

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Tuesday, February 21, 2017

8:00 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](#)

[Bart Lawrence, Council Vice President, Ward 1](#)

[Kevin Ward, Ward 1](#)

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

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

[Patrick A. Paschall, Ward 3](#)

[Thomas Wright, Ward 3](#)

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

[Ruth Ann Frazier, Ward 5](#)

[Joseph Solomon, 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.

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1. **Call to Order and Council Roll Call**
2. **Pledge of Allegiance to the Flag**
3. **Approval of Agenda**
4. **Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker**
5. **Presentations (8:20 p.m. - 9:00 p.m.)**
 - 5.a) **Black History Month Writing Contest Awards (5 minutes)**
Motion #: Presentation Only
Sponsor(s): Croslin
 - 5.b) **FY-2015 Audit Update (5 minutes)**
Motion #: Presentation Only
Sponsor(s): At the Request of The City Administrator
[Audit_cover.pdf](#)
 - 5.c) **Deitz Park Master Plan (10 minutes)**
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
[Dietz Park_presentation.pdf](#)

[Memo Dietz Park 2017 LR.docx](#)

[Deitz SavvyReport_present.pdf](#)
 - 5.d) **Lighting Upgrades Update (15 minutes)**
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
[Lighting Presentation_cover.pdf](#)

[Memo - PEPCO lighting upgrades 2017.docx](#)

[Street Lights Phases Dark 02172017.pdf](#)

[Street Lights Phases Light 02172017.pdf](#)
 - 5.e) **University Hills Project Update (15 minutes)**
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
[UHills Presentation_cover.pdf](#)

[Memo - University Hills Update - edits LR final.docx](#)

6. Consent Items (9:00 p.m. - 9:05 p.m.)

6.a) Approval of Election Services Vendor for Election 2017

I move that the Mayor and Council approve the recommendation of the Board of Supervisors of Elections to select ELECTEC, Inc., to be the City's election machine and services vendor for the Biennial Election to be held on Tuesday, May 2, 2017 and to authorize the City Administrator to execute the contract in an amount not to exceed \$22,000. This contract has been reviewed and approved by the City Attorney for legal sufficiency.

Motion #: 135-02-FY17

Sponsor(s): At the Request of the City Administrator

[Electec_cover.pdf](#)

[20170502 City of Hyattsville Estimate of Cost Election Day.pdf](#)

[20170502 City of Hyattsville Estimate of Cost Paper Ballot Printing and Judge Training.pdf](#)

[20170502 City of Hyattsville Estimate of Cost VAC Cards.pdf](#)

[20170502 City of Hyattsville Estimate of Cost Early Voting.pdf](#)

6.b) 2017 Anniversary Carnival Contract: M&M Attractions

I move that the Mayor and Council authorize the City Administrator to enter into a contract with M&M Attractions to provide carnival services for the 2017 City Anniversary Carnival. This contract has been approved by the City Attorney for legal sufficiency.

Motion #: 136-02-FY17

Sponsor(s): At the Request of the City Administrator

[Carnival Contract_cover.pdf](#)

[Carnival Contract 2017.pdf](#)

6.c) Auction of Solid Waste Vehicle

I move that the Mayor and Council approve the auctioning of decommissioned Solid Waste Vehicle 88 - 1998 Chevrolet 2500, to Colonial Auto Auction, Upper Marlboro, MD

Motion #: 137-02-FY17

Sponsor(s): At the Request of the City Administrator

[Solid Waste Vehicle_cover.pdf](#)

[Arlington Contract.pdf](#)

[Colonial Auction Letter.pdf](#)

6.d) Schedule Public Hearing: Designation of Hyattsville as a Sanctuary City

I move that the Mayor and Council schedule a Public Hearing for March 1, 2017 at 7:30 PM in order to hear public comment regarding the legislative proposal submitted by nine members of the City Council to adopt an ordinance designating Hyattsville as a Sanctuary City.

Motion #: 138-02-FY17

Sponsor(s): At the Request of the City Administrator

[Public Hearing_cover.pdf](#)

6.e) Appointment to the Shade Tree Board

I move that the Mayor, with Council approval, appoint Millard Smith (Ward 2) to the Shade Tree Board for a term of 3 years to expire on February 21, 2020.

Motion #: 139-02-FY17

Sponsor(s): Croslin

[Shade Tree Board Appointment_cover.pdf](#)

[Smith Shade Tree Board Application_redacted.pdf](#)

7. Action Items (9:10 p.m. - 9:15 p.m.)

7.a) Prince George's County Board of Zoning Appeals - V-7-17 - 6000 41st Avenue, Hyattsville (5 minutes)

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's of Hyattsville's support for Variance Request V-7-17 to re-construct a two-story single-family detached home located at 6000 41st Avenue Hyattsville, MD 20781.

Motion #: 140-02-FY17

Sponsor(s): At the Request of the City Administrator

[Variance Request_cover.pdf](#)

[V-7-17 - 6000 41st Avenue - Staff Memo \(1\).docx](#)

[Zoning variance.pdf](#)

[PDF0235-01.pdf](#)

8. Discussion Items (9:15 p.m. - 9:25 p.m.)

8.a) Change to Wall and Fence Ordinance (10 minutes)

I move that the Council direct the City Attorney to revise portions of Chapter 68 Article II subsections (7), (8), and (17) to allow maintenance, repair and replacement of non-conforming fences and add subsection (18) to address safety standards.

68-7, C (7)

"All fences or retaining walls and hedges legally existing on June 30, 2003 which do not comply with the general restrictions 1-6 above shall be deemed legal non-conforming uses."

68-7, C (8)

A fence or retaining wall deemed to be a legal non-conforming use under this subsection which has been removed or destroyed through no fault of, and due to circumstances beyond the control of the owner may be replaced or repaired in a manner substantially identical in all material respects to the fence or wall so removed or destroyed provided it is not repaired or replaced with a fence or wall using a different material or varying the height or length of such fence or wall. The owner or his or her agent must apply for an exception if any of the stated changes are to occur or if 100% of the fence or wall is to be replaced. Nothing contained in

this subsection shall be construed to prohibit the maintenance and repair of a non-conforming fence or wall as long as the fence or wall is not changed in character and repairs are made with substantially the same materials.

