T Ethernet	Warranty	3 Year bumper-to-bumper warranty standard [‡]
Add-on Modules	Optional magnetic stripe card reader		
Webcam	Optional FHD webcam x 1; or Optional IR webcam x 1 Optional 8MP auto focus camera		

Specification subject to change without notice.

¹ Data plan required. Cellular data is available in the US on Verizon Wireless and AT&T networks. LTE is available in select markets. Check with your carrier for details. 4G LTE configuration must be ordered at time of purchase.

² Requires MIL-STD 461F 90W AC Adapter sold separately.

³ Computers configured with a 32-bit operating system can address up to 3GB of system memory. Only computers configured with a 64-bit operating system can address 4 GB or more of system memory.

⁴ Expansion slot factory installed and limited to one option. Subject to minimum purchase requirements.

⁵ Battery life testing conducted under BatteryMark 4.0.1. Battery performance will vary based on software applications, wireless settings, power management settings, LCD brightness, customized modules and environmental conditions. As with all batteries, maximum capacity decreases with time and use and may eventually need to be replaced by a Getac service provider. Battery life and charge cycles vary by use and settings.

[†] For storage, 1GB = 1 billion bytes; actual formatted capacity less.

^{††} Weight varies by configuration and manufacturing process.

[‡] 3 year bumper-to-bumper limited warranty standard. For warranty terms and conditions visit www.getac.com

Copyright 2017, Getac, All Rights Reserved. Getac and the Getac logo are either registered trademarks or trademarks of Getac Technology Corporation in the United States and/or other countries. Microsoft and Windows are registered trademarks of Microsoft Corporation in the United States and in other countries. All other trademarks are the property of their respective owners.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Consent Items (9:30 p.m. – 9:35 p.m.)

SUBJECT

Hyatt Park Placemaking Project

HCC-326-FY18

Recommendation:

I move that the Mayor and Council accept the Hyatt Park Placemaking Project Design Concept and authorize the Mayor to send a letter to the Maryland-National Capital Park & Planning Commission requesting an amendment to the Hyatt Park Joint Use Agreement to permit the City to proceed with the improvements specified in the project design.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo_-_Public_Placemaking_-_Hyatt_Park_5.1.2018.docx](#)

[Hyatt Park Presentation 20180416.pdf](#)

Summary Background:

The motion, as drafted, provides City staff with authorization to proceed and enables staff to prepare cost proposals to perform the services required within the scope of work.

The Council at the November 6, 2017 meeting amended the FY18 Capital Budget to add the Hyatt Park Placemaking Project and reallocated \$325,000 in CIP funding for this project.

The City Council will need to accept the project design and provide authorization to proceed.

Finally, under the terms of the existing Joint-Use Agreement between the City and the Maryland-National Capital Park & Planning (M-NCPPC), M-NCPPC requires a letter from the City requesting an amendment to the Joint Use Agreement, authorizing the City to proceed with the proposed improvements.

Next Steps:

Staff will prepare contracts for consideration by the Council at the May 21, 2018 meeting.

Fiscal Impact:

\$325,000 appropriated in the FY18 CIP

City Administrator Comments:

Recommend Support

Community Engagement:

Staff opened up the final concept plan for public comment via Speak Up and committee meetings for a three-week period, closing comment on the final concept on April 30th. The City received the following two comments:

- Opportunity to include larger bolder/rock in “The Scramble”;
- Plenty of shaded seating adjacent to the play areas;

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Memo

To: City Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Lesley Riddle, Director, Public Works
Jake Rollow, Director, Community Services
Katie Gerbes, Community Planner

Date: May 1, 2018

Re: Hyatt Park Public Placemaking Project Concept Design

The purpose of this item is to update the City Council the final concept for the public placemaking project concepts at Hyatt Park, which will serve as the basis for construction and programming.

Summary

Staff opened up the final concept plan for public comment via Speak Up and committee meetings for a three-week period, closing comment on the final concept on April 30th. The City received the following two comments:

- Opportunity to include larger bolder/rock in “The Scramble”;
- Plenty of shaded seating adjacent to the play areas;

The project team will consider both comments above in the layout of the park.

City Council Action

The motion, as drafted, provides City staff with authorization to proceed and enables staff to prepare cost proposals to perform the services required within the scope of work.

The City Council will need to accept the project design and grant approval of two (2) contracts to perform the work.

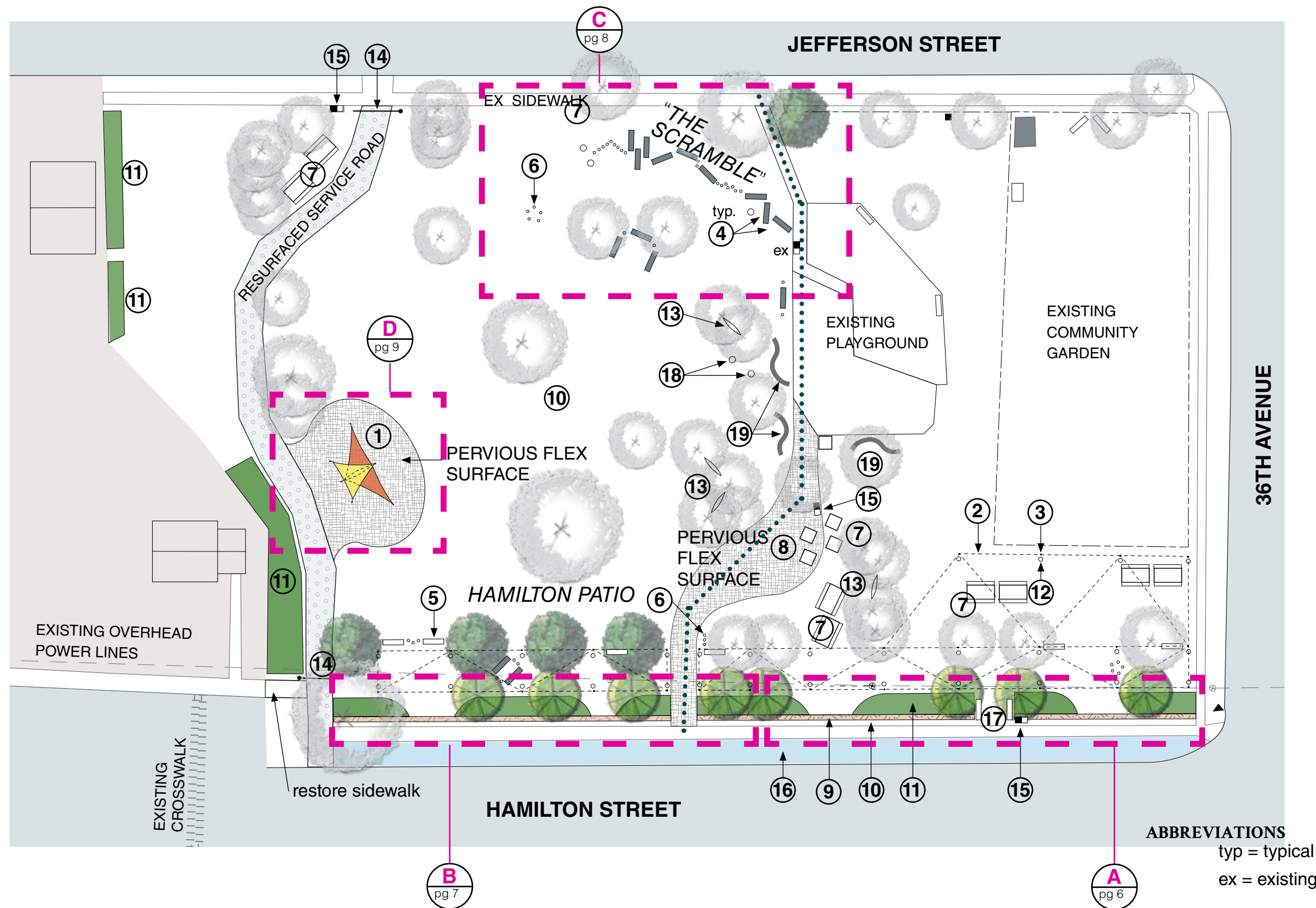
Finally, under the terms of the existing Joint-Use Agreement between the City and the Maryland-National Capital Park & Planning (M-NCPPC), M-NCPPC requires a letter from the

City requesting an amendment to the Joint Use Agreement, authorizing the City to proceed with the proposed improvements.

What we heard from you

» interactive inclusive iconic » innovative
engaging fun » colorful natural artistic





LEGEND

- ① shaded stage
- ② string lights
- ③ 6"x6" post
- ④ log bench
- ⑤ metal bench
- ⑥ individual seats
- ⑦ picnic table
- ⑧ ADA picnic table
- ⑨ mulch strip with decorative pickets
- ⑩ lawn
- ⑪ planting bed
- ⑫ lighted planter
- ⑬ hammock
- ⑭ security gate
- ⑮ trash & recycle bins
- ⑯ proposed stormwater management
- ⑰ proposed bus stop
- ⑱ interactive art/play element
- ⑲ zigzag bench
- Ulmus parvifolia
- Magnolia virginiana
- existing tree
- existing utility pole
- ▲ existing fire hydrant
- ... accessible route

ABBREVIATIONS
typ = typical
ex = existing



Concept Plan



“The scramble” is an informal play area with diverse elements that can double as seating and play structures. The elements should be 6”–18” apart, so kids can jump/clamor between without touching the ground.



- LEGEND**
- ① SHADED STAGE
 - ② STRING LIGHTS
 - ③ 6”X6” POST
 - ④ LOG BENCH
 - ⑤ METAL BENCH
 - ⑥ INDIVIDUAL SEATS
 - ⑦ PICNIC TABLE
 - ⑧ ADA PICNIC TABLE
 - ⑨ MULCH STRIP WITH DECORATIVE PICKETS
 - ⑫ LIGHTED PLANTER
 - ⑬ HAMMOCK
 - ⑱ INTERACTIVE ART/PLAY ELEMENT
 - ⑲ ZIGZAG BENCH



The Hamilton patio invokes an urban streetscape of outdoor cafes, offering a variety of seating options and small gathering spaces amongst colorful lighting and vibrant local art.





LEGEND

- ① SHADED STAGE
- ② STRING LIGHTS
- ③ 6"X6" TIMBER POST
- ④ LOG BENCH
- ⑤ METAL BENCH
- ⑥ INDIVIDUAL SEATS
- ⑦ PICNIC TABLE
- ⑧ ADA PICNIC TABLE
- ⑨ MULCH STRIP WITH DECORATIVE PICKETS
- ⑫ LIGHTED PLANTER
- ⑬ HAMMOCK
- ⑱ INTERACTIVE ART/PLAY ELEMENT
- ⑲ ZIGZAG BENCH

What also happens in “the scramble” is musical creativity and play! Include a variety of instruments like the samba drums, marimba, tembos, and emperor chimes shown here.

**the
Neighborhood
DesignCenter**

City of Hyattsville



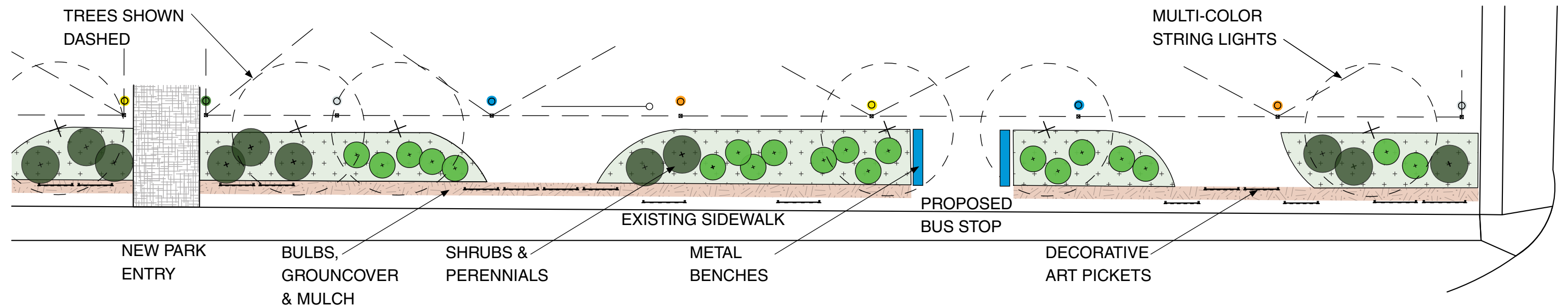
For conceptual purposes only. Not for regulatory approval, permitting, or construction. NDC and its volunteers assume no responsibility or liability for its technical accuracy nor for any unauthorized use.

Illustrative Images

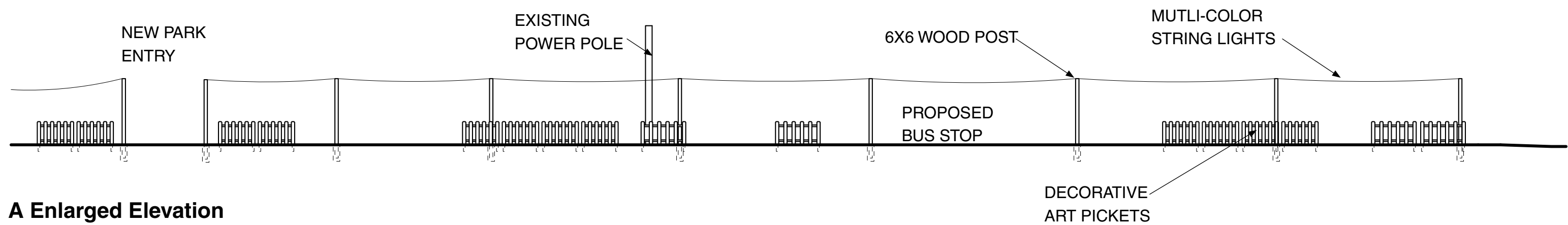
NDC Staff:
AO, LK

Hyatt Park Placemaking City of Hyattsville

3500 Hamilton St, Hyattsville, MD 20782
Project #: 3309 | 201 | page 5 of 9

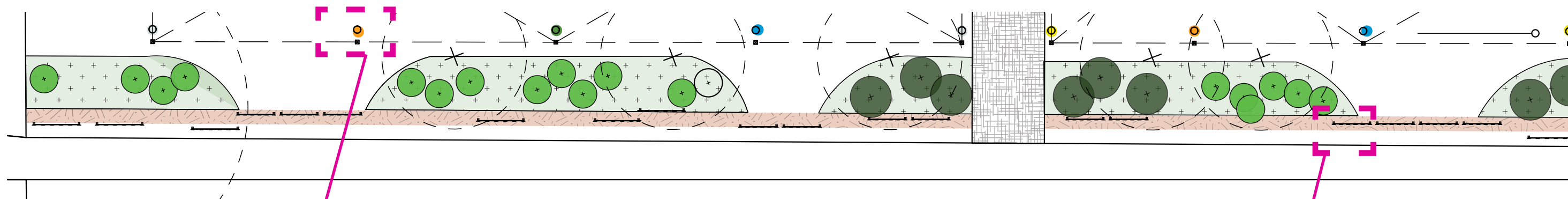


A Enlarged Plan

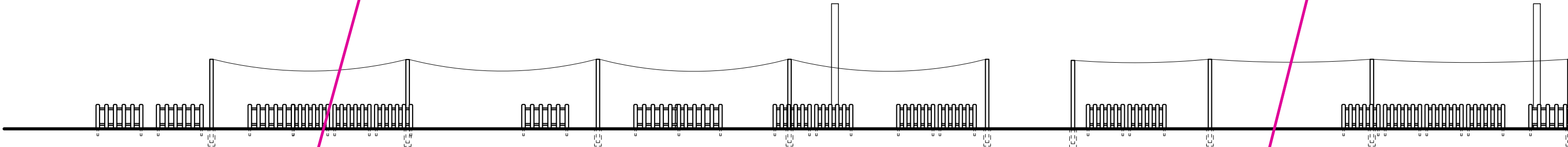


A Enlarged Elevation

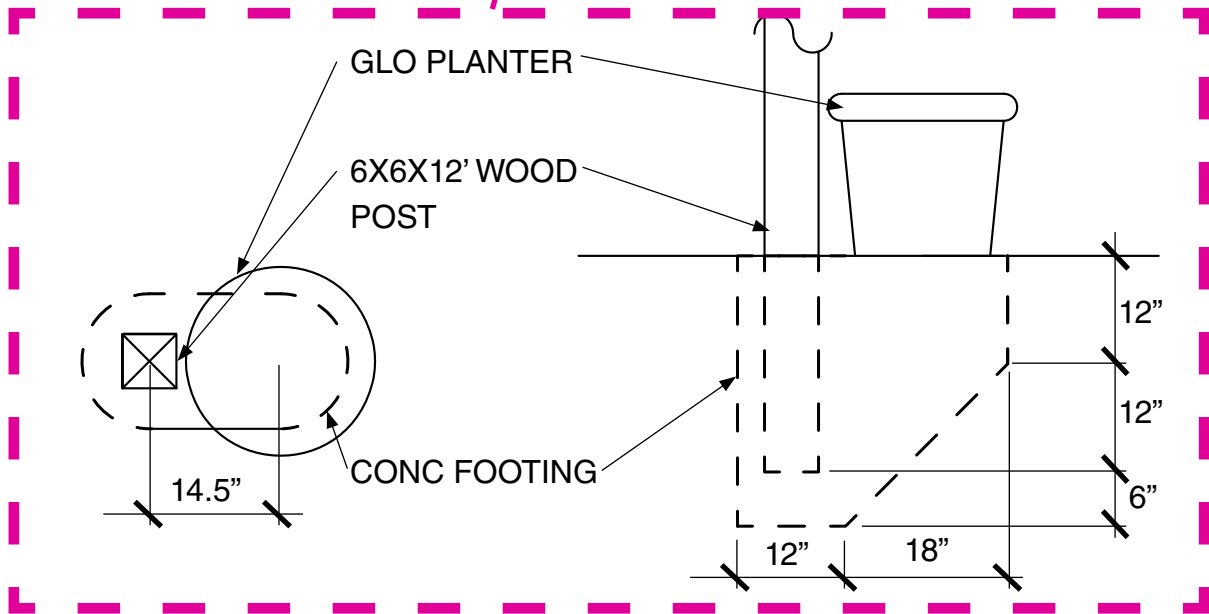




B Enlarged Plan

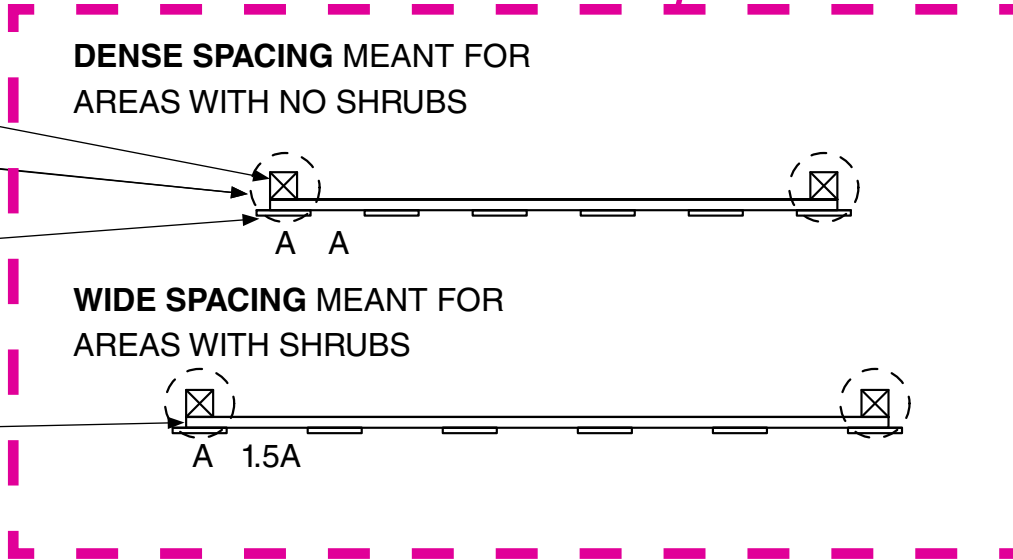


B Enlarged Elevation



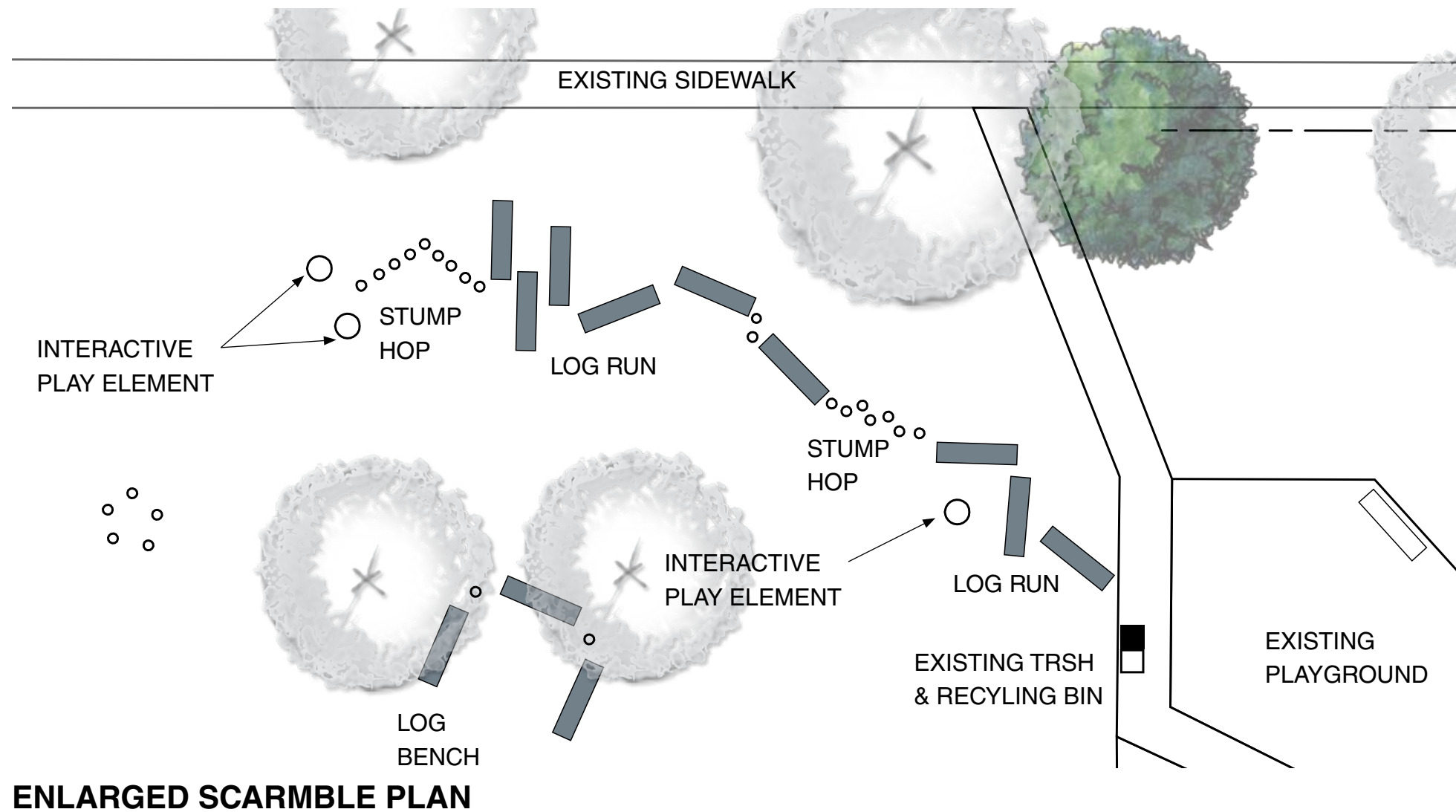
Planter Detail

- 4X4 WOOD POST
- CONC FOOTING (8" DIA)
- DECORATIVE ART PICKETS (5.5"L X 5/8W X 42" H)
- 2X WOOD RAILS, 6" FROM T&B, TYP



Art Fence Plan





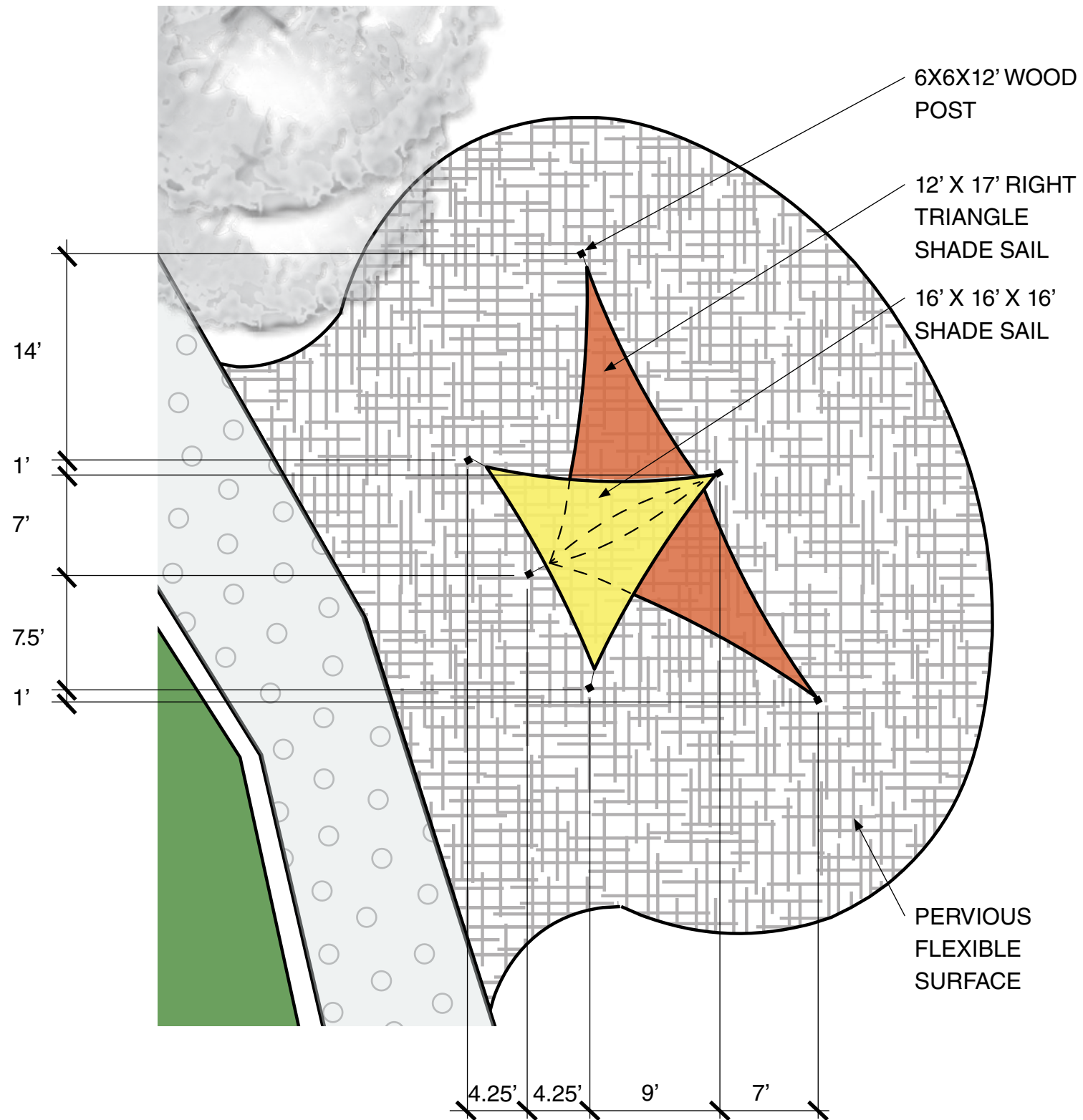
INTERACTIVE PLAY ELEMENT



LOG SCRAMBLE & STUMP HOP



LOG BENCH



STAGE INSPIRATION

D ENLARGED STAGE PLAN

**the
Neighborhood
DesignCenter**

City of Hyattsville



For conceptual purposes only. Not for regulatory approval, permitting, or construction. NDC and its volunteers assume no responsibility or liability for its technical accuracy nor for any unauthorized use.

Enlarged Plans

NDC Staff:
AO, LK

**Hyatt Park Placemaking
City of Hyattsville**

3500 Hamilton St, Hyattsville, MD 20782
Project #: 3309 | 201 | page 9 of 9



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Katie Gerbes

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Discussion Items (9:35 p.m. – 10:35 p.m.)

SUBJECT

CSP-18002: Magruder Pointe (60 minutes)

HCC-320-FY18

Recommendation:

Discussion Only

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[CSP_Discussion_Memo_FINAL.docx](#)

[CSP-18002.pdf](#)

[SOJ CSP-18002.pdf](#)

[Zoning Map.PNG](#)

[Character Area Map.PNG](#)

[TRN Summary.PNG](#)

[TRN Goals and Recommendations.pdf](#)

[Sec._27_548.19.____Introduction.doc](#)

[Table of Uses - Residential TRN.pdf](#)

[Planning Committee Minutes - Adopted - 02.27.2018.pdf](#)

[Planning Committee Minutes - 03.20.2018 Pending.pdf](#)

Summary Background:

The applicant is proposing a combination of single-family detached homes and townhouses at 4017 Hamilton Street – the site of the former WSSC headquarters. The property is located within the “Traditional Residential Neighborhood” character area of the Gateway Arts District Sector Plan.

The applicant has filed a Conceptual Site Plan (CSP), as permitted Section 27-548.26 of the County Zoning Ordinance, in order to amend the Table of Uses for the Gateway Arts District Development District Overlay Zone (DDOZ) Sector Plan to allow the construction of townhouses within the Traditional Residential Neighborhood character area.

Staff recommends support of Conceptual Site Plan application CSP-18002, with the condition that a corresponding Preliminary Plan of Subdivision (PPSD) application shall be consistent with the limited density goals of the Traditional Residential Neighborhood (TRN) Character Area and shall not exceed a maximum of ten (10) dwelling units per acre.

Additional details are provided in the attached memorandum and supporting materials.

Next Steps:

The Conceptual Site Plan application is scheduled to come before the City Council on the 'Action' agenda on May 21, 2018.

Fiscal Impact:

N/A

City Administrator Comments:

For Discussion

Community Engagement:

There have been a series of public engagement opportunities to give feedback on this proposal over the past several months. The proposal was first presented to the community and City Council at the February 5, 2018 Council meeting. The proposal was also discussed at the February 27th and March 20th Planning Committee meetings. In addition to in person meetings, a page has been established on the Speak Up HVL website, allowing for residents to give comment on the proposal.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator and Director, Community & Economic Development
Katie Gerbes, Community Planner

Date: April 5, 2018

Re: CSP-18002: Magruder Pointe

Attachments: CSP-18002.pdf
Statement of Justification CSP-18002
Zoning Map
Traditional Residential Neighborhood Summary
Traditional Residential Neighborhood Goals & Recommendations
Section 27-548.26
Table of Uses
Zoning Ordinance Section 27
Planning Committee Minutes – February 27, 2018
Planning Committee Minutes – March 20, 2018

The purpose of this memorandum is to provide the Mayor and City Council with a detailed analysis and staff recommendation regarding Conceptual Site Plan application CSP-18002, for the Magruder Pointe Development.

Project Summary

- The applicant is proposing a combination of single-family detached homes and townhouses at 4017 Hamilton Street – the site of the former WSSC headquarters;
- The property is located within the “Traditional Residential Neighborhood” character area of the Gateway Arts District Sector Plan;

- The Table of Uses for the Traditional Residential Neighborhood character area permits the development of single-family detached and semi-detached homes, 'if allowed in the underlying zone'
- The lower lot of the subject property underlying zoning is Open Space (O-S), therefore townhouse and other semi-detached dwelling units are not permitted by right;
- The applicant has filed a Conceptual Site Plan (CSP), as permitted Section 27-548.26 of the County Zoning Ordinance, in order to amend the Table of Uses for the Gateway Arts District Development District Overlay Zone (DDOZ) Sector Plan to allow the construction of townhouses within the Traditional Residential Neighborhood character area;
- Staff recommends support of Conceptual Site Plan application CSP-18002, with the condition that a corresponding Preliminary Plan of Subdivision (PPSD) application shall be consistent with the limited density goals of the Traditional Residential Neighborhood (TRN) Character Area and shall not exceed a maximum of ten (10) dwelling units per acre.

Project Details

Magruder Pointe is a redevelopment application to construct single-family homes and townhouses at 4017 Hamilton Street, the location of the former Washington Suburban Sanitary Commission (WSSC) Headquarters. The subject property is composed of two parcels, which together total 8.26 acres. The "upper" lot currently houses the vacant WSSC building, and the "lower" lot is utilized as a parking lot. The parcels are not contiguous, as they are separated by 40th Place.

The upper lot is zoned R-55 and totals 4.66 acres. The lower lot is zoned O-S (open space) and totals 3.6 acres. Both parcels fall within the Gateway Arts District Overlay Zone and are located within the "Traditional Residential Neighborhood" (TRN) character area.

The Gateway Arts District Sector Plan comes with a "Table of Uses," which specifies uses are permitted in each of the different character areas of the plan geography. Within the Table of Uses, single-family homes, known in the plan document as "dwelling, one-family, detached," are permitted by-right within the Traditional Residential Neighborhood character area. Townhouses, and other semi-detached dwellings, are permitted 'by-right' if allowed in the underlying zone. Because townhouses are not permitted in the O-S underlying zones of the subject property, the applicant is seeking an amendment to the table of uses to allow the development of townhouses.