68-7, C (17)

No fence or retaining wall may be erected or put in place without first obtaining a permit from the City, unless it is to maintain or repair a legal non-conforming fence or wall.

68-7, C (18)

All maintenance, repairs and replacement of non-conforming fences must comply with the safety standards outlined in this Chapter.

All fences and retaining walls, including those deemed a non-conforming use, within five feet of an intersection must be constructed in such a way that allows visibility for automobile and pedestrian traffic. Hedges and all plant material, with the exception of mature trees, must be trimmed or maintained in a way that:

Allows signs to be visible to drivers.

Keeps road users (vehicles, bicycles and pedestrians) visible to drivers.

Allows pedestrians and bicyclist see motor vehicles.

Keeps sidewalks and pedestrian paths clear of overhanging vegetation.

Motion #: Discussion, Scheduled for Action on 3/6/17

Sponsor(s): Croslin

[Fence Ordinance cover.pdf](#)

[Chapter 68 Housing Standards.pdf](#)

[County Code Fences.pdf](#)

9. Council Dialogue (9:25 p.m. - 9:35 p.m.)

10. Community Notices and Meetings

10.a) City Calendar: February 22 - March 1, 2017

Motion #: N/A

Sponsor(s): At the Request of the City Administrator

[Main City Calendar Feb 22 - Mar 1 2017.docx](#)

11. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Audit

Agenda Section: Presentations

SUBJECT

FY-2015 Audit Update

Motion #

Presentation Only

Recommendation:

Sponsor(s):

At the Request of The City Administrator

ATTACHMENTS

Summary Background:

All audit field work has been completed and we are in the final phase which is the review stage of the FY-2015 audit. This involves having either the senior auditors or partners of the auditing firm review each section of the audit for compliance and clarity. Specifically, this is their time to make additional changes, add or delete comments and seek further clarification in the text and financial sections of the audit. This review can take between 2 -3 weeks and we are pushing to close out the audit during this time frame leaving only the closing reports. I will keep you posted of any major issues that may extend closing out of this audit beyond the aforementioned three week period.

Next Steps:

Identify any missed requirements relative to compliance within the various sections of the draft document.

Fiscal Impact:

Late audit filings can result in the loss of various State Grants, loss of revenues from State Highway Funds and create limited opportunities in securing funding for current and future capital improvement needs.

City Administrator Comments:

See summary background above.

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: February 21, 2017

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Presentation

Agenda Section: Presentations

SUBJECT

Deitz Park Master Plan

Motion #

Presentation Only

Recommendation:

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Memo Dietz_Park_2017_LR.docx](#)

[Deitz_SavvyReport_present.pdf](#)

Summary Background:

The Department of Public Works remains committed to improving our parks, green-space and public spaces within the City limits. To that end, we have completed several significant projects in FY17 including the Emerson Street Food Forest, Melrose Trail Conservation Garden, and the installation of the playground at Deitz Park which was part of the first phase of the Deitz Park Master Plan.

The DPW staff along with the Neighborhood Design Center (NDC) worked closely with the residents adjacent to Deitz Park to get their thoughts and opinions on the amenities they would like to see in their neighborhood park. The Neighborhood Design Center was able to secure a grant from "Stormwater Savy" a community storm water design program funded by the Chesapeake Bay Trust and the Department of the Environment in Prince Georges County, which allowed them to create, with staff and resident input a master plan for Deitz Park.

Next Steps:

Continue our commitment and efforts to improve the overall experience in the park.

Fiscal Impact:

This project has been mainly funded by grants and funds from the Parks operating budget.

City Administrator Comments:

Fully Support. This collaboration provides an opportunity to raise the profile and experience in Dietz Park.

Community Engagement:

Staff will continue to schedule community events at Deitz Park to promote existing and proposed park improvements.

Strategic Goals:

Promote a Safe and Vibrant Community

Legal Review Required?

Complete



City of Hyattsville

Memo

To: Tracey Nicholson
From: Lesley Riddle, Director of Public Works
Date: February 16, 2017
Re: Deitz Park Master Plan – Stormwater Savy

Background

The Department of Public Works remains committed to improving the parks, public spaces and greenspace within the City. We have completed several significant projects in FY17 including the Emerson Street Food Forest, Melrose Trail Conservation Garden, and the installation of the playground at Deitz Park which was the first phase of the master plan at Deitz Park.

Deitz Park is a small shady neighborhood park nestled among single family homes. Deitz Park has lovely old growth shade trees and understory vistas that invite visitors to relax and enjoy the shade. Unfortunately, the existing playground equipment was old and needed upgrades and there were minimal other amenities in the park. With the assistance of the Neighborhood Design Center (NDC) the staff worked with the adjacent residents to get their input and feedback on the amenities they wanted to see and enjoy in the park. As part of the design process, the Neighborhood Design Center utilized "Stormwater Savy" a community storm water design program funded by the Chesapeake Bay Trust and the Department of the Environment in Prince Georges County. This funding allowed the Neighborhood Design center to provide support and services to the City to create a master plan for the Park.

Community Outreach

Beginning in May of 2015 NDC developed and led a Community Design Workshop for local residents and developed a design based on the feedback. With the residents input, discussions with the DPW staff, and the NDCs observations, the following over-arching design goals were established:

- Manage the wet areas in a way that is effective, educational, habitat forming, and reduces runoff downstream.
- Encourage more family-friendly use of the park.

Short Term Goals

The City secured grant funding for the playground renovation through the Maryland Department of Natural Resources, Community Parks and Playground Grant. The design of the playground followed the requests of the community and retained the wooded and natural aesthetics of the park. Other features that would be considered in the short-term installation plan included:

- Installing conservation landscaping
- Adapting existing pathway to comply with ADA regulations
- Improving the signage for the park and making the entrance more inviting

Long-Term Goals

With a concept plan derived directly from resident recommendations, and a commitment from staff to improve the overall experience in the park, other more long-term goals were considered:

- Creating activities that were acceptable to the surrounding community, for example: community gardens, adult outdoor exercise equipment, space for acoustic concerts.
- Pursue additional grant funding to implement additional recreational amenities at the park.

Current Status

The playground installation is complete and open to residents and visitors. The design for the ADA retrofit/adaptation of the existing pathway is nearing completion. Installation and renovation of the trail is tentatively scheduled for late spring. There are plans for applying for funding to Chesapeake Bay Trust, Stormwater Stewardship Grant to treat onsite stormwater and continue to enhance the conservation landscape. Additionally, there is other grant funding sources that can assist with adding additional recommended amenities.

Deitz Park, Stormwater Savvy Workshop Outcomes & Master Plan

Designers:

The Neighborhood Design Center's Rachel McNamara, Elisabeth Walker,
City of Hyattsville Department of Public Works representatives, and community workshop participants

2015

Brought to you by



Stormwater Savvy
community stormwater design

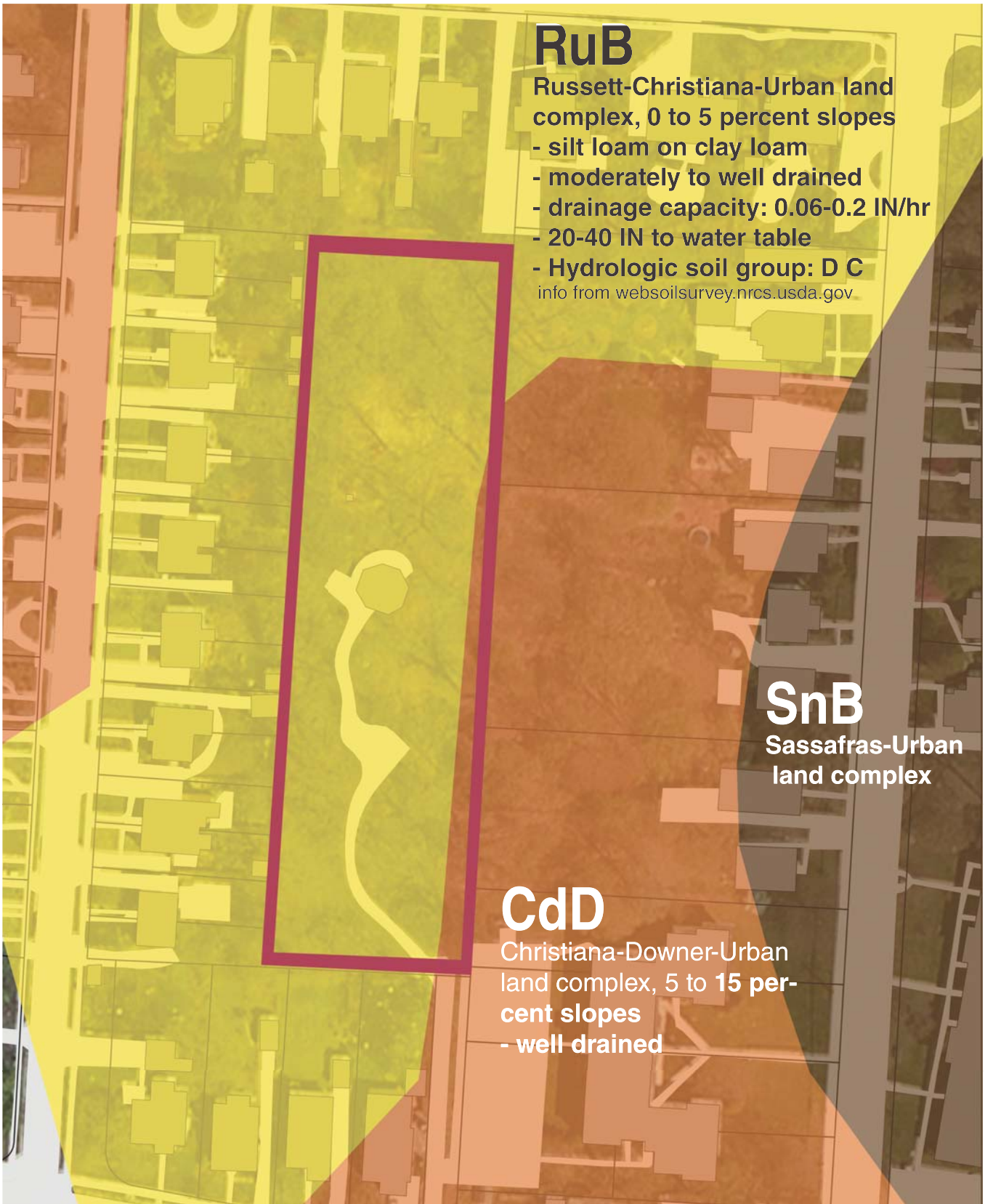


the
Neighborhood
DesignCenter

Site Analysis

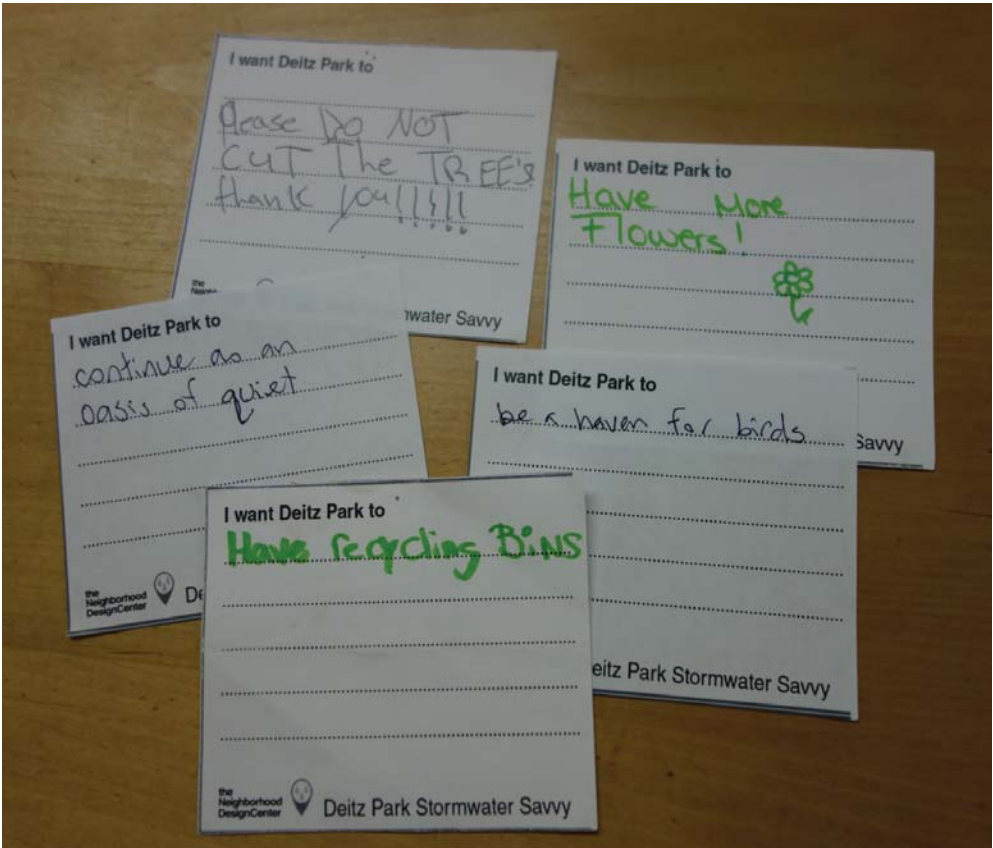


Water Flow Patterns



Soil Characteristics

3. Community Workshop



Agenda for May 30, 2015.

1. Introduction of NDC

2. Savvy Intro Game: Rose (great) -Thorn (not so great) -Bud (can be better)