The applicant is utilizing Section 27-548.26 of the Zoning Ordinance, which allows for the filing of a Conceptual Site Plan to amend the Table of Uses listed within the Gateway Arts District Sector Plan in order to permit townhouse development within the TRN in the O-S and R-55 zones. If an amendment is granted, the amendment would be site specific, applying only to the subject property and would not impact the Table of Uses for other properties within the City or the larger Gateway Arts District.

The applicant must provide evidence demonstrating that the proposed uses, in this case, townhouses, are consistent with the nature and intent of the Traditional Residential Neighborhood character area. The definition of the TRN from the Gateway Arts District Sector Plan reads:

"Traditional Residential Neighborhood Character Areas goal to present the single-family residential neighborhood character as an anchor of the Arts District, while supporting artists who produce and teach from their homes...the Arts District single-family communities are generally

For the purposed of the CSP, the applicant has submitted a “bubble diagram” showing the locations proposed for the townhouses versus locations for the single-family homes. At this time, the applicant has not settled on a final unit count, nor is the unit count relevant to the CSP application. Exact unit count and siting locations will be determined with the Preliminary Plan of Subdivision (PPSD), which staff expects the applicant to submit to M-NCPPC in Summer 2018.



Variance Requests

195

Planning Committee Review

On February 27, 2018, applicant met with the Hyattsville Planning Committee to present their proposal for the WSSC site. The presentation included all facets of their development – conceptual site plan, preliminary plan of subdivision and detailed site plan details. At this meeting, members of the public in attendance were also invited to give their brief comments on the plan. Due to the heavy attendance in the room and the length of the meeting, Planning Committee pushed making recommendations until the March 20, 2018 meeting.

At the March Planning Committee meeting, members discussed the merits and shortfalls of the conceptual site plan and preliminary plan of subdivision facets of the proposal. The committee had one adopted recommendation pertaining to the conceptual site plan, which reads:

- The Committee is split on whether or not this plan is consistent with the goals and values of the Traditional Residential Neighborhood character area. The Committee is in agreement that the upper lot is consistent, but the Committee is split on whether or not the lower parcel is consistent. For lower lot, there is a concern that the density and configuration do not fully meet the intent of the TRN. The Committee would like to see other options and arrangements to the bottom parcel. The other half of the committee like the density on the lower lot and it is important that the green space and are of the opinion that proposed density it consistent with the density surrounding the park in other areas where there are apartment buildings.

Regarding the Planning Committee comments, it is noted by staff that the CSP application is not speaking to density, just allowing the use. The determination of density and related conditions are subject to the preliminary plan of subdivision application.

Minutes from the February 27th and March 20th Planning Committee meetings are attached.

Staff Review and Recommendations

The Gateway Arts District Sector plan describes the TRN as walkable communities made up of single-family homes on small lots with front yards and single apron driveways. While the townhomes in question are not single-family *detached* homes, they are fee-simple, single-family homes. The subject application is not a multi-family building or other rental dwelling – units are intended to be owner occupied by a single family. Staff's opinion is that this differentiation makes the purposed amendment request consistent with the intent of the TRN.

When considering this application, it is also important to consider the surrounding zoning and built environment. In addition to the plethora of single-family, detached homes in the area surrounding the subject site, also within the Traditional Residential Neighborhood and adjacent to the subject site lies the Top of the Park Apartment complex. This property is zoned R-10, multi-family, high density residential. Also in the immediate vicinity of the subject site lies the Prince George's Apartment Complex, which is considered by the zoning ordinance to be multi-family, medium density residential (R-18). The proposed use of townhouses would fall in line with R-T, which is categorically less dense than multifamily zoning, per the Zoning Ordinance. Staff believe that the development of townhouses on the lower lot provides an appropriate transition from the high-density, multi-family land uses found on the periphery of Magruder Park.

As stated in the analysis of the application above, the subject property lies wholly within the Traditional Residential Neighborhood (TRN) character area of the Gateway Arts District Sector Plan. While the development of townhouses is not permitted by right, it is staff's opinion that the intent of the development is consistent with the goals and recommendations of the TRN character area.

Finally, per the Zoning Ordinance Section 27-548.20, the purpose of Development District Overlay Zones, such as the Gateway Arts District Sector Plan, is to, "provide flexibility within a regulatory framework to encourage innovative design solutions," and, "to promote an appropriate mix of land uses [and] to encourage compact development." More specifically, Section 27-548.22 states, "development district standards may allow uses prohibited in the underlying zone where the uses are compatible with the goals of the Development District and the purposes of the D-D-O zone." It is staff's opinion that this section of the zoning ordinance appropriately warrants an amendment to the table of uses.

As a result of the findings detailed above, staff recommend that the City Council support Conceptual Site Plan application CSP-18002 with the following condition:

- Allowable cumulative density on the site shall not exceed a maximum of ten (10) dwelling units per acre.
- The applicant shall demonstrate efforts to propose a cumulative density not greater than nine (9) dwelling units per acre.

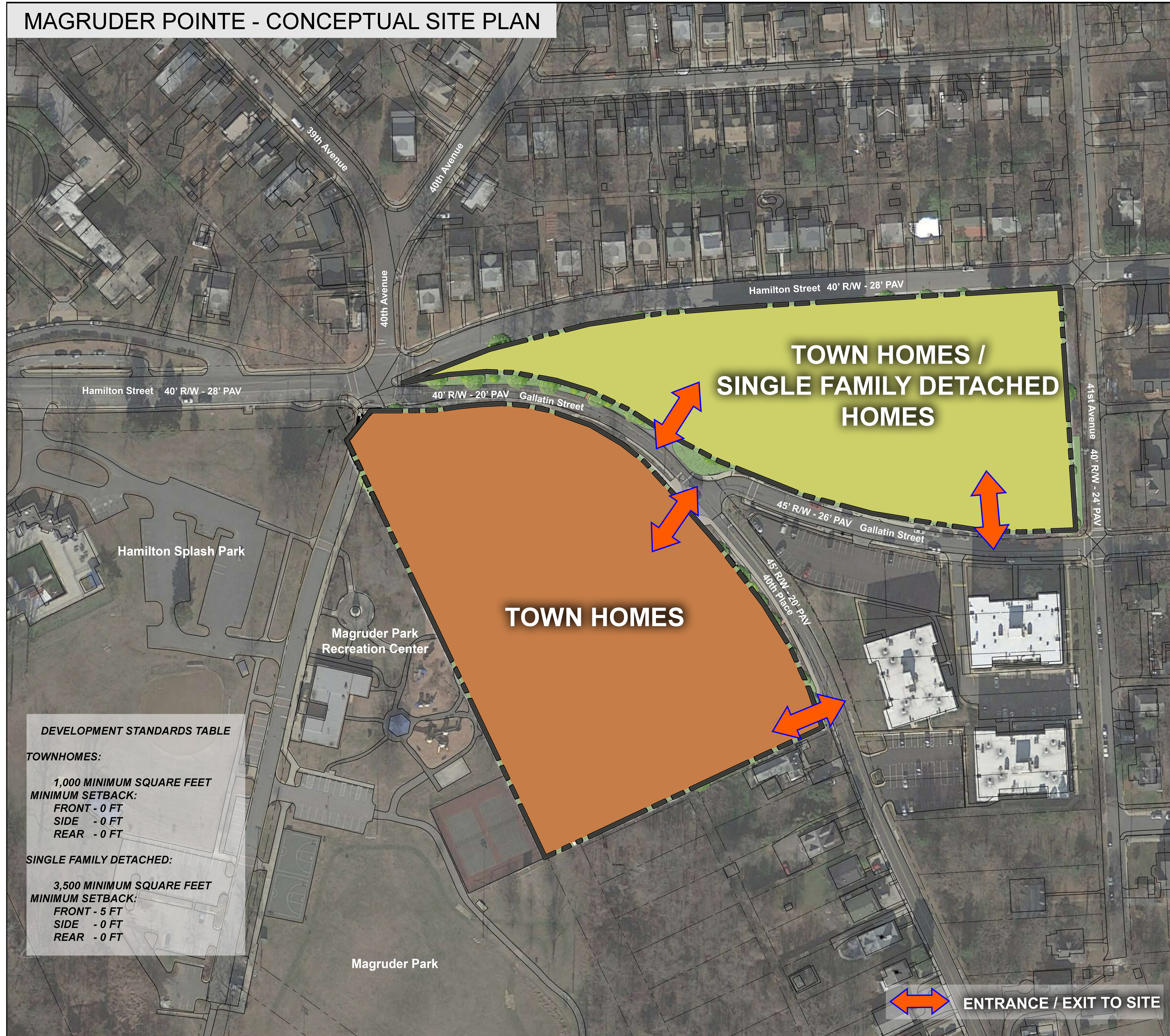
The density figure provided in the condition above is consistent with the limit of density of the density goals for the Traditional Residential Neighborhood character area within the Gateway Arts District Sector Plan. As noted previously, this CSP application will not determine unit counts, but staff is of the opinion that it is appropriate for a density limit to be incorporated into the amendment to ensure the Preliminary Plan of Subdivision application is consistent with the Gateway Arts District Sector Plan goals and objectives for this character area.

Next Steps

CSP application CSP-18002 is scheduled on the "Discussion" agenda at the May 7, 2018 City Council meeting. Staff anticipates that this item will come back before the Council for 'Action' on May 21, 2018. The Planning Board hearing for the application has not been scheduled but is anticipated to take place in late May/early June.



MAGRUDER POINTE - CONCEPTUAL SITE PLAN



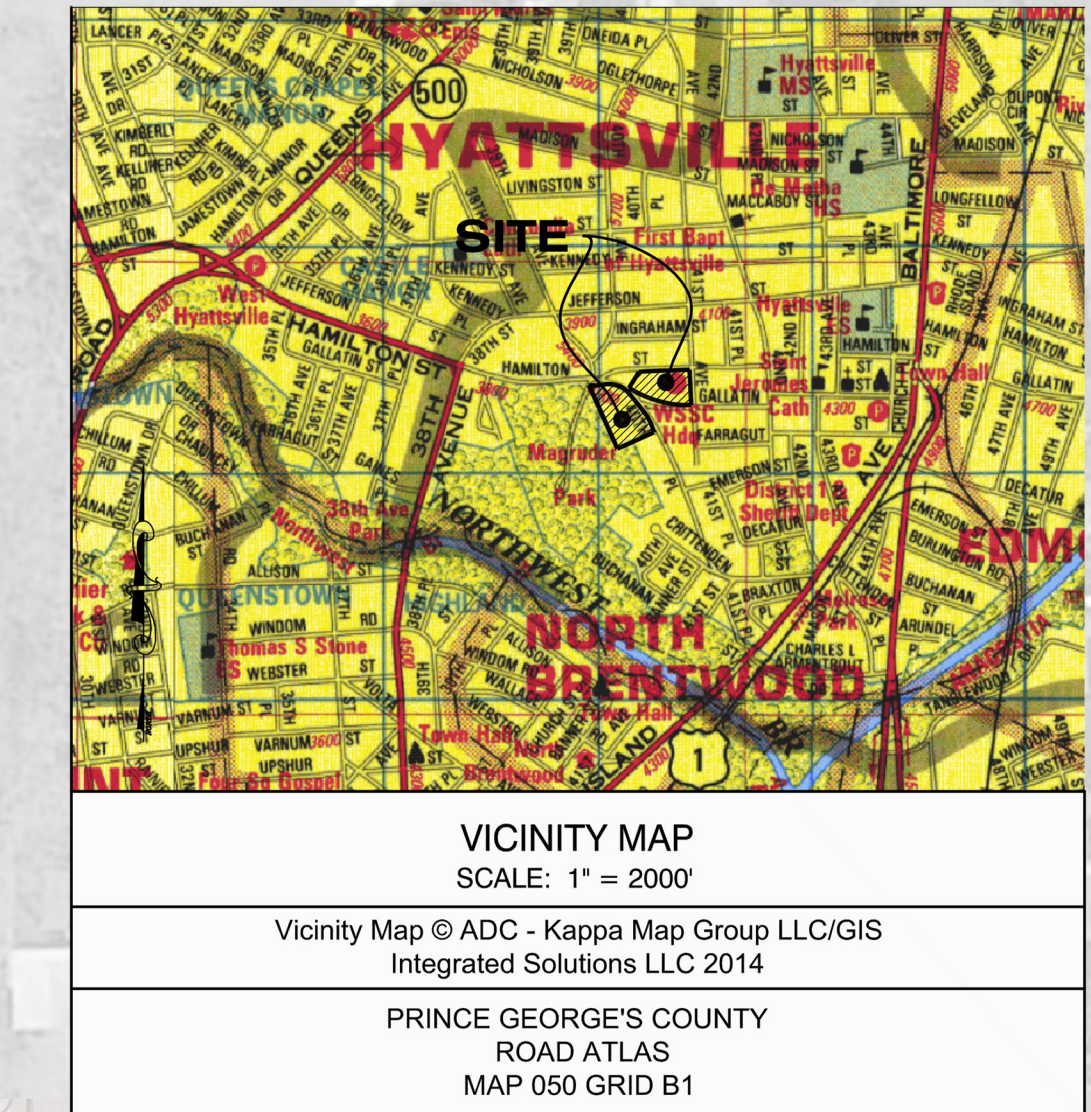
DEVELOPMENT STANDARDS TABLE

TOWNHOMES:

1,000 MINIMUM SQUARE FEET
MINIMUM SETBACK:
FRONT - 0 FT
SIDE - 0 FT
REAR - 0 FT

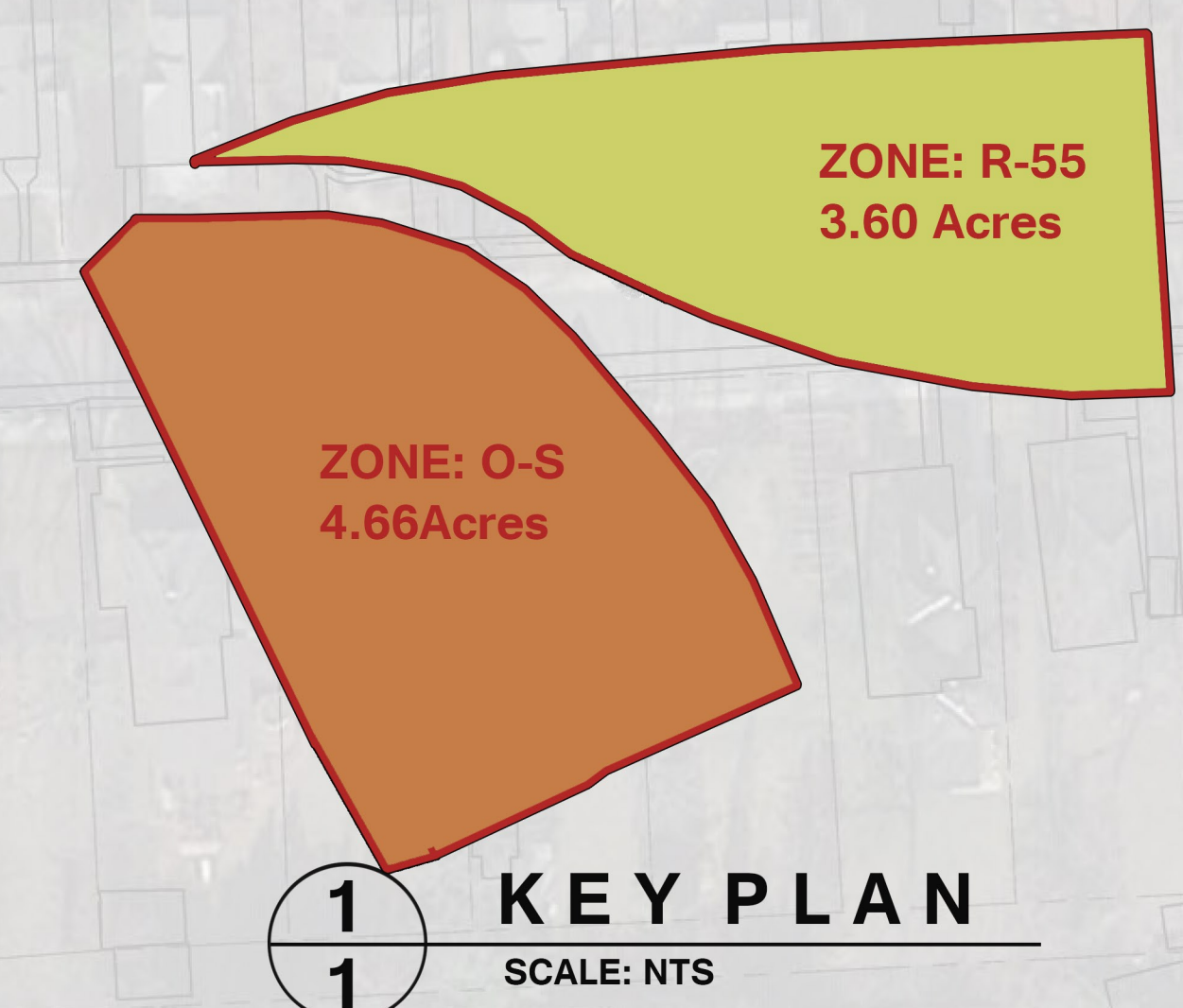
SINGLE FAMILY DETACHED:

3,500 MINIMUM SQUARE FEET
MINIMUM SETBACK:
FRONT - 5 FT
SIDE - 0 FT
REAR - 0 FT



General Notes:

- 1.) Project Name: Magruder Pointe
- 2.) Owner:
Werrlein WSSC LLC
522 Defense Highway
Annapolis, MD 21401
- 3.) Total Acreage: 8.26AC
- 4.) Existing Zoning:
O-S (Open Space): 4.66 AC
R-55 (One-Family Detached Residential): 3.60 AC
- 5.) Existing Use of Property:
Parking Lot: 4.66 AC
WSSC Property (Vacant): 3.60 AC
- 6.) Proposed Use of Property: Residential
- 7.) 200 foot Reference (WSSC Map): 206NE03
- 8.) Tax Map Number and Grid: 050B1
- 9.) Number of Units:
66 Attached DU
16 Detached Single Family
82 Total Dwelling Units (Max.)
- 10.) Water Category (Existing/Proposed): W-3
Sewer Category (Existing/Proposed): S-3



Dewberry
4601 FORBES BOULEVARD, SUITE 300
LANHAM, MD 20706
P 301.731.5551

Norman D. Rivera, Esquire
Law Offices of Norman D. Rivera, LLC
17251 Melford Boulevard Suite 200
Bowie, MD 20715
301-352-4973 Direct
301-580-3287 Mobile
normanrivera2012@gmail.com

STATEMENT OF JUSTIFICATION

March 29, 2018

Magruder Pointe – 4017 Hamilton Street Hyattsville, MD 20781
Conceptual Site Plan Submittal to Amend the Table of Uses in the Transitional
Character Area of the Gateway Arts District Plan
CSP-18002

REQUEST:

This Statement of Justification is submitted in support of a proposed Conceptual Site Plan to Amend the Table of Uses in the Transitional Neighborhood Character Area (TRN) of the Gateway Arts District Sector Plan. The applicant, Werrlein Properties WSSC, LLC, is the contract purchaser of the site, which houses the former WSSC headquarters building on Hamilton Street and the parking lot to the south across Gallatin Street. The building is located in the R-55 Zone/DDOZ and the parking lot is located in the O-S Zone/DDOZ. Both portions are entirely within the TRN area.