goal: Understand weaknesses, strengths, and opportunities in and for the campus

3. Introduction to stormwater management - why it matters and what it is

4. Findings of site analysis

5. Savvy Games

goal: NDC wants you to re-think Deitz Park out of the box; that you walk away as a sustainable design expert, and NDC walks away with a deeper understanding of soft factors that influence & shape the park, and with concept ideas for the re-design.

game 1: Fill out the blanks

goal: define your goals (What do we want here?)

game 2: What's on your radar?

goal: Prioritize your goals in terms of what needs to happen as soon as possible, and what can wait

game 3: Design challenge - sketch your vision

goal: To get an expert concept that: 1. manages stormwater, 2. is easy to construct and maintain, and 3. is beautiful, effective, and serves/represents the park users today and tomorrow.

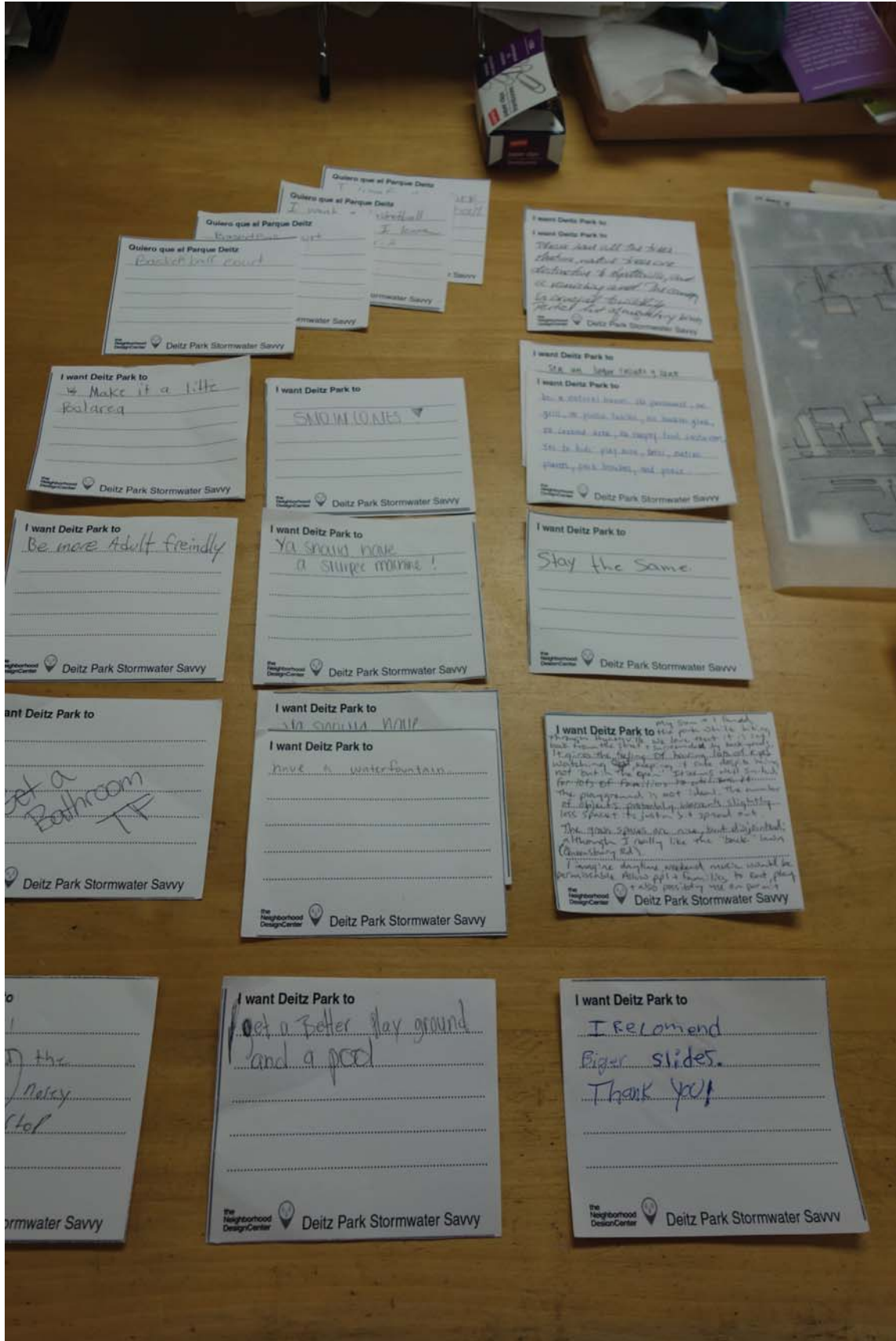
6. Present your ideas: How do they improve the campus & what are 3 top features.

goal: Get conversations about regenerative design solutions going, feeling out what the general consensus is, have fun!