The applicant respectfully requests a single amendment to the table of uses applicable to the property as permitted by Section 27-548.26 of the Ordinance. The amendment request is to page 196 of the Table of Uses for the TRN area category to allow townhouses in the TRN area for this site only in the O-S and R-55 Zones. Our development program is to gain approval for this “Uses Only” CSP which allows financing of the site for the uses proposed. Then and only then, is the applicant permitted to file and process the preliminary plan and DSP. In our opinion the uses CSP is akin to a zoning case and as such is to be submitted prior to a preliminary plan and detailed site plan for the entire site and follows the order of approvals established in Section 27-270 of the Ordinance. The enclosed conceptual site plan (CSP) is for a combination of single family detached dwellings (SFDU) and townhomes) in the area on Hamilton Street (“Upper Area”) as shown on the enclosed survey. The “Lower Area” adjacent to Magruder Park is proposed to be all townhomes.

BACKGROUND:

The Applicant is the contract purchaser of the site. The Gateway Arts District Sector Plan defines an area as the TRN, which seeks to maintain a tradition neighborhood concept; however,

an obsolete building with no occupants for over twenty-six (26) years is an anomaly and an incongruous use in an established neighborhood with no other commercial or institutional uses. The Magruder Pointe project will be a complete redevelopment of the building and parking lot. The finished product will be a cornerstone project for the City of Hyattsville and allow this property to be a benefit to the City rather than an eyesore with no employment, hence little tax revenue and a parking lot, which is 100% impervious area.

As to outreach, the applicant has been diligently working with the City of Hyattsville and the community for months and have considered their input carefully and incorporated many ideas into the draft plans. The City has held/scheduled open meetings including:

- a presentation to the City Council on February 5;
- a Planning Committee meeting held February 27;
- an April 16 Council worksession to discuss the project;
- a May 7 vote; and
- a May 8th – A letter of recommendation to the MNCPPC.

LEGAL CRITERIA FOR A USE TABLE REVISION:

The Zoning Ordinance, a process utilizing a CSP or a DSP to amend the use table for a specific property for land in a DDOZ. If approved, the use table amendment only applies to the site, which is the subject of the instant CSP. In this matter, we are utilizing a CSP as the vehicle to amend the use table to allow SFA's in the TRN. The CSP also notes limited design standards on the plan to guide the subsequent plans. While townhomes appear to meet Footnote 111 of the Sector Plan as a permitted use in the R-55 Zone, we prefer to leave this request in the submittal so that a positive finding can be made for financing.

The enclosed CSP is limited to items relevant to the use only request. By way of background a CSP is defined by the Ordinance as follows:

Sec. 27-267. - Introduction. (emphasis added)

(a) The term "site plan" is often used to refer to any type of two dimensional, scaled drawing which illustrates existing and proposed features of a piece of property. There are a number of references in this Subtitle to a site plan being required to be reviewed and approved by the Planning Board or its designee. There are other situations in the development process where approval of a site plan is required as a condition of approval of Zoning Map Amendment applications, Preliminary Plats of Subdivision, or Special Exceptions. It is the intent of this Division to simplify the site plan review requirements by standardizing the review procedures, criteria, approval procedures, and terminology.

(b) This Division provides for Conceptual Site Plans and Detailed Site Plans. This Division also provides for limiting or expanding the review requirements to accommodate the peculiarities of each type of development for which site plan review is required.

In this case, the review requirements are governed by the following and I have highlighted what I believe is relevant to the instant use as to the single use requested and no physical development which will be addressed by the forthcoming preliminary plan and DSP as allowed by Section 27-267(b) above:

SUBDIVISION 2. - REQUIREMENTS FOR CONCEPTUAL SITE PLANS.

Sec. 27-272. - Purpose of Conceptual Site Plans.

(a) Examples.

(1) There is often a need for approval of a very general concept for developing a parcel of land before subdivision plans or final engineering designs are begun.

Such cases include:

- (A) Planned employment parks;
- (B) Planned mixed-use developments;
- (C) Recreational Community Developments;
- (D) Large single-use developments;
- (E) Development which is potentially incompatible with land uses on surrounding properties; and
- (F) Developments involving environmentally sensitive land, or land that contains important natural features that are particularly worthy of attention.

(b) General purposes.

(1) The general purposes of Conceptual Site Plans are:

- (A) To provide for development in accordance with the principles for the orderly, planned, efficient, and economical development contained in the General Plan, Master Plan or other approved plan;
- (B) To help fulfill the purposes of the zone in which the land is located;
- (C) To provide for development in accordance with the site design guidelines established in this Division; and
- (D) To provide approval procedures that are easy to understand and consistent for all types of Conceptual Site Plans.

(c) Specific purposes.

(1) The specific purposes of Conceptual Site Plans are:

- (A) **To explain the relationships among proposed uses on the subject site, and between the uses on the site and adjacent uses;**
- (B) To illustrate approximate locations where buildings, parking lots, streets, green areas, and other similar physical features may be placed in the final design for the site;
- (C) To illustrate general grading, woodland conservation areas, preservation of sensitive environmental features, planting, sediment control, and storm water management concepts to be employed in any final design for the site; and
- (D) To describe, generally, the recreational facilities, architectural form of buildings, and street furniture (such as lamps, signs, and benches) to be used on the final plan.

(CB-75-1989; CB-84-1990; CB-47-1996; CB-28-2010)

Sec. 27-273. - Submittal requirements.

- (a) The Conceptual Site Plan shall be submitted to the Planning Board by the owner of the property (or his authorized representative).
- (b) The Conceptual Site Plan shall be prepared by an engineer, architect, landscape architect, or urban planner.
- (c) Upon filing the Plan, the applicant shall pay to the Planning Board a fee to help defray the costs related to processing the Plan. The scale of fees shall be determined by the Planning Board. A reduction in the fee may be permitted by the Planning Board if it finds that payment of the full amount will cause an undue hardship upon the applicant.
- (d) If more than one (1) drawing is used, all drawings shall be at the same scale (where feasible).
- (e) A Conceptual Site Plan shall include the following:
 - (1) **Location map, north arrow, and scale;**
 - (2) **Boundaries of the property, using bearings and distances (in feet) around the periphery;**
 - (3) **Zoning categories of the subject property and all adjacent properties;**
 - (4) **General locations and types of major improvements that are within fifty (50) feet of the subject property, and a general description of all land uses on adjacent properties;**
 - (5) Existing topography, at not more than two (2) foot contour intervals;
 - (6) An approved Natural Resource Inventory (NRI);
 - (7) Street names, right-of-way and pavement widths of existing streets and interchanges within and adjacent to the site; and
 - (8) Existing rights-of-way and easements (such as railroad, utility, water, sewer, access, and storm drainage);
 - (9) Existing site and environmental features as shown on the approved NRI;
 - (10) A Type 1 Tree Conservation Plan prepared in conformance with Division 2 of Subtitle 25 and the Woodland and Wildlife Habitat Conservation Technical Manual or a Standard Letter of Exemption;
 - (11) Proposed system of internal streets, including right-of-way widths;
 - (12) Proposed lot lines and the land use proposed for each lot;
 - (13) General locations of areas of the site where buildings and parking lots are proposed to be located, and the general orientation of buildings on individual lots; and
 - (14) A stormwater concept plan approved or submitted for review pursuant to Section 4-322 of this Code;
 - (15) A statement of justification describing how the proposed design preserves and restores the regulated environmental features to the fullest extent possible.
- (f) **The submittal requirements in (e), above, may be modified in accordance with [Section 27-277](#).**

(g) A Plan shall be considered submitted on the date the Planning Director determines that the applicant has filed a complete Plan in accordance with the requirements of this Section.

(h) This Section shall not apply to:

(1) All stadium wayfinding signs located within parking areas at a stadium.

(CB-54-1986; CB-75-1989; CB-84-1990; CB-47-1996; CB-28-2010; CB-34-2011; CB-54-2012; CB-83-2015)

Sec. 27-274. - Design guidelines.

COMMENT: These will be addressed with the subsequent DSP and PPS.

Section 27-548.22 of the Zoning Ordinance includes the following criteria for the approval of uses through a DDOZ that are not permitted in the underlying zone:

Sec. 27-548.22. Uses.

(a) The uses allowed on property in a Development District Overlay Zone shall be the same as those allowed in the underlying zone in which the property is classified, except as modified by Development District Standards approved by the District Council.

(b) Development District Standards may limit land uses or general use types allowed in the underlying zone where the uses are incompatible with, or detrimental to, the goals of the Development District and purposes of the D-D-O Zone.

Development District Standards may not allow uses prohibited in the underlying zone, with the exception of Development District Standards of the Prince George's County Gateway Arts District D-D-O Zone, where the uses are compatible with the goals of the Prince George's County Gateway Arts District and purposes of the D-D-O Zone.

(c) A table of uses shall be incorporated within each Development District Overlay Zone clearly showing all uses in the underlying zone that will be permitted, prohibited, or otherwise restricted pursuant to Section 27-548.25 of this Division.

(CB-8-2000; CB-71-2004; CB-5-2007; CB-24-2013)

COMMENT: It is our contention that the townhomes are an appropriate use in the TRN area of the Gateway Arts District. The goals and recommendations are addressed in detail below.

Section 27-548.26 of the Code defines the procedure of using a CSP to modify the use table by an owner (Sec. 27-548.26. (b)):

Sec. 27-548.26. Amendment of Approved Development District Overlay Zone.

- (a) District Council.
 - (1) The following amendments to development requirements within the Development District may be initiated and approved by the District Council through the minor plan amendment procedure and concurrent Sectional Map Amendment process, in accordance with Part 13, Division 2, and Part 3, Division 4:
 - (A) Changes to the boundary of the D-D-O Zone; and
 - (B) Changes to the underlying zones or the list of allowed uses, as modified by the Development District Standards.
 - (2) At the written request of a municipality in which development district property is located, the District Council may modify the Development District Standards under the following procedures. The District Council shall direct the Planning Board to prepare the amendment and shall specify which Development District Standards should be reviewed.
 - (A) For hearing procedures in general, the Planning Board and District Council shall follow the requirements in Part 3, Division 9, for Conceptual Site Plans as found in Sections 27-276(a)(1), (3), (4), (5), (6) (7); and 27-276(d). Review by the District Council shall follow the procedures in Section 27-280. Notice of the Planning Board's hearing shall be sent by first-class mail to all municipalities with development district property, all parties of record in the Sectional Map Amendment, and all property owners within the area specified in the District Council's direction;
 - (B) Planning Board staff must prepare a report and recommendation. The Planning Board shall hold a public hearing, file its decision with the Clerk of the Council, and send copies to persons of record of this amendment process within fifty (50) days of the receipt of the District Council's direction to the Planning Board;
 - (C) In order to approve an amendment of the Development District Standards the Planning Board shall make the following findings:
 - (i) The amendment is in compliance with the goals of the Development District; and
 - (ii) The amendment is in conformance with the purposes of the D-D-O Zone.
- (b) Property Owner.
 - (1) A property owner may request that the District Council amend development requirements for the owner's property, as follows:
 - (A) An owner of property in, adjoining, or separated only by a right-of-way from the Development District may request changes to the boundary of the approved D-D-O Zone.
 - (B) An owner of property in the Development District may request changes to the underlying zones or the list of allowed uses, as modified by the Development District Standards.
 - (2) The owner's application shall include:

- (A) A statement showing that the proposed development conforms with the purposes and recommendations for the Development District, as stated in the Master Plan, Master Plan Amendment, or Sector Plan; and
 - (B) A site plan, either the Detailed Site Plan required by Section 27-548.25 or a Conceptual Site Plan.
- (3) Filing and review of the application shall follow the site plan review procedures in Part 3, Division 9, except as modified in this Section. The Technical Staff shall review and submit a report on the application, and the Planning Board shall hold a public hearing and submit a recommendation to the District Council. Before final action the Council may remand the application to the Planning Board for review of specific issues.
 - (4) An application may be amended at any time. A request to amend an application shall be filed and reviewed in accordance with Section 27-145.
 - (5) The District Council may approve, approve with conditions, or disapprove any amendment requested by a property owner under this Section. In approving an application and site plan, **the District Council shall find that the proposed development conforms with the purposes and recommendations for the Development District**, as stated in the Master Plan, Master Plan Amendment, or **Sector Plan**, and meets applicable site plan requirements.
 - (6) If a Conceptual Site Plan is approved with an application, the owner may not obtain permits without an approved Detailed Site Plan.

(CB-8-2000; CB-5-2007)

The Gateway Arts District Sector Plan and SMA sets forth the following goal and recommendations for the TRN area (page 26-7):

The Development District. The goal and/or recommendation is provided in italic typeface with comments that follow.

Goal: Traditional Residential Neighborhood Character Areas Goal to preserve the single-family residential neighborhood character as [an] anchor of the Arts District, while supporting artists who produce and teach from their homes.

Comment: All of the units proposed are single-family dwellings. There is a maximum of sixteen (16) single family detached dwellings and sixty-seven (66) single family attached dwellings to be submitted in a subsequent preliminary plan and detailed site plan. This proposal replaces a vacant office building which is not in keeping with this goal.

Recommendations;

1. *Rezone to implement the proposed development district standards and guidelines.*

Comment: Our request will implement the TRN goal for residential development rather than the office building and parking lot which is not compatible.

2. *Reinforce existing single-family detached residential neighborhoods as community-oriented, quiet, low-traffic, and child-safe.*

Comment: As the County will see in the subsequent preliminary plan and DSP, those issues will be completely addressed. However, there will be some townhomes but the overall concept is community oriented, largely self-contained as to parking and access, and safe through design and all residential. We have done a traffic study which will be filed with the preliminary plan that more than meets the APF guidelines. There are paths and trails through the site and to the adjacent Magruder Park.

3. *Maintain the integrity of residential streetscape. Front yards should not be paved, nor should wide driveway aprons be constructed.*

Comment: No front yards shall be paved nor driveway aprons constructed onto a public street. In fact, all units except perhaps one will have access through internal public alleys.

4. *Support arts and handcraft home occupations.*

Comment: We concur and believe the traditionally designed homes will inherently support art and home occupations due to their size and adjacency to the nearby Arts District(s).

Based on the above, the Applicant requests approval of this CSP to amend the Table of Uses for this site only to allow townhomes in the O-S and R-55 Zones in the TRN/DDOZ. We look forward to working with you and your staff on the enclosed application. Thank you in advance for your attention to this matter. If I can be of further assistance, please do not hesitate to contact me.