7. Wrap up by NDC



Think Big Box



In order to gain as much insight as possible from the users of the park, we set up a comment box for two weeks ahead of the community workshop. We weren't sure what to expect, but found that the community really came through with some great, big ideas. There were of course a few off topic, probably teenage rebellion inspired comments, but mostly we found that those who came to the space appreciated the chance to play and enjoy nature and they had a lot of love for this park.

3b Workshop Outcomes: Community Comments

Features

- Have a basketball court (7 YES, 4 NO)
- Diverse/ Multi generational (4)
 - Where a range of individuals (families, teens, seniors) can come to enjoy their time safely and peacefully.
 - Multi-age appropriate playground games.
 - Be more adult friendly
 - Set up events: Install chess tables again and have a chess tournament for all ages.
- Water fountain (3)
- Get a bathroom (3)
- Movable park benches (3)
- Have a jungle gym, Slides (3)
 - Have a BIG slide!
 - I recommend bigger slides. Thank you!
- Improve playground (3)
 - Have a toddler-friendly playground (structures that no matter how high minimizing fall risk)
 - Modify equipment (young kids, older kids): tall features - tree house, bridge, no plastic junk; bike circle around playground.
- Pool (3)
- Put in another grill (3)
- Rain gardens (3)
 - Natural rain garden walking path - dry bed with bridges and sculptures.
- Monkey bars (2)
- Butterfly gardens (2)
- Community garden plots (there are long wait lists on local plots)(2)
- Acoustic concerts (2)
- Replace pavement with better environmental options
- Have open meeting place (like pavilion) that's open to light
- Upgraded picnic areas w. lawn games for families (giant jenga, beanbag toss, horseshoe).
- Recycling bins
- Involve community artists in putting up sculptures and kinetic art.
- Have more flowers
- Native plants
- Swales (No rocks)
- Learning garden in partnership with the middle school.
- Become known: poll through Hyattsville Life+ Times
- Way finding signage outside the park for cyclists.
- Do something against the mosquitoes.
- Slurpee machine, Snow cones

Security

- Have a second access point (3)
 - A second access unto Queensbury
 - Only one, un-welcoming entry into the park.
- Is there a possibility of opening more entries (and more “official” looking entries) into the park?
- More signs posted (2) saying call HCDC if see suspicious activity.
- Have more “eyes on the street” - maybe through a small dog park in the northern end. I don't know what else would bring people here during the day. (2)
- Improve security
- Encourage daytime visitors (e.g. day cares, seniors, stay at home moms)
- Include more safety features
- Glass recycling- no more broken glass!
- An area where there is enough of a presence to discourage undesirable behavior. One idea is to have sufficient vehicle access to allow for police patrol.
- Have a trail accessible to police cars for routine view and inspections of the park.
- Fence or shrubbery perimeter to deter visitors exiting through yards.
- Remember small park, surrounded by home owners.

Preserve the canopy

- Keep the trees (5)
- Be a haven for birds
- Please do not cut the trees. Thank you!!!!
- Please save all the trees. Mature, native trees are distinctive to Hyattsville, and a vanishing asset. The canopy is critical to wildlife.
- Partial list of migrating birds seen in Deitz Park this spring:
Scarlet Tanager, Baltimore Oriole, Black Throated Blue & Green Warblers, American Redstart, Blackburnian Warbler, Wood Thrush, Veery, Swainson's Thrush, Yellow Warbler, Pileated Woodpecker, many more.

Character

- Oasis of quiet (4)
- Be a natural haven:
 - No picnic tables, no pavement, no grill, no broken glass, no covered area, no trash.
- Lugar callado y lleno de naturaleza
- This is already a HUGELY BEAUTIFUL LOVELY little spot. So don't change its character but do try some small scale stuff
- Stay the same

Compiled Design Challenge Master Plans



This is a compilation of all the workshop participants' designs for the park.

3c Design Concept Development

Based on the community's input, discussions with the DPW staff, and our own observations, the over-arching design goals are established as:

- Manage the wet areas in a way that is effective, educational, habitat forming, and reduces runoff downstream.
- Encourage more family-friendly use of the park.

The City DPW had already begun pursuing improvements to the playground, so an additional goal of this design was to create a better space for the new play equipment.

Agreed upon features:

- Replace some turf with conservation landscaping
- Adapt the pathway where it crosses the drainage path
- Provide space for more designated activities
- Improve signage for the park and make entrance more inviting

Features to be developed:

- Additional activities that are acceptable to the surrounding community, for instance: chess, community gardens, adult outdoor exercise equipment, space for acoustic concerts