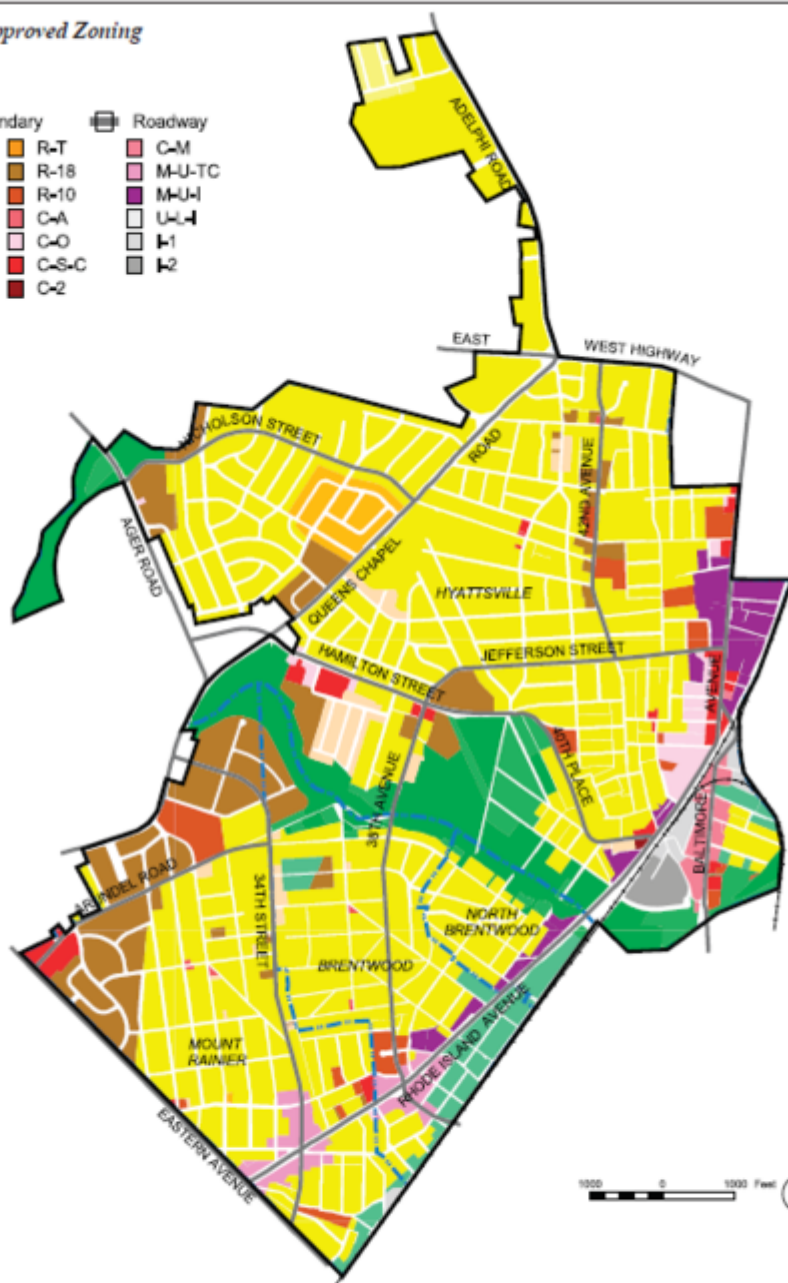
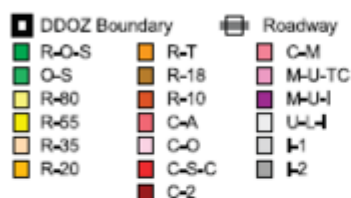
Sincerely,



Norman D. Rivera

Attachments

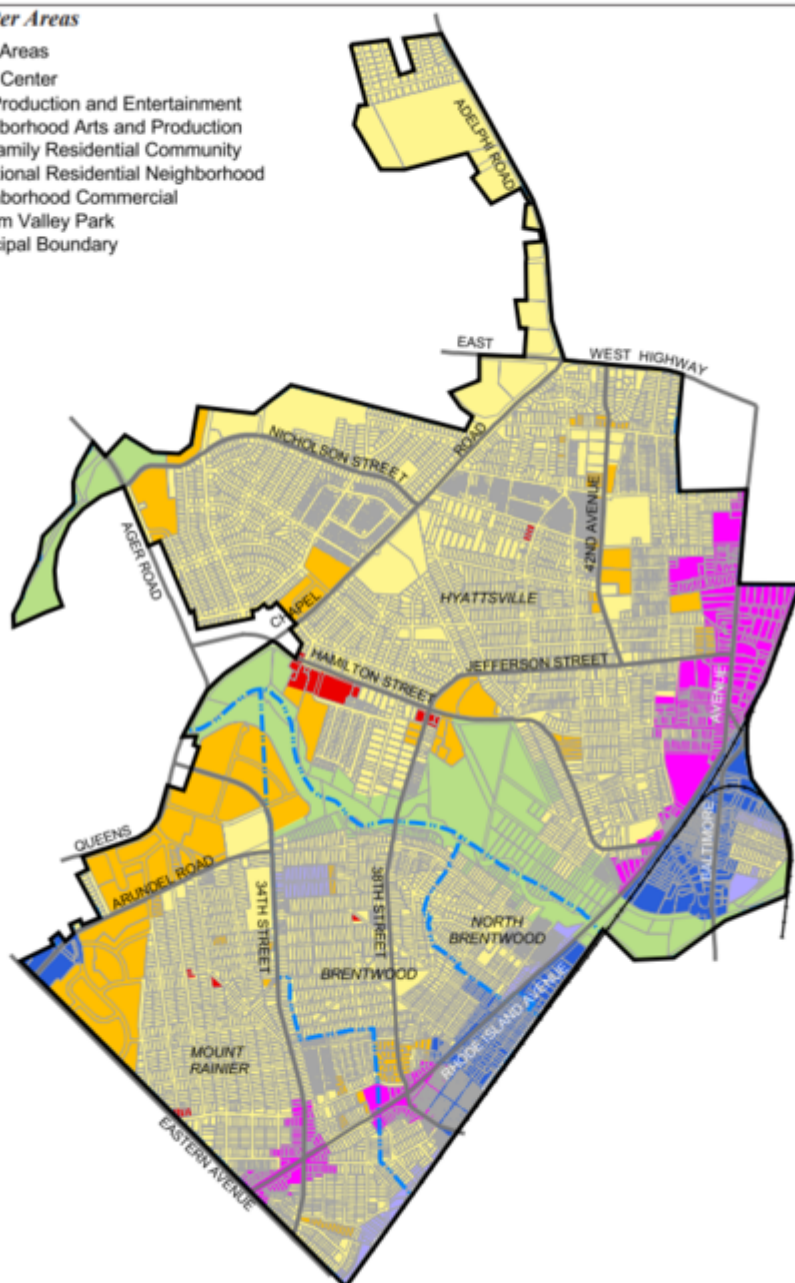
Map 13: Approved Zoning



Map 2: Character Areas

Character Areas

- Town Center
- Arts Production and Entertainment
- Neighborhood Arts and Production
- Multifamily Residential Community
- Traditional Residential Neighborhood
- Neighborhood Commercial
- Stream Valley Park
- Municipal Boundary



MULTIFAMILY RESIDENTIAL COMMUNITY

The multifamily residential community character areas are comfortable high-quality apartment neighborhoods. They overlay existing R-30, R-18, and R-10-zoned land in the municipalities of Hyattsville, Brentwood, and Mount Rainier that is developed as multifamily apartment buildings, generally within three-quarters of a mile or less from Metro stations or a commercial center. This character area may also include underutilized land adjacent to a town center.

This development character supports mixed-income, multifamily residential spaces. It allows accessory buildings to be used as studio space for artists, which creates a market niche for artist apartment homes with separate studios.



TRADITIONAL RESIDENTIAL NEIGHBORHOOD

In many ways, the traditional residential neighborhood character areas suggest a glimpse of small town Americana. They overlay land zoned for single-family housing (attached and detached). The historic houses and streetcar suburban pattern of interconnecting narrow streets and shaded sidewalks within easy access to town centers and Metro are assets to be

protected from encroachment or significant loss of integrity.

This development character reinforces the existing single-family detached residential neighborhoods as calm, low-traffic, and child-safe. Although the area is residential, fine art and handcraft home occupations are permitted. Development district standards retain the block face and scale of residential streets, as well as prohibit the paving-over of front yards and the construction of overly wide driveway aprons. For the bulk of land within the district, this development character protects the existing traditional pattern of single-family homes built close together on narrow streets laid out in a grid.



In many ways the traditional residential neighborhood character areas suggest a glimpse of small-town Americana.

Multifamily residential community character areas provide attractive residential alternatives to single-family homes and offer the ability to provide artist studio space as well.

Multifamily Residential Community Character Areas

Goals

- To promote development of high-quality multifamily residential housing with auxiliary buildings that will include artist studios for the residents.
- To promote renovation and/or redevelopment and to increase the variety of multifamily housing options, especially for artists and their families.
- To enhance safety through the implementation of development district standards that increase natural surveillance.
- To encourage multimodal transportation options.

Existing Conditions and Issues

The locations of the multifamily residential community character areas are scattered throughout the Arts District, mostly east of Queens Chapel Road, in areas currently zoned multifamily. Most of the multifamily housing was developed with brick construction in the late 1940s and has stood the test of time. There is relatively little land available for new multifamily development.

Many multifamily developments are nonconforming with the Zoning Ordinance design standards. This has limited the ability of owners to renovate and adapt existing structures to market tastes and inhibited reinvestment in the communities. Many apartments are surrounded by wide but poorly maintained lawns that lack functional green space. Current multifamily zoning regulations require 50-60 percent of the site for open space, not including parking. They also require substantial setbacks. The effect of these regulations makes redevelopment of obsolete multifamily housing financially impractical.

Recommendations

1. Rezone to implement the proposed development district standards for affordable and mixed-income buildings.
2. Permit uses that will support dense, mixed-income, multifamily residential units.
3. Encourage Crime Prevention Through Environmental Design (CPTED) and green building standards.
4. Package multifamily housing with separate studios for artists.
5. Set aside a percentage of new residential units for affordable artist housing.
6. Reduce the required buffers, side yards, and setbacks.
7. Retain the current density for any future development of existing multifamily communities.

Traditional Residential Neighborhood Character Areas

Goal

To preserve the single-family residential neighborhood character as anchor of the Arts District, while supporting artists who produce and teach from their homes.



Front yards of residential homes should not be paved over, nor should wide driveway aprons be constructed.

Existing Conditions and Issues

The traditional residential neighborhood character area is the largest part of the Arts District. Each of the four Arts District municipalities has historic districts emphasizing the quality of historic and vernacular housing stock. These communities are known for their large stock of moderately priced housing, as most lots had been built out by the first half of the twentieth century with housing stock dating from the 1910s to the 1940s. Recently housing prices have approached market rates, after going through a long period of being undervalued. There are also higher-priced homes, mainly large historic structures, which are for the most part restored or under restoration.

The Arts District single-family residential communities are generally walkable, laid out on a grid, and have few cul-de-sacs or loops. Small lots, with 20-foot setbacks, single-apron driveways, and minimal lot widths are the norm and add to the appeal of these neighborhoods. Generally, density is four to ten units per acre. In addition to the built environment, many natural features such as wooded slopes run through these neighborhoods. These add to the appeal of these neighborhoods and their ability to stabilize and add long-term value to the Arts District as a whole.

Recommendations

1. Rezone to implement the proposed development district standards and guidelines.
2. Reinforce existing single-family detached residential neighborhoods as community-oriented, quiet, low-traffic, and child-safe.
3. Maintain the integrity of residential streetscape. Front yards should not be paved, nor should wide driveway aprons be constructed.
4. Support arts and handcraft home occupations.

Neighborhood Commercial Character Areas

Goals

1. To facilitate the development, redevelopment, and renovation of small businesses and institutions compatible with the surrounding neighborhoods, but discourage stores whose primary goods include beer, wine, cigarettes, and lottery tickets.
2. To encourage neighborhood and convenience services and retail establishments within easy walking distance of residences.
3. To offer opportunities for residential and artist studio spaces above ground-level retail.
4. To provide design, landscaping, and screening methods to mitigate the impact of neighborhood commercial uses on the traditional residential neighborhoods.

Sec. 27-548.19. - Introduction.

The Development District Overlay Zone is intended to ensure that the development of land in a designated development district meets the goals established for the district in a Master Plan, Master Plan Amendment, or Sector Plan, and takes advantage of unique opportunities presented by the district. Development districts may be designated for town centers, Metro areas, commercial corridors, employment centers, revitalization areas, historic areas, and other special areas which are the subject of development recommendations in a Master Plan, Master Plan Amendment, or Sector Plan. The D-D-O Zone is a mapped zone which is superimposed by a Sectional Map Amendment (SMA) over other zones in a designated development district, and may modify development requirements within the underlying zones. In the Development District Overlay Zone, new development is generally subject to the approval of a Detailed Site Plan by the Planning Board. Detailed Site Plans are reviewed for compliance with development standards approved by the District Council, in a Sectional Map Amendment, or in a later amendment of adopted standards.

(CB-8-2000; CB-5-2007)

Sec. 27-548.20. - Purposes.

(a) The specific purposes of the Development District Overlay Zone are:

- (1) To provide a close link between Master Plans, Master Plan Amendments, or Sector Plans and their implementation;
- (2) To provide flexibility within a regulatory framework to encourage innovative design solutions;
- (3) To provide uniform development criteria utilizing design standards approved or amended by the District Council;
- (4) To promote an appropriate mix of land uses;
- (5) To encourage compact development;
- (6) To encourage compatible development which complements and enhances the character of an area;
- (7) To promote a sense of place by preserving character-defining features within a community;
- (8) To encourage pedestrian activity;
- (9) To promote economic vitality and investment.

(CB-8-2000; CB-5-2007)

Sec. 27-548.21. - Relationship to other zones.

The Development District Overlay Zone shall be placed over other zones on the Zoning Map, and may modify specific requirements of those underlying zones. Only those requirements of the underlying zones specifically noted in this Subdivision and elsewhere in this Subtitle are modified. All other requirements of the underlying zones are unaffected by the Development District Overlay Zone. The Development District Overlay Zone may not be placed over the Urban Center or Corridor Node Zones (UC). Where properties in a Development District Overlay Zone are also classified in the Military Installation Overlay Zone, the requirements of both zones shall apply. Where requirements of the D-D-O Zone and M-I-O Zone conflict, the more restrictive of the requirements shall apply.

(CB-8-2000; CB-2-2010; CB-42-2015)

Sec. 27-548.22. - Uses.

- (a) The uses allowed on property in a Development District Overlay Zone shall be the same as those allowed in the underlying zone in which the property is classified, except as modified by Development District Standards approved by the District Council.
- (b) Notwithstanding the provisions of subsection (a) of this Section, any other provision of the Zoning Ordinance, or any applicable provision within an approved comprehensive plan, a Hospital is a permitted use in the M-X-T/D-D-O Zone.
- (c) Notwithstanding any other provision of this Subtitle, or any other applicable provision within the Development District Standards for an approved Development District Overlay Zone, a Medical Cannabis Grower, Medical Cannabis Processor, or Medical Cannabis Dispensary use shall be permitted or prohibited in accordance the prescriptions of this Subtitle for the underlying zone in which the property is classified.
- (d) Development District Standards may limit land uses or general use types allowed in the underlying zone where the uses are incompatible with, or detrimental to, the goals of the Development District and purposes of the D-D-O Zone. Development District Standards may allow uses prohibited in the underlying zone where the uses are compatible with the goals of the Development District and purposes of the D-D-O Zone.
- (e) A table of uses shall be incorporated within each Development District Overlay Zone clearly showing all uses in the underlying zone that will be permitted, prohibited, or otherwise restricted pursuant to Section 27-548.25 of this Division.

(CB-8-2000; CB-71-2004; CB-5-2007; CB-24-2013; CB-101-2013; CB-12-2015; CB-5-2016)

Sec. 27-548.23. - Development District Standards.

- (a) In general, Development District Overlay Zone regulations shall be the same as those in the underlying zone in which property is classified, except as modified by Development District Standards approved by the District Council, in a Sectional Map Amendment, in a Military Installation Overlay Zoning Map Amendment, or in a later amendment of adopted standards. The use of Development District Standards in each Development District Overlay Zone is intended to allow flexibility in the development review process and foster high-quality development through application of design guidelines and standards which promote the purposes of the Master Plan, Master Plan Amendment, or Sector Plan.
- (b) Development District Standards may modify density regulations only to meet the goals of the Development District and the purposes of the D-D-O Zone. Development District Standards may not permit density in excess of the maximum permitted in the underlying zone.
- (c) The location, size, height, design, lot coverage of structures, parking and loading, signs, open space, and other regulations may be specified in the text, concept plans, and maps in the Development District Standards. The regulations in the underlying zone may be modified by the Development District Standards only to meet the goals of the Development District and the purposes of the D-D-O Zone.
- (d) Landscaping, screening, and buffering of development shall conform to Landscape Manual requirements. Specific landscaping, screening, and buffering also may be required by the Development District Standards. Development District Standards may require specific landscaping, screening, and buffering, but only to meet the goals of the Development District and the purposes of the D-D-O Zone.
- (e) The Master Plan, Master Plan Amendment, or Sector Plan may specify the location and size of proposed roads and transit facilities.

- (f) Notwithstanding the provisions of subsection (c) of this Section, in furtherance of the core vision, purposes, and specific goals of an approved Development District to locate a regional medical center health campus as a major public health institution, and pursuant to its site plan application for development of parcels of property within a Development District Overlay Zone bound by the Capital Beltway right-of-way, Arena Drive, and the north side of the Blue Line Metrorail track line, filed, accepted, and permitted prior to December 31, 2021, an applicant may request a one-story departure (reduction) from the applicable Minimum Height requirements set forth in the Development District Standards.
- (g) Where a property lies in both the M-I-O Zone and a D-D-O Zone, the maximum permitted height of structures shall be the more restrictive of the Development District Standards and Section 27-548.54, whichever maximum permitted height is lower.

(CB-8-2000; CB-5-2007; CB-5-2014; CB-42-2015)

Sec. 27-548.24. - Master Plan, Master Plan Amendment, or Sector Plan.

- (a) For every Development District Overlay Zone, a Master Plan, Master Plan Amendment, or Sector Plan shall be prepared in accordance with the master plan procedures set forth in Part 13, which may include the following elements:
 - (1) Overall recommendations;
 - (2) Subarea recommendations;
 - (3) Illustrative concept plans;
 - (4) Plan maps.
- (b) The Development District Overlay Zone shall be applied through the Sectional Map Amendment process, in accordance with the procedures in Part 3, Division 4.
- (c) Development District Standards shall be prepared for each Development District Overlay Zone. Development District Standards shall be stated in a Sectional Map Amendment and conform generally to recommendations in the applicable Master Plan, Master Plan Amendment, or Sector Plan.

(CB-8-2000)

Sec. 27-548.25. - Site Plan Approval.

- (a) Prior to issuance of any grading permit for undeveloped property or any building permit in a Development District, a Detailed Site Plan for individual development shall be approved by the Planning Board in accordance with Part 3, Division 9. Site plan submittal requirements for the Development District shall be stated in the Development District Standards. The applicability section of the Development District Standards may exempt from site plan review or limit the review of specific types of development or areas of the Development District.
- (b) In approving the Detailed Site Plan, the Planning Board shall find that the site plan meets applicable Development District Standards.
- (c) If the applicant so requests, the Planning Board may apply development standards which differ from the Development District Standards, most recently approved or amended by the District Council, unless the Sectional Map Amendment text specifically provides otherwise. The Planning Board shall find that the alternate Development District Standards will benefit the development and the Development District and will not substantially impair implementation of the Master Plan, Master Plan Amendment, or Sector Plan.

- (d) Special Exception procedures shall apply to uses within a Development District as provided herein. Uses which would normally require a Special Exception in the underlying zone shall be permitted uses only if the Development District Standards so provide within a table of uses, and such uses shall instead be subject to site plan review by the Planning Board. Development District Standards may restrict or prohibit any such uses. The Planning Board shall find in its approval of the site plan that the use complies with all applicable Development District Standards, meets the general Special Exception standards in Section 27-317(a)(1), (4), (5), and (6), and conforms to the recommendations in the Master Plan, Master Plan Amendment, or Sector Plan.
- (e) If a use would normally require a variance or departure, separate application shall not be required, but the Planning Board shall find in its approval of the site plan that the variance or departure conforms to all applicable Development District Standards.

(CB-8-2000; CB-5-2007; CB-24-2013)

Sec. 27-548.26. - Amendment of Approved Development District Overlay Zone.

- (a) District Council.
 - (1) The following amendments to development requirements within the Development District may be initiated and approved by the District Council through the minor plan and Development District Overlay amendment procedure in accordance with Section 27-642 of this Subtitle:
 - (A) Changes to the boundary of the D-D-O Zone; and
 - (B) Changes to the underlying zones, the list of allowed uses, or the Development District Standards.
 - (2) Notwithstanding the provisions of subsection (a), above, at the written request of a municipality in which development district property is located, the District Council may modify the Development District Standards under the following procedures. The District Council shall direct the Planning Board to prepare the amendment and shall specify which Development District Standards should be reviewed.
 - (A) For hearing procedures in general, the Planning Board and District Council shall follow the requirements in Part 3, Division 9, for Conceptual Site Plans as found in Sections 27-276(a)(1), (3), (4), (5), (6), (7); and 27-276(d). Review by the District Council shall follow the procedures in Section 27-280. Notice of the Planning Board's hearing shall be sent by first-class mail to all municipalities with development district property, all parties of record in the Sectional Map Amendment, and all property owners within the area specified in the District Council's direction;
 - (B) Planning Board staff must prepare a report and recommendation. The Planning Board shall hold a public hearing, file its decision with the Clerk of the Council, and send copies to persons of record of this amendment process within fifty (50) days of the receipt of the District Council's direction to the Planning Board;
 - (C) In order to approve an amendment of the Development District Standards the Planning Board shall make the following findings:
 - (i) The amendment is in compliance with the goals of the Development District; and
 - (ii) The amendment is in conformance with the purposes of the D-D-O Zone.
 - (3) The following amendments to development requirements within the Development District may be approved by the District Council through Military Installation Overlay Zoning Map Amendments for Development Districts in the M-I-O Zone, in accordance with Part 3, Division 2, Subdivision 8 of this Subtitle:
 - (A) Changes to the boundary of the D-D-O Zone; and

- (B) Changes to the Development District Standards where previously approved standards conflict with the requirements of the M-I-O Zone.
- (b) Property Owner.
 - (1) Notwithstanding the provisions of subsection (a), above, a property owner may request that the District Council amend development requirements for the owner's property, as follows:
 - (A) An owner of property in, adjoining, or separated only by a right-of-way from the Development District may request changes to the boundary of the approved D-D-O Zone.
 - (B) An owner of property in the Development District may request changes to the underlying zones or the list of allowed uses, as modified by the Development District Standards.
 - (2) The owner's application shall include:
 - (A) A statement showing that the proposed development conforms with the purposes and recommendations for the Development District, as stated in the Master Plan, Master Plan Amendment, or Sector Plan; and
 - (B) A site plan, either the Detailed Site Plan required by Section 27-548.25 or a Conceptual Site Plan.
 - (3) Filing and review of the application shall follow the site plan review procedures in Part 3, Division 9, except as modified in this Section. The Technical Staff shall review and submit a report on the application, and the Planning Board shall hold a public hearing and submit a recommendation to the District Council. Before final action the Council may remand the application to the Planning Board for review of specific issues.
 - (4) An application may be amended at any time. A request to amend an application shall be filed and reviewed in accordance with Section 27-145.
 - (5) The District Council may approve, approve with conditions, or disapprove any amendment requested by a property owner under this Section. In approving an application and site plan, the District Council shall find that the proposed development conforms with the purposes and recommendations for the Development District, as stated in the Master Plan, Master Plan Amendment, or Sector Plan, and meets applicable site plan requirements.
 - (6) If a Conceptual Site Plan is approved with an application, the owner may not obtain permits without an approved Detailed Site Plan.

(CB-8-2000; CB-5-2007; CB-35-2015; CB-42-2015)

Use	Source	Character Areas						
		TC	APE	NAP	MRC	TRN	NC	SVP
(8) RESIDENTIAL/LODGING:	27-473 27-461 27-441							
Apartment hotel	27-441	SP	X	SP	X	X	X	X
Apartment housing for elderly or handicapped families in a building other than a surplus public school building (with provisions for increased density and reduced lot size in multifamily zones)	27-441	P	X	X	P	X	P	X
Apartment housing for elderly or handicapped families in a surplus public school building	27-441	P	X	X	P	X	P	X
Apartment housing for the elderly or physically handicapped	27-461	P	X	X	P	X	P	X
Artists' residential studios	27-441 27-461 27-473	P	P	P	P	P	P	X
Boarding house	27-441	P	X	X	X	X	X	X
Congregate living facility for more than eight elderly or physically handicapped residents	27-441	P	SP	SP	P	SP	SP	X
Congregate living facility for not more than eight elderly or physically handicapped residents	27-441	SP	X	X	SP	P	P	X
Convent or monastery	27-441	X	X	X	P	X	X	X
Conversion of one-family detached dwelling to a building containing up to three dwelling units (not considered as a two-family, three-family, or multifamily dwelling)	27-441	SP	SP	X	P	SP	SP	X
Country inn	27-461 27-441	P	X	X	X	SP	P	X
Dwelling, provided that it was legally erected prior to the date upon which the property was classified in a Commercial Zone, or was legally erected in a Commercial Zone under prior regulations	27-461	P	P	P	P	P	P	P
Dwelling	27-473	P	X	X	X	P	P	X
Dwelling unit above the first floor within a building containing commercial, industrial, or arts-related uses	27-461	P	P	SP	X	X	P	X
Dwelling unit on the first floor:	new							
(A) Facing streets wider than two lanes	new	SP	X	X	P	P	X	X
(B) Facing streets a total of two lanes of traffic or less	new	P	SP	X	P	P	X	X

Use	Source	Character Areas						
		TC	APE	NAP	MRC	TRN	NC	SVP
Dwelling unit on the first floor as an adaptation of a building from an industrial or vehicle-related use and not an arts-related use into loft units	new	P	P	SP	X	X	X	X
Dwelling, multifamily	27-441	P	SP	P	P	X	P	X
Dwelling, one-family attached, for the elderly	27-441	P	X	X	X	X	X	X
Dwelling, one-family detached, cluster development	27-441	P	X	X	X	P	X	X
Dwelling, one-family detached (in general)	27-441	P	X	X	X	P	X	X
Dwelling, one-family semidetached:	27-441	P	X	X	X	P	X	X
(A) If allowed in the underlying zone	27-441							
(B) All other	new	P	X	X	X	P	X	X
Dwelling, two-family detached:	new	P	X	X	X	X	X	X
(A) If allowed in the underlying zone	27-441	P	X	X	X	P	X	X
(B) All other	new	P	X	X	X	P	X	X
Dwelling, three-family:	27-441	P	SP	X	P	X	X	X
Dwellings, one-family triple-attached (in general)	27-441							
(A) If allowed in the underlying zone	new	P	X	X	X	P	X	X
(B) All other	new	P	X	X	X	X	X	X
Dwelling, quadruple-attached:	27-441							
(A) If allowed in the underlying zone	new	P	X	X	X	P	X	X
(B) All other	new	P	X	X	X	X	X	X
Flag lot development	27-441	SP	SP	X	SP	SP	X	X
Fraternity or sorority house	27-441	X	X	X	X	X	X	X
Granny flat, carriage house, or in-law suite, provided the owner continues to occupy the main structure ²	new	P	X	X	X	P	X	X
Group residential facility for mentally handicapped dependent persons in accordance with Section 27-107.01(109)(D)	27-441	P	SP	X	P	X	X	X
Guest house, as an accessory use	27-441	P	SP	X	P	X	X	X
Hotel or motel	27-461 27-473 27-441	P	P	XSP	X	X	X	X
Mobile home used as a dwelling for emergency purposes as a temporary use, in accordance with Sections 27-260 and 27-261	27-441	X	X	X	X	X	X	X
Mobile home used as a one-family detached dwelling	27-441	X	X	X	X	X	X	X
Mobile home, with use for which amusement taxes collected	27-441	P	P	P	P	P	P	P

²The City of Hyattsville is exempt from this provision.

Use	Source	Character Areas						
		TC	APE	NAP	MRC	TRN	NC	SVP
Planned retirement community	27-461							
	27-473	SP	X	X	SP	X	X	X
	27-441							
Recreational community development, in accordance with Section 27-444	27-441	X	X	X	X	X	X	X
	27-441	X	X	X	X	X	X	X
	27-441							
Residential Revitalization: Comprising any form of proposed multifamily, attached one-family or detached one-family dwellings, in a residential revitalization project, as shown on a detailed site plan approved in accordance with Section 27-445.09	27-441	SP	X	X	SP	X	X	X
	27-441	X	X	X	X	X	X	X
	27-441							
Rooming houses	27-441	X	X	X	X	X	X	X
Tourist cabin camp	27-461	X	X	X	X	X	X	X
	27-441							
Tourist home	27-461	X	X	X	X	X	X	X
	27-441							
Townhouse, in general	27-441							
(A) If allowed in the underlying zone		P	P	P	P	P	X	X
(B) All other		P	X	X	X	X	X	X
Loft-style housing above the first floor		P	P	SP	P	X	X	X
Transitional shelter for the homeless	27-461	SP	X	X	X	X	X	X
(9) RESOURCE PRODUCTION/RECOVERY:	27-473							
	27-461							
	27-441							
	27-441	X	X	X	X	X	X	P
Agricultural uses	27-441	X	X	X	X	X	X	SP
	27-461							
	27-473							
Sand and gravel wet-processing	27-461	X	X	X	X	X	X	X
	27-473							
Sawmill	27-441	X	X	X	X	X	X	X
	27-461							
Surface mining	27-473	X	X	X	X	X	X	X
	27-441							

CITY OF HYATTSVILLE
PLANNING COMMITTEE MINUTES
FEBRUARY 27, 2018

1. Introduction of Committee & Guests Members (7:31 PM)
 - Maureen Foster, Committee Member
 - Nkosi Yearwood, Committee Member
 - David Marshall, Committee Member
 - Jonathan Mueller, Committee Member
 - Todd Dengel, Committee Member
 - Thomas Sheffer, Committee Member
 - Chad Copeland, Committee Member
 - Wil Maxwell, Committee Member
 - Thomas Wright, Council Liaison
 - Jim Chandler, Staff Liaison
 - Katie Gerbes, Community Planner
 - Sean Bruce, Werrlein Properties
 - Norman Rivera, Werrlein Properties
 - Jon Werrlein, Werrlein Properties
 - Lisa Burdy, Werrlein Properties
 - Karl Granzow, Werrlein Properties
 - Michael Romero, Romero Architects
 - Mike Lenhart, Lenhart Traffic Consulting
 - Bryan Turton, Dewberry
 - See sign-in sheet for list of additional guest attendees
 - Process for meeting: presentation by Werrlein properties, followed by a round of committee clarifying questions and a round of committee comments. Public comment will follow, with each guest permitted two minutes to make a comment. Comments must pertain to the proposed development, not to ideas of other uses of the building/what would like to be seen on site.
2. Committee Business (9:33 PM)
 - Initially skipped in the interest of time to get to the presentation
 - Adoption of Minutes from January 2018
 - i. Approved unanimously
 - Open Meetings Act Training
 - i. Training will occur in April, and
 - ii. at least one committee member must attend. If interested, send a note to Katie or Jim. Katie will send out follow up email with meeting date/time.
3. Magruder Pointe Presentation & Discussion (7:33 PM)
 - Introduction of Werrlein Team
 - 3 phases of the project:
 - Uses detailed site plan
 - Preliminary plan of subdivision – subdivision and traffic impacts
 - Detailed site plan – architecture and grading of site

- Norman Rivera, Attorney
 - Notification has been sent to adjacent property owners and registered civic associations
 - Discussions have happened with Hyattsville Aging in Place about the creation of a fund to help retrofit existing homes
- Sean Bruce, Consultant for Werrlein Properties and former employee of Douglas Development Corporation
 - Over the years, there have been many proposals for the building, but none have come to fruition when looking at all of the different market conditions, costs associated with the building, etc.
- Bryan Turton, Civil Engineer, Dewberry
 - Two direct connections through the community to Magruder Park
 - Stormwater will be approved through Prince George's County; this project has a reduction in impervious surface and a net growth in the amount of green space
 - Floodplain plan will not change the elevation of the floodplain, but the limits of the floodplain will be altered as a response of the site grading
 - Floodplain compensation area will be created in the southeast portion of the lot to handle water
 - Everything will go through Community Development for comments before M-NCPPC
- Michael Lenhart, Traffic Engineer, Lenhart Traffic Consulting
 - Traffic impact study has been prepared for the project
 - Worked with M-NCPPC on a scope for the proposal which included 9 nearby intersections
 - Traffic counts are gathered in the morning and evening, identifying peak periods in each hour, then study those hours to evaluate existing traffic conditions, add in growth and trip generation estimates for the proposed site
 - County has methodology for signalized and unsignalized intersections. 2 are signalized (Hamilton & 38th, Baltimore Avenue & Crittenden). M-NCPPC defines LOS acceptable as E or high for inside the capital beltway
 - Both study intersections operate at LOS B with total build out projected
 - Unsignalized intersections pass County's standards
 - Assign traffic assuming no reduction for transit or bicycle use; assumes full vehicle trip generation to simulate the highest level of traffic generated by the site
 - There are bus stops in the immediate vicinity of the site, as well as a Capital Bikeshare station proposed to be in Magruder Park
- Mike Romero, Architect
 - Neighbor who lives on Gallatin Street, personally lives nearby and uses Magruder Point
 - Different plan than the one proposed at Vigilante, as a direct response to resident comments
 - First instinct is to try to match architecture across the street; single family homes on Hamilton are of a similar size and character as those already in the neighborhood
 - Townhouses on Gallatin are set back to create a "community green" and will be hardiplank siding to better fit in with the homes in the neighborhood. Townhouses on the lower site will be brick.
 - Multiple connections will be made to Magruder Park, making it a pleasant walk for residents from the neighborhood into the park

- Architecture:
 - In keeping with historic nature of existing homes, seeking to include features like large porches to create an outdoor living space and sense of community
 - Variety of architecture to prevent cookie cutter appearance of homes
 - For townhouses, Hyattsville doesn't have a comparable of older, brick homes, so have looked to places like Savannah and Charleston for inspiration for the lower townhouses
 - Lower townhouses will have double porches
- Plan to salvage the face of the WSSC building and reuse it within the site as a gateway into the new project
- Committee Questions/Comments:
 - TD: For landscaping, what will be done on the site? Will utilities be buried?
 - To be determined. At this stage looking at what is required based on the number and type of homes proposed. Anything new for utilities will be underground, existing will likely stay above ground
 - TD: Is brick on every side of town homes?
 - Yes.
 - TD: Do you serve as your own realtors yourself?
 - Yes.
 - TD: Mentioned meeting with residents and committees. Can you elaborate on that and what it entailed?
 - Architecture subcommittee made up of residents (5-6) after the Vigilante meeting. Group met in December, determined a change in architecture was necessary, resulting in Mike Romero as the new architect. Committee met again in January to check in with current design with committee.
 - CC: Are there going to be barriers or fences along the perimeter of the development?
 - Haven't gotten that far.
 - CC: Not advocating for a fence, but curious.
 - Not intending to fence off from the park, hoping to face the park and incorporate it. There will be a grade difference between the path and the green, but not a fence.
 - CC: Do you envision any kind of visitor area or surplus parking?
 - All homes have rear loaded 2 home garages, and vast majority will also be able to accommodate cars on the driveway, so more parking will be provided than required.
 - MF: What is the number of single family homes?
 - 16 SFH, 66 townhouses.
 - MF: Do homes have detached garages?
 - All have two car garages, some are attached, some are detached.
 - MF: Just to clarify, there are two more WMATA bus stops just up the street for the 86 bus.
 - NY: What was assumed on the background development for the transportation study? Did you assume any growth factors?
 - Worked with staff at M-NCPPC on a scoping agreement. There were no background developments in the vicinity identified in the scope of the property. Assumed 0.5% per year, for 6 years, growth for background development.