Improved Signage



Nature Play



Outdoor Community Activities



Conservation Landscaping



Community Review



3d Design Precedents

Ilma Lever Community Garden with wheel chair access



Bridge in Magruder Park



Nature Play at Westmoreland Park



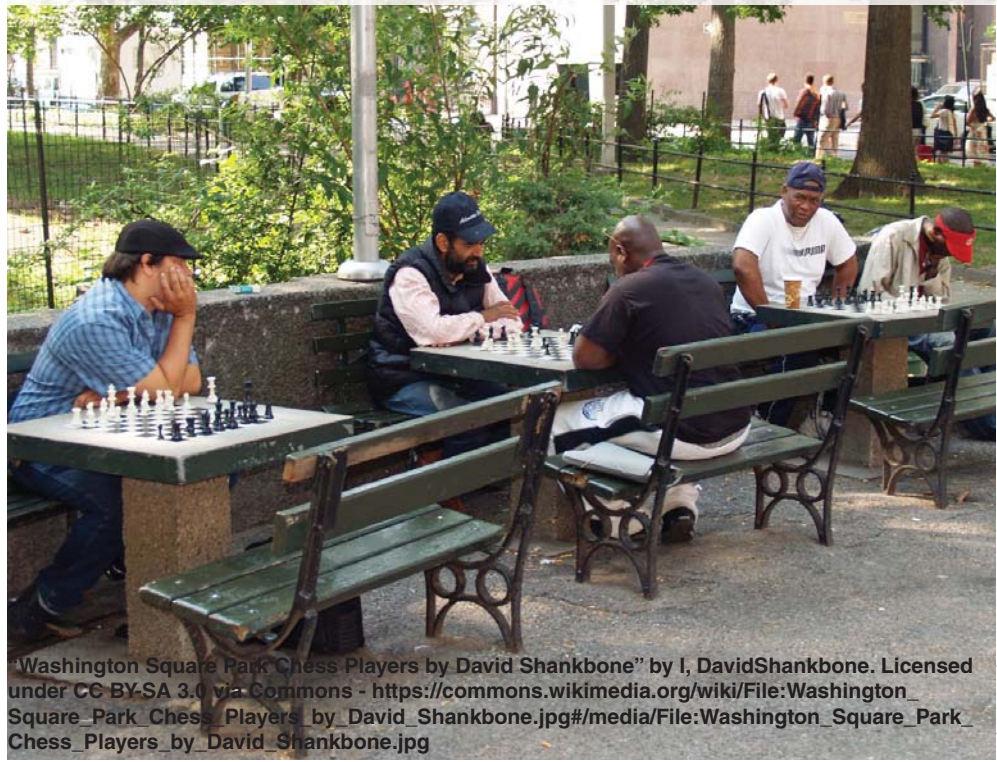
Spring Park in Takoma Park



Conservation Landscaping



Community Chess/Checkers Tables



Design Precedents

Signage improvements



Community Garden



Check dams and native plants



Brightly painted composting toilets



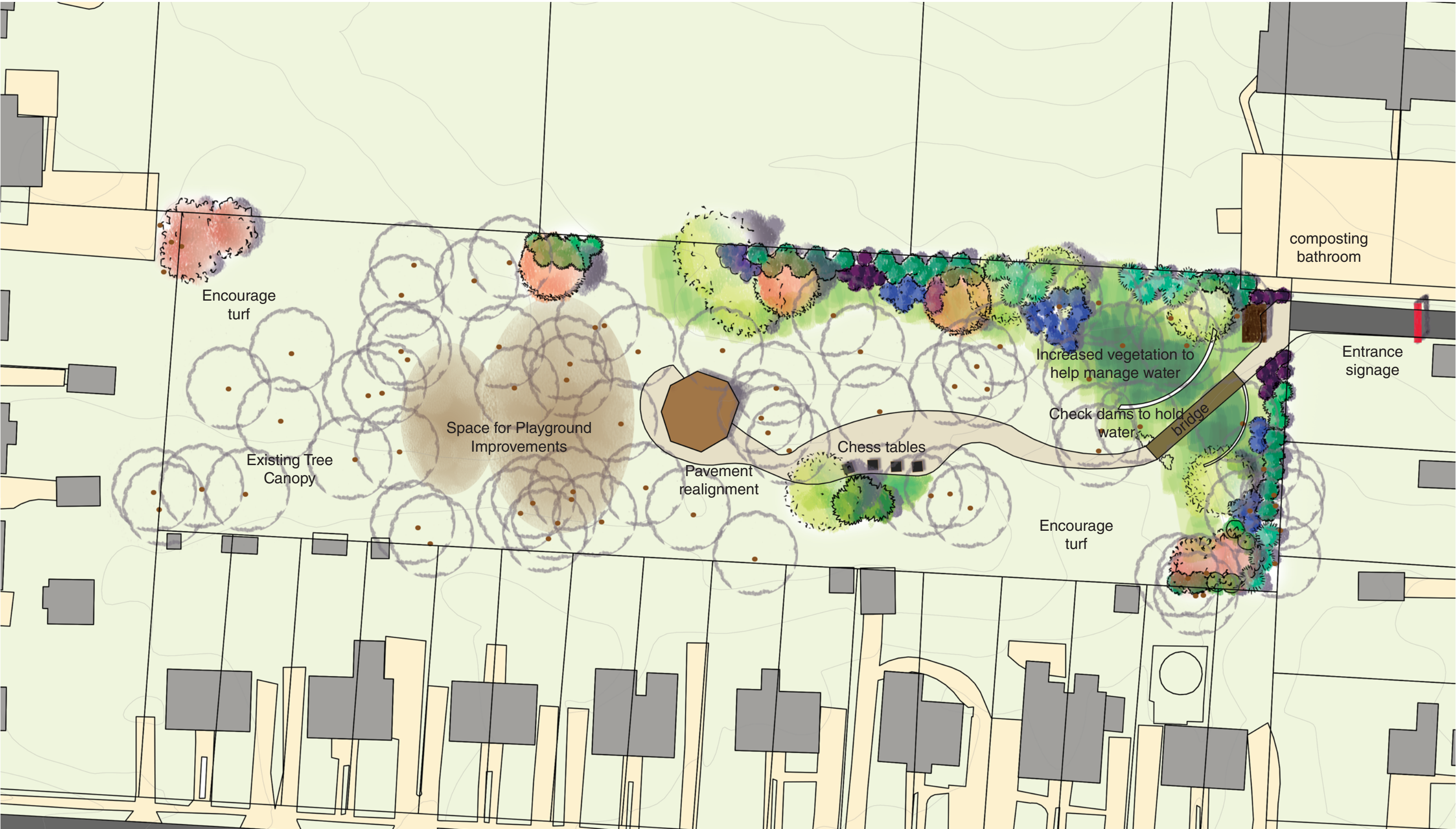
Community adult exercise stations



Check dams and native plants



5. Final Master Plan



5a Project: Plantings

The fantastic existing tree canopy and the abundance of wildlife were identified as well-loved features of the park and as such, we recognize that long-term planning to maintain a healthy canopy as well as increasing wildlife must include additional plantings. In addition, increasing biomass with woody plant material helps reduce runoff by increasing evapotranspiration and improving soil infiltration. Lastly, turf doesn't thrive in wet, shady areas, like this park, which makes muddy, uninviting places. Establishing better adapted plant communities where it's both wet and shady will improve aesthetics, while also increasing environmental functions. Turf should be focused where there are sunny spaces and additional tree plantings should allow for sunny pockets to make sure there are still great places for kids to run and play.