- In PG County, when a property is previously developed, it is considered vested in trips generated, but we did not include any background traffic generated from the building because it is vacant.
- NY: How far did your study go out? As far as Ager Road?
 - Hamilton & 38th to West, 40th and Crittenden on the east
- JM: Houses built on lower portion is in the floodplain currently? The idea is that the houses will be graded out of floodplain?
 - Some is floodplain currently, some is not. Lot will be regraded so that the volume of floodplain area will stay the same, but the location will change based on the grading of the site. Green area adjacent to the park will serve as the compensation area.
 - JM: How much difference are you talking about?
 - Will depend, but likely a couple of feet.
 - JM: Do you need to get a waiver to do this?
 - Need to get a floodplain plan approved by the county to do this
 - JM: Is stormwater treated?
 - Required to manage on site, so combination of that and removal of existing impervious surface should reduce runoff by 30%
- JM: Is the purchase complete?
 - Not at this time.
- JM: You mentioned in the past people have talked about having schools there?
 - We've talked to lots of people, but the County expressed that they had very limited money and the cost-benefit analysis of a rehab versus a new construction didn't work out for this building. It would take a lot to bring this building up to code.
- JM: Is the building recognized as historic in a legal way?
 - No. Listed as a historic resource for the Hyattsville Historic District, but not listed as a contributing feature in the Gateway Arts District Sector Plan.
- JM: Alleys will be public?
 - Working with the City so build to their standards, so they will be dedicated to the City.
- JM: is there any street parking?
 - Existing street parking on Hamilton and Gallatin, but no new street parking created.
- TS: Speaking to the brick design, was their consideration of a more Art Deco architecture that could fit with the existing structure?
 - Don't really build in stucco anymore, but Art Deco doesn't allow for features like porches as easily as other styles. The appropriateness of Art Deco doesn't necessarily apply to this situation.
- TS: Green courtyard would be open to the public?
 - Yes, totally open connection to the park
 - TS: Sidewalks will be open to the public as well?
 - Yes, to connect to park.
- TS: Are concept drawing accurate elevation wise, because the drop in the plan doesn't seem to match up.
 - Concept drawing will be updated.
- TS: Is there anything proposed to give back to the community and the park?

- Working with the City and Park and Planning on that, haven't gotten that far.
- TS: Does the county floodplain plan include mitigations to Magruder Woods?
 - Not entirely sure. County floodplain plan will be limited as a volume and area study for this property. In terms of construction, as part of the permitting process there will be a sediment control plan to address runoff issues.
- TS: Are there existing trees on site that will be preserved?
 - Not many trees on site, but at the corner of the site trees will be preserved.
- DM: There is an indentation on the southern border of the property. Why is it indented?
 - That spot still needs to be determined how it will interact with the park. We didn't want to imply it will look like one thing in particular.
- DM: When will the title transfer?
 - Probably sometime in May 2018.
- DM: What is the timeline for project, start to finish?
 - Probably about 3 years.
- DM: Is there any plan, anywhere on this project for fencing or walls to prevent people from passing through it.
 - No.
- DM: There was no mention of public art on the property, but that should be considered to find a place for it. Pathways are outlined, so I'm assuming there will be sidewalk on frontage of all SFH and frontage of Gallatin Street. Inside the project, will there be sidewalks or pathways? Make sure there is a connectivity of the pathways and where pedestrians actually walk.
- TS: Further discussion on the townhouse architecture will be welcomed. Look forward to opportunities to discuss the connection to Magruder Park. Would like to see more landscaping around the green to soften the edge to Magruder Park. I know this is a challenging site and it is sensitive, but it shows that you've taken the local thoughts in mind and it is appreciated.
- JM: Really like the idea of reusing the stone entryway and could help address public art in the development and helps to preserve some of the historic elements of the site. Happy to see that it should reduce the total amount of impermeable surface. When planning for the construction, plan out the noise and traffic impact to be sensitive to neighbors.
- NY: Find the townhouse architecture interesting. Overall, it is a good start with open spaces and orienting towards the community. Should find ways to incorporate visitor parking. Missing from proposal is any offsite amenities and upgrades like art, bus shelters, etc. The more specific you are, the better off the dialogue will be moving forward. Rectangle area towards the bottom looks like a green, but will function as SWM, so thought should be given to how it is planted/maintained over time.
- CC: Echo comments how you've responded to questions/concerns of the community and applaud that effort. For parking, there needs to be a balance of visitor parking and people parking in the community to go to the park. Interesting and thoughtful proposal. There are a lot of sentiments in the community about what we wish could be here, but I don't think that takes away from what you've presented to us.

- TD: Have seen iterations of this presentation and it is clear that you've engaged the community, heard what we have said, and that speaks to wanting to have this project be embraced by the community. From an architectural side I think it is well thought out and want to see how landscaping further comes into play. Consider some sort of financing or plans for the community's first responders, but overall, it is a strong start.
- MF: Townhouses on the bottom remind me of Fort McNair. Not a big fan about saving the portico of the building. See a need for some bike racks for the people who live there.
- Community Comments:
 - Libby Welch: concerned about green floodplain area being a catch all for water and breeding ground for mosquitos. Hard to keep potholes off of Crittenden/40th as it is, and increase of residents on street may make the street worse. Already have bumper to bumper traffic, so worried about the increase in traffic during rush hour. Worry about the wildlife with lots of building occurring in the City. Believes will increase taxes and force residents out.
 - Maiya Dacey: Commend development team for taking feedback from the community and looks forward to seeing the next iteration of plans over time to make this is welcoming community where people can pass through. I think you're seeing needs of the community and the more places you can insert yourself into the community is good. Love the new architecture.
 - Mariales Zamuda: does not like putting townhouses on floodplain and curious of price of the houses and any inclusion of affordable housing within the plan.
 - Townhouses will be in \$500,000s, single family homes in \$600,000s.
 - Lisa Walker: met with developers representing Hyattsville Aging in Place. I hadn't heard parking and traffic discussion before, so not clear if there has been a traffic plan going up Gallatin Street. Parking on Gallatin in front of WSSC on both sides of streets, will that remain. Originally spoke to City Council about affordability and accessibility. I think you could find a way to make the townhouses lateral so they are accessible on the first floor. We talked about accessibility and developer has looked at making a fund for aging in place.
 - Flawn Williams: generally in favor of this plan, but there are still improvements that could be made. Echo Nkosi's remarks on the portion of dedicated, per unit extra parking versus community flex parking. Along 41st and Hamilton, no matter how much parking is provided in back, residents may want to park along the front of the street. Want to keep the archway entrance. Is there an vision for a pedestrian crossing at stairway, should be well marked as it is a blind corner.
 - Brandt Anderson: We bought home from Jonathan Werrlein and speaks to the integrity of the team and willingness to listen to the community. There is concern about developers coming into the community from the outside, but they are not and have stood with us with any issues to make problems right. They are good by their word and looking forward to not looking out at the building any more.
 - Victoria Moss: spent 21 years looking at the building and been involved in every plan brought forth for the building, but do support the project. Concerns are primarily parking related and would like to see significant contribution to community as a whole. Would like the name to be reconsidered, as it is a bit contentious.
 - Just the project name.

- James Danley: Live one house up in a house built by Jonathan. Caution community not to become misty eyed about the building, when in reality it is dirty and decrepit, so welcome its replacement. SFH facing SFH is financially viable because of higher density lower, that is a tradeoff I am willing to take. We were out bid on many houses in the community, so we should be building more of it.
- Lee: thanks for having meetings and incorporating feedback. Want to talk to stormwater controls. Urge to look at other features to manage instead of large bio retention- green roofs, cisterns, and permeable surface. Should consider doing environmental assessment on impact of development to ecosystem nearby in Magruder Park.
- Anne Barrett: From someone who has worked with Werrlein in the past, they have done beautiful work and have been a pleasure to work with. Often, they take off without being seen again, but Jonathan is here.
- Dale Crowell: question coming back to is on western edge next to the park, is the entryway part of the park or private development. Should it be a public road?
 - Signage for the park will remain and working with City for interaction against the park
 - Right of way issue along the western edge, working on the solution with City
 - Park access at entrance will not be changed at all
- Karen Everhart: Is it correct there will be no additional traffic lights added to Hamilton Street?
 - Correct.
- Yohannes Bennehoff: Is floodplain using 500-year or 100-year standard. Right now, FEMA has both.
 - Based on 100-year
 - YB: Concern that 100 years is not a very accurate standard, so consider looking at 500-year standard
- Will Seath: practicing architect serving on architectural committee for Werrlein. They have been very receptive to comments about improving the architecture. Worth keeping in mind that organized preservation as we know it didn't exist when the additions to the building made, as it demolished SFH to expand bundling. Argue that this is more true to preservation.
- Brendan Cain: Has seen project evolve and this has only gotten better over time. A residential solution is the best option for this property and the final project will only be better than we see now.
- Sherry Wilder: concern is quality of life while being built. Will the construction be phased? Welcome development in Hyattsville, but trend is that long term residents are being priced out of the community and it is becoming unaffordable to live here and we need to think about that as a community.
- Joe Bryon: Team has been successful at improving homes in this community and look forward to redevelopment of the property as it is currently an eyesore. Sympathize with the affordable housing concerns, but believe that is a larger conversation and shouldn't be on the shoulders of this development. Team has always followed through on their commitments and those are the people we want as neighbors and builders.
- Susan Hines: would like to see the building preserved but to see it being high density, like an apartment building. Acknowledge preservation concerns, but

understand there are challenges. Team has responded to concerns of the community, but instead of putting money into amenities, dedicate it to Magruder Park and preserving the bog and the site itself.

- Joann Mood: enjoys the bogs
- Arlene Reiniger: see a lot of individuals and families move into the community and seeing that we want to build up community sensibility more. Wondering if way to make improvements on the Magruder Community center and incorporate building remains into the community center.
- Margot Nassar: support the project, but with questions about the floodplain and architecture.
- Lisa Davidson: Do not support the project, but is bigger than preservation of this building. Find it troubling that we are ignoring issues of building on a floodplain and zoning changes on a high-end development that create fake historic architecture in a real historic district.
- Loire Przygodzki: Do not support the project. No issues with the architectural style, but believe it is short sighted to do this work in a floodplain. Magruder Park has serious water problems and these houses will too. Magruder Park is heart of the community and troubled about density around the play areas.
- Andra Daviron: not in favor of the project. We've seen other communities who go ahead with development unchecked. Not even a year since Houston was flooded and FEMA studies underestimated floodplain and there are extreme water problems that are created. For last 25 years, Arlington has accepted all development, unchecked. Historic buildings in Arlington don't exist anymore. Buildings are at highest price point, closer together than current neighborhood and large square footage that puts economic pressure on the other homes in the neighborhood.
- Nick Harris: valid concerns about construction and how that will be handled. I lived across from development of houses on Hamilton Street and it was fine. In favor of the proposal and it is heading in the right direction. Have been involved in conversations about land swap for City Hall and it is not feasible. It is the best shot we've got.
- Dan Muth: Commend Werrlein on accommodating the community. Great development in the wrong place, which says that the lot is worthless without the county granting a waiver. Caution against developing in a floodplain. Unless you can show clear, compelling interest to do this, going forward will be a fierce critic.
- Elise Thompson: on architecture committee and live across the street. Appreciate how open team was to direct and critical feedback. Should look at opportunities for incorporating green technologies such as permeable pavement.
- Eli Brown: excited to see development here. Single family homes is the best option for the site and will preserve the character without increasing density.
- Mary Kay Giunta: would prefer if this was all single-family homes. Seen a lot of opportunities come and go on the site, it is feasible and will look nice, but would like it to be less dense.
- Claud Russo: lived across building for years. Concerns are traffic and impact on park. Interactions with community have been great, but this is a larger development than they've done in the past. Hyattsville shouldn't be a trial run.

- Cathy Fall: On south and west side, you're proposing no fences? There is a fence now, that make the wood less accessible thereby preserving the bog. Don't need pedestrian access into the woods and bog.
 - We will keep that existing fence on the south side, but not on the west side, which will open to the park
 - CF: Pictures look wonderful, but do some of the houses look out onto cement?
 - All read loaded, so they will all face onto green pace
- Brian Schoem: Community Liaison for Alonzo Washington and has been taking notes. See him at end if you have concerns to talk to him about.
- Stefano Terricola: Lives in one of Jonathan's new houses and speaks to the quality of the work of the home. Moved into Hyattsville because we wanted to be in a neighborhood with a wide range of people. Don't want to look at the building anymore and it is a death trap. For the development and hope others are as well.

4. Landy Development Update (9:35 PM)

- Council provided letter of support at the last meeting. Conditions included with support include:
 - i. Street standards and public dedication
 - ii. DPIE approves SWM plan
 - iii. Bikeshare included in the development
 - iv. Developer provides for a connection to Northwestern, if the school wants to create it.
- We've been telling the developer to slow down as it was moving too fast. March 1 Planning Board hearing has been bumped back to March 22.
- Will be coming forth with infrastructure and architecture plans in the future and coming back to the committee.
- Path forward will now separate subdivision and DSP applications per new M-NCPPC process.
- Street names: if you have ideas for street names or are wildly opposed to any, let us know and we will pass it on
 - i. DM: because it is close to the school, maybe educational names?
- MF: Can we find out what the process is with the school board interacting with the Planning Board?
 - i. Yes, will need to happen
 - ii. CC: When time is right for school board to consider, can you let us know so we can get this done.
 - 1. Yes.

5. Hyatt Park Placemaking Project (9:47 PM)

- City is funding Hyatt Park placemaking project. Park has garden, playground but not much else. Hamilton Street is part of the Gateway Arts District and are relocating the police across the street, so want to bring life to the park. Uses may include food truck hub, summer jam, non-programmed space, etc.
 - i. Want to focus on giving multiple uses to multiple users.
- Neighborhood Design Center has proposed two concepts, and after feedback from community, will come back with a final design.
 - i. Concept plan looks at lighting, grading, a stage and some sort of interesting seating/play options.