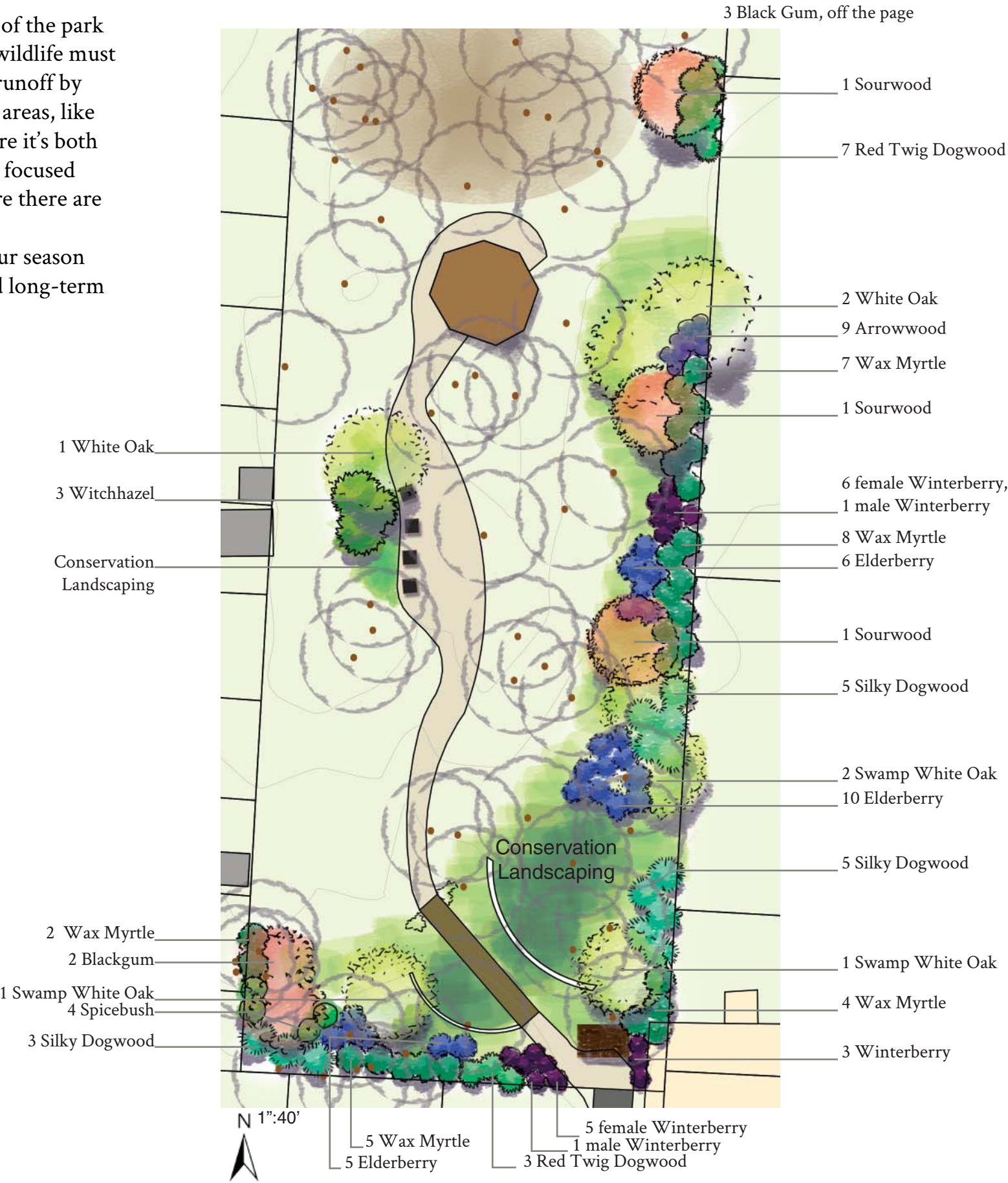
This planting plan utilizes species native to this region that are also tolerant of wet soil and provide four season aesthetic value. Herbaceous plant species are suggested, but should be chosen based on availability and long-term additions should be based on success rates as the plants get established.

Suggested Trees and Shrubs

Count	Common Name	Scientific Name
13	Silky Dogwood	<i>Cornus racemosa</i>
10	Red Twig Dogwood	<i>Cornus sericea</i>
3	Witchhazel	<i>Hamamelis virginiana</i>
2	male Winterberry	<i>Ilex verticillata</i> 'Southern Gentleman'
14	female Winterberry	<i>Ilex verticillata</i> 'Winters Red'
4	Spicebush	<i>Lindera benzoin</i>
26	Wax Myrtle	<i>Morella cerifera</i>
5	Blackgum	<i>Nyssa sylvatica</i>
3	Sourwood	<i>Oxydendrum arboreum</i>
3	White Oak	<i>Quercus alba</i>
4	Swamp White Oak	<i>Quercus bicolor</i>
21	Elderberry	<i>Sambucus canadensis</i>
9	Arrowwood	<i>Viburnum dentatum</i>

Suggested Perennials for Conservation Landscaping

Common Name	Scientific Name
Lady Fern	<i>Athyrium filix-femina</i>
Carex varieties	<i>Carex</i> species
Northern Sea Oats	<i>Chasmanthium latifolia</i>
Joe Pye Weed	<i>Eupatorium purpureum</i>
Cardinal flower	<i>Lobelia cardinalis</i> or <i>siphilitica</i>
Cinnamon Fern	<i>Osmunda cinnamomea</i>
Woodland Phlox	<i>Phlox divaricata</i>
Foamflower	<i>Tiarella cordifolia</i>



Project: Check Dams



Approximate location of check dams

The lower quarter of the park is dominated by a de facto drainage swale, gathering water from the surrounding homes before it enters a concrete ditch at the south-eastern most corner of the park, which carries water to the piped storm sewer network. We view this as a potential feature, adding to the habitat potential of the park. From the water quality point of view, we want to hold and slow as much water as possible. As many as two check dams are recommended, after the paving has been removed and replaced with a bridge. These will hold water back where the perc test found good rates of infiltration, and will create interest in the landscape. They should be constructed with stone in such a fashion that rocks can't be removed and pose a security risk to the neighbors, but also looks natural or rustic.



Project: Paving Realignment



Currently, the park has about 4900 sqft of paved surface. This plan suggests removing about 1000 sqft. Some would be removed where the existing swale crosses the pathway and be replaced by a bridge, improving water quality while also improving handicapped access to the park. The rest will be removed from places that currently don't offer any benefits to the function of the park. A small area of paving (about 600 sqft) could be expanded to provide space for new chess tables without impeding the walkway.