- ii. Aggressive time schedule, likely building in late summer/early fall.
- Feedback can be given tonight, on Speak Up site, or by emailing us.
- TD: Went to the meeting and it was a fun and engaging meeting.
- Jim explained both concepts
- Comments:
 - i. TS: Density of use seems misdirected with lack of parking and restrooms
 - ii. JC: Magruder Park will have major renovation, but this is a smaller project and we need to use funds before they expire

6. Development Updates (10:00 PM)

- Kiplinger: still doing well and have exceeded price points estimated
- Jimmy Johns TBD
- Gas station in Riverdale – no tenant, but generally renovating the space with the hopes of finding a tenant
- NY: Status of Route 1 Parking Garage?
 - i. JC: can't really say anything publicly There will be a resolution by June. Likely be a public session with Council in late April on the garage.
- MF: What is happening this weekend at Melrose Park?
 - i. Commemorating of Women's Suffrage movement that took place in Hyattsville. Historic plaque will be installed and recognized by a major in the Army.
 - ii. Event starts at 10 AM; parking should be directed to the County Services building.
- NY: any updates on UIP's plan?
 - i. JC: under contract with Pressing Towards the Mark Church. DSP will probably come in the summer, we haven't seen any final plans.
- NY: Riverfront at West Hyattsville?
 - i. JC: Looking for builders for the townhouses and will come forward with the architecture DSP in the summer/early fall. Also talking to WMATA about acquiring the landlocked parcel.
- DM: Any update on Mall and the restaurant parcel?
 - i. JC: Have some new tenants including &pizza. Still trying to figure out who will be at the freestanding restaurant.

7. Adjourn (10:08 PM)

CITY OF HYATTSVILLE
PLANNING COMMITTEE MINUTES
MARCH 20, 2018

1. Introduction of Committee & Guests Members (7:31 PM)

- Maureen Foster
- Wil Maxwell
- David Marshall
- Todd Dengel
- Thomas Sheffer
- Chad Copeland
- Thomas Wright
- Jonathan Mueller
- Andrew Bishop
- Jim Chandler
- Katie Gerbes
- Thomas Wright
- Flawn Williams
- Stefano Terricola
- Yohannes Bennehoff
- Sherry Cain
- Brendan Cain
- Nick Harris
- Chris Colan
- Maureen Vosmele
- Nina Faye
- Daniel Schaible
- Austin Lipari
- Marisa Johnson
- Cliff Mayo
- Eli Braun
- Katie Asland
- Deona Kalala
- Illinga Kalala

2. Committee Business (7:32 PM)

- Adoption of Minutes from February 2018
 - i. Adopted unanimously at 7:35 PM
- Open Meetings Act Training

3. Magruder Pointe Discussion & Recommendation (7:38 PM)

- Subdivision Plan: site plan is shown in the packet of materials. We met with the applicant last week and there will be some changes to this site plan when the plat is submitted. Most notable change is that there will be a new sidewalk placed along the main road of the lower lot to support better access to Magruder Park.
- Streets: Streets will be constructed to the Urban Street Standards for Prince George's County, which means that the City will accept them into our network. The applicant plans to dedicate all roads to the City. By accepting them, we would be responsible for street maintenance, snow removal, trash services, etc.
- Historic Preservation: This property is a contributing structure to the Hyattsville Historic District. It is not listed as a contributing historic resource to the Gateway Arts District Sector Plan. The building individually is not listed on the National, State or County Register of Historic Places, so as a result, there are no legal protections that exist for the building.
- Floodplain: the lower parcel lies largely within the floodplain, as seen on the map in the packet. Grading must be completed to lift the property out of the floodplain to build habitable space. This has happened before, more recently with the Riverfront at West Hyattsville development. Stormwater mitigation will be done on site to control for all run off, though it will likely have less run off when developed as it currently is due to the large amount of asphalt. The Department of Environment and FEMA will need to approve their stormwater and grading plan in order to move forward. We have asked the applicant to do an additional study to get actual volume changes as is, and what is anticipated when fully redeveloped.
- Traditional Residential Neighborhood: Gateway Arts District Plan is different from other plans in the county in that it identifies character areas with characteristics that are desired. Jim read definition of Traditional Residential Neighborhood character area from the GAD Plan.
- Zoning Ordinance/Amendment: the process to go about allowing the development on the lower site would be an amendment to the development standards within the GAD plan. Technically, it is not a rezoning, which is important for legal reasons. They are citing Section 27-548.26 of the zoning ordinance, which reads the process by which they could seek this change. This is not common, but does tend to happen for institutional or other highly specialized buildings, as they are a bit different from the majority of parcels in the county.
- Clarifying Questions from Committee Members:
 - TS: How does this process go for getting the amendment to the GAD plan work?
 - KG: Similar to any other development getting approved. The Hyattsville Council would make a recommendation to the Prince George's Planning Board. Because this is an amendment to a legal

document, it would also need to go to the District Council, where there would be another public hearing.

- TS: Last meeting there was conversation about how there were single family homes on the site before this building. Have you been able to verify that?
 - JC: No, we have not, but it is not really relevant to the historic preservation piece because they are no longer standing.
- TS: I have some concerns about the regrading on the site. It is hard to imagine what that will look like here with the water table without seeing any visuals.
 - KG: I believe the grading is approximately 18 inches.
- KG: There was concern at the last meeting about the “easement” area which is the area where the park abuts the property. We have no record of an easement on that property. We’ve done some digging, and that is a paper road that was platted in 1878. According to Maryland State Code, when a parcel is dedicated to public use prior to 1908, the dedicated agency must accept the road. After 1908, right-of-way dedication automatically transfers to that agency. Because this occurred prior to 1908, and the City never accepted the dedication, it technically is still part of the WSSC parcel.
- TS: Discussions with developer about improvements to Magruder Park?
 - JC: Technically will be handled as part of the detailed site plan, as that is when recreational amenities are discussed. We’ve talked about natural barriers that don’t seem like barriers to connect it to the park, such as a recreational path or trail. City is working with Neighborhood Design Center to try and help figure out what the park could be and how this development could feed into it.
- TD: We will have another opportunity to review this after seeing the updated transportation study?
 - JC: For traffic circulation, yes, for site access, that would be determined at PPS.
- TD: So what are we looking to do with the amendment to the table of uses? What are we evaluating?
 - JC: Whether or not you believe this plan is consistent with the goals listed in the Traditional Residential Neighborhood character area.
- TD: 500-year flood plain is not currently required to be met.
 - JC: Correct. Maryland law only required developers to address the 100-year flood plain.
- TD: Can we recommend items that aren’t required of them but we would like to see?
 - KG: Yes, there is no promise, but we can ask for them.
- JM: Are floodplain conversations relevant now?

- JC: Yes.
- JM: How much higher would they need to go to build out of the 500-year flood plain?
 - JC: I don't know, the boundaries are similar from the 100 to 500-year floodplains, but it could be difficult to make that a condition to be applied because it is not a legal requirement of them.
- JM: Everything would have to come out of the floodplain? The whole site? Including roads?
 - KG: Anything that is habitable, so roads, utilities and housing. In the southern portion of the site they are proposing a green area that will not be out of the floodplain.
 - TS: It will be lowered, because they want it to catch water.
 - KG: Correct.
- Public Clarifying Questions:
 - Brendan Cain: Drawing shows a footpath at 40th near the woods. Are they required to add a stop sign or crosswalks there?
 - JC: No, and we don't want them to because there is already a lot happening there and we want to make it clear that that is not an area for pedestrians.
 - Brendan Cain: Because the building has been unoccupied, if someone wanted to keep the building would they be allowed to do it by right or would they also need an amendment to the standards?
 - KG: It would depend on what they are proposing to do there – both the use and the density. At a minimum, they would need a special permit, but they may need a full amendment, as is the case with this application.
 - Marisa Johnson: Is there any legal requirement for an environmental impact statement or archeological survey of the site?
 - JC: No, can you speak to that a bit more to what you're looking for in an archeological study there?
 - MJ: They would come in and survey the property to determine its history, what has been there in the past, chronicling that history and ensuring there are no archeological features of value on the site.
 - JC: Nothing like that is a requirement of them.
 - Marissa Johnson: Who decides on the grading and if that is okay?
 - JC: The Department of the Environment through Department of Permits, Inspections and Enforcement
 - Marissa Johnson: Which of these zones would be the most restrictive to the developer?
 - JC: The O-S, but there is still the character area consideration.
 - Danny Schaible: Save Our Sustainable Hyattsville. The development in the floodplain is advised against by the County and goes against the October 2004 Council Resolution.

- JC: The motion in reference from October 2004 mentions three things: demolition of all parts of the building built after 1935, supporting projects that reserve the O-S zoning on the lower site and removing the asbestos on site. Ultimately, a motion is just a motion. Unless it is tied to a policy, the Council has the ability to change their mind, especially after significant time has passed.
 - Danny Schiabe: I don't see how this meets any of the characteristics of the traditional residential neighborhood.
 - Yohannes Benehoff: It is 2 feet not 18 inches that it will need to be raised. How much of the property will need to be lifted out?
 - JC: Almost the entire floodplain with the exception of the green area.
 - Cliff Mayo: If the grade is raised, how will that water be managed on site? The green space is not enough area to make up that much water.
 - KG: They are not planning on doing anything off site, between the compensatory storage area and the increased pervious surfaces on the site, they believe it will all be captured. Will be reviewed by DOE before reviewed.
 - Maureen Vosmek: Is there a requirement to provide any three-dimensional view of the grading? I understand it is being handled in phases.
 - JC: There is no requirement. Everything used to be handled together, but it is now being reviewed separately. The 3-D is not relevant for the subdivision. There may be possibility during the architectural state, but it is not required.
 - Deona Kalala: Do we know if the project is viable with the top portion developed but not the bottom?
 - KG: I don't know, I could only speculate.
- Committee Comments
 - JM: Happy to hear of improvements to the sidewalk to get people through the property. Happy that the plan is replacing a parking lot that is completely impermeable, and should improve the water runoff. I hope DOE looks closely at the regarding, but as you said, there is a precedent for it and it has happened. Assuming they live up to this, I support it.
 - TS: I continue to be uncomfortable with the level of detail on the lower parcel. I think it is unanimous that the upper parcel works. The 3-D profile will allow us to have a better sense of the impacts on the park and their ability to lift out of the floodplain without a large disturbance. Welcome them to consider offering the recreation access easement on the compensatory storage area, as well as the area that is disputed to be in the park/on their property. The lower site doesn't fully meet the definition, in my opinion, of the TRN. If they could bring it down to the 10 units per acre, that would be welcomed. Mitigation of runoff/topsoil would need to be fully investigated. Consideration of the ponding effect raising the floodplain might have on City parcels.

- JC: Right now, there is no stormwater management, but will have to meet 100% of new runoff and 50% of existing runoff, so with the replacement of pervious with impervious surface, it is hard to see how there wouldn't be a reduction in water runoff to the park.
 - TS: But it would be channeling it into the bog area.
 - JC: yes.
- TD: Am in support of the project but agree that we ask that careful consideration be taken towards the environmental impact. It is impervious surface, but there are homes there that should have longevity, so we want to be vigilant that our voice was heard.
- DM: What Todd said. I am in support of the project, both the top and the bottom. I am in favor of the density in the bottom. This lot abuts apartment buildings in one area, and there are a bunch of apartments on the other side of the park. I think this is appropriate.
- CC: Recommendation should have strong language about the floodplain issues and it is a big concern for everyone. Bonded and underlined.
- AB: Speaking as a City resident, not a County employee. The entrance into the lower lot looks to not be at a 90-degree angle, so would like to bring that in to 90 degrees. There is no indication that there will be visitor parking.
 - KG: There are 7 spaces provided in the middle of the development.
- WM: Agree with others' comments. Concerned with the floodplain issues. Concerned with the density on the bottom half, it seems like a lot of houses and cars.
- MF: Seems we have agreement on the issue of the floodplain that we are concerned about the building of the floodplain. We would have benefitted from greater information about the floodplain, but given the amount of limited information we have, want to ensure that the City Council and Staff follow up on the containment of the water, the reduction in runoff and any runoff impact on the park.
 - CC: And that going forward we are provided those details.
 - TD: They had a group looking at architecture plans, but as a recommendation could form a similar environmental committee to review.
 - JM: recommendation of support conditional on DOE verifying all of the floodplain issues.
 - TS: No basements.
- JC: The applicant is proposing the urban street standards to be dedicated to the City – are there any questions, comments or concerns?
 - DM: Would like to see language about pedestrian crossings being well defined (crosswalks and internal flow).
 - CC: Agree, we need to live up to the name of a world within walking distance.

- JM: Echo that to improve pedestrian safety.
 - MF: City needs to work with Maryland State Highway to look again at the Octopus intersection to make it safer.
- MF: Regarding TRN, we are in favor of the standards in the TRN, but concerned that they are not meeting those standards.
 - TS: Bring up their density, then what the TRN states
 - Note that there is support and opposition to that
- MF: What is the issue with the zoning?
 - JC: Is the applicant's request consistent with the intent of the TRN is what will be posed.
 - TS: Can we add that we want an access easement for the compensatory storage area as well as the paper road area.
 - DM: Who would maintain that?
 - JC: The HOA because it is also acting as a stormwater management function, but the easement would allow
- RECOMMENDATION: We are concerned about the pedestrian access and encourage the City Council to pay special attention to how pedestrians are treated. We support the new sidewalk and any additional pedestrian amenities. The Council should ensure that no barriers are placed preventing pedestrian access through the development to the park.
 - Approved unanimously
- RECOMMENDATION: The Committee is split on whether or not this plan is consistent with the goals and values of the Traditional Residential Neighborhood character area. Everyone is in agreement that the upper lot is consistent, but the committee is split on whether or not the lower parcel is consistent. For lower lot, there is a concern that the density and configuration do not fully meet the intent of the TRN. Would like to see other options and arrangements to the bottom parcel. The other half of the committee like the density on the lower lot and it is important that the green space. Believe that is it consistent with the density surrounding the park in other areas where there are apartment buildings.
 - Approved unanimously.
- RECOMMENDATION: The Planning Committee not have complete information on the floodplain and it's impacts and want to ensure that the City Council sees the approved stormwater management plan from DOE and DPIE before acting. Recommend 3-D visual profiles of the grading if possible. If appropriate, additional details related to the mitigation of the runoff of the soil should be submitted. Density should be cautious of the
 - Approved unanimously.
- RECOMMENDATION: The green space in used for the compensatory storage area and the "paper road" abutting Magruder Park should have a recreational access easement over them to allow for public use and full integration into the park.
 - Approved unanimously.

- RECOMMENDATION: Committee is supportive of the Conceptual Site Plan application for an amendment to the development district standards.
 - 7 in favor, 1 abstention
- TD: should go on the record that the planning committee labored over this recommendation and was not taken lightly.
 - TW: I believe we will have a matrix with all of these comments for us all to see.
 - CC: Some of your colleagues are dismissive of our comments, but I would encourage you to make sure they pay attention to them on this project.

4. Development Updates (9:27 PM)

- Kiplinger project is winding down and is moving forward with pedestrian street lighting. The multifamily building will start leasing in July. We may schedule a summer meeting to be a tour of the site. No update on sales of the townhouses/condos since the last meeting.
 - i. DM: Are the lights already in? How long until they are electrified?
 - ii. JC: Needs MOU with state highway before they can lay the conduit in the ground and lay sidewalk. Estimate it will be installed and lit by the end of May. SHA thinks it is a 4-8 week turn around for an MOU.
- Any update on the Metro II building?
 - i. KG: We met with them last week and they said they are moving along with demolition on the interior of the site and are currently on schedule.
- Is it possible to get presentation materials for the next meeting in advance?
 - i. KG: Yes, I can send it out early in the week before.

5. Adjourn (9:33 PM)

* Times listed are estimates and may vary.



Hyattsville City Council Agenda Item Report

Meeting Date: May 7, 2018

Submitted by: Nicola Konigkramer

Submitting Department: City Clerk

Item Type: Community Notices

Agenda Section: Community Notices and Meetings

SUBJECT

City Calendar: May 8 - May 14, 2018

HCC-321-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

ATTACHMENTS

[Main City Calendar_May 8 - May 14 2018.docx](#)

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

None

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

Main City Calendar: May 8 – May 14, 2018

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

Wednesdays and Fridays, 10:00 AM @ City Municipal Building

Creative Minds

Tuesdays and Thursdays, 10:00 AM @ Magruder Park Recreation Center

Senior Art Class

Tuesdays, 10:30 AM – 12:30 PM @ Art Works Now

The City is offering free senior art classes in partnership with Art Works Now. Seating is limited, and registration is required.

Call-A-Bus Grocery Trips

Our Call-a-Bus takes seniors and residents with disabilities to grocery stores located in the City of Hyattsville each week. Call (301) 985-5000 to join a trip or add yourself to our Call-A-Bus calendar mailing list.

City Calendar: May 8 – May 14, 2018

Hyattsville Environment Committee Meeting

May 8, 7:00 PM @ Department of Public Works, 4633 Arundel Place

Hyattsville Safe Streets Initiative Advisory Board Meeting

May 9, 10:30 AM – 12:00 PM @ City Municipal Building, 2nd Floor Prangley Room

Hyattsville City Council Public Hearing

May 14, 7:30 PM – 8:00 PM @ City Municipal Building, 3rd Floor Council Chambers

Hyattsville City Council Meeting

May 14, 8:00 PM – 10:00 PM @ City Municipal Building, 3rd Floor Council Chambers