Project: Signage and amenities



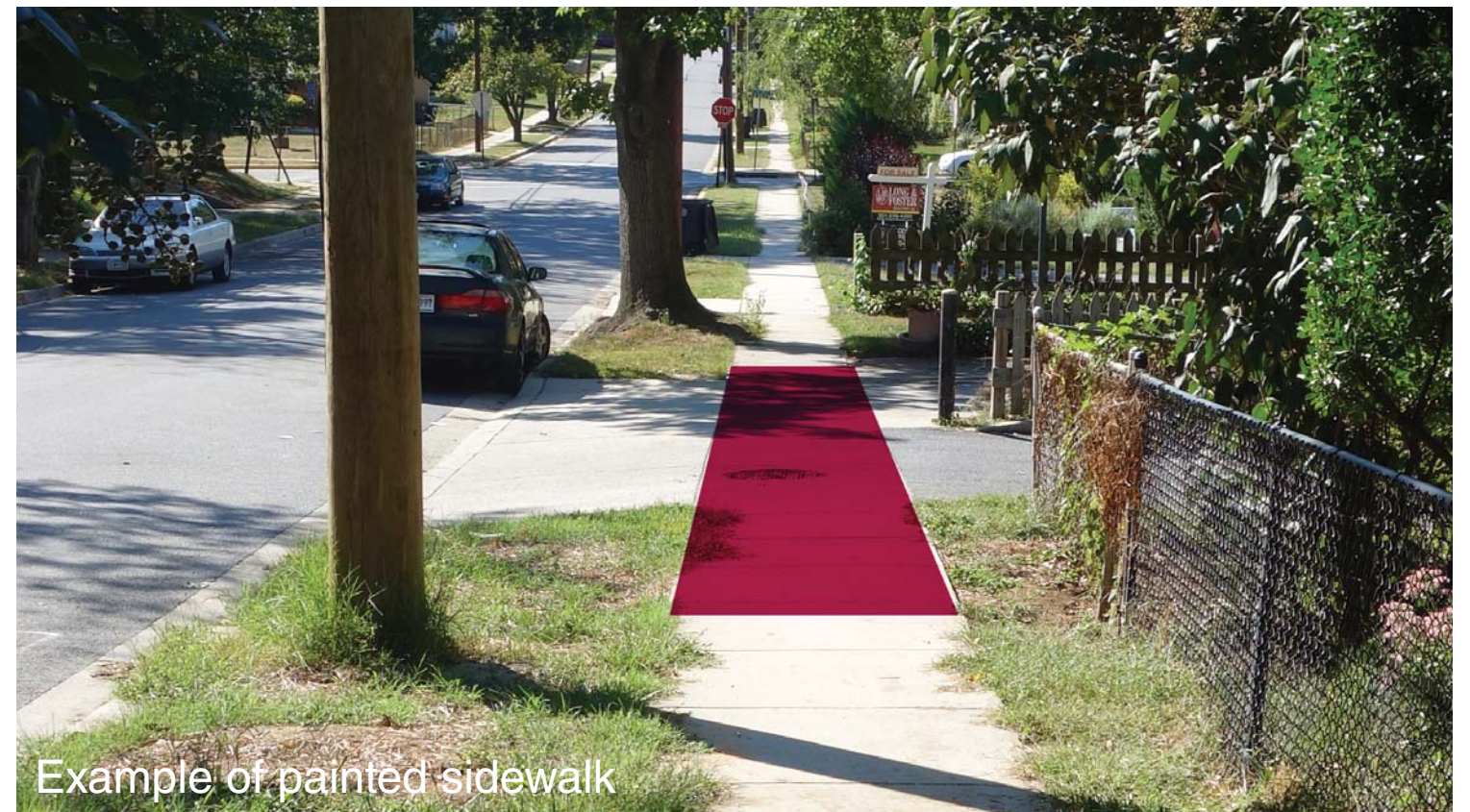
The entrance is easy to miss

The community had significant concerns about safety and nefarious dealings in the park. The general consensus was that the park needed more traffic to act as “eyes on the street.” Since a second access point can’t be added, increased visibility of the entrance will draw more users into the park. A large, brightly colored sign that is as close to the street as possible is suggested. Additionally, the sidewalk and pathway to the park can be painted to call attention without significant costs.

Community feedback also stated that providing a bathroom at the park will allow for more families to visit and stay for a while. A composting toilet can be added near the entrance, where there is space for it to be maintained.



Example of improved signage and painted pathway



Example of painted sidewalk



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Presentation

Agenda Section: Presentations (8:20 p.m. - 9:00 p.m.)

SUBJECT

Lighting Upgrades Update (15 minutes)

Motion #

Presentation Only

Recommendation:

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Memo_-_PEPCO_lighting_upgrades_2017.docx](#)

[Street Lights_Phases_Dark_02172017.pdf](#)

[Street Lights_Phases_Light_02172017.pdf](#)

Summary Background:

In March, 2015, Charles P. Johnson and Associates (CPJ) completed a comprehensive Lighting and Pedestrian Safety study. As expected, the study indicated that there were deficiencies with overall lighting in Hyattsville. The report cited deficiencies with the amount of lighting, the quality of lighting, and amount of coverage provided. The study recommended as an initial course of action, retrofitting existing lighting fixtures to LED to improve overall lighting conditions, and illumination levels.

The CPJ focus area was West Hyattsville. CPJ's comprehensive study supplied the staff with enough information to determine, through visual inspection, that there were lighting deficiencies in other areas of the City. The staff determined that managing the LED lighting upgrades in phases would be the most efficient way to complete retrofitting lamps on residential streets in West Hyattsville followed by an evaluation in the remaining areas of the City and provide additional feedback for Council consideration.

Next Steps:

Phase one has been completed and the new lights are in place. Phase One consisted of 21 new lights and 73 upgraded existing lights and total cost of \$94,710.62.

All of the site evaluation and inspections for Phase Two have been completed. Due to the size of the project area and the amount of data to record, staff separated Phase Two into two segments. The two segments, segment 2.0 and segment 2.1 will be completed simultaneously. The project scope for Phase Two includes: 68 new lights to be installed on existing poles, and 261 lights to be retrofitted to LED. This information has been turned into PEPCO for a cost proposal, we expect to have an estimate by June 2017 and the projected completion time is 120-160 days. The budget estimate for Phase Two is \$360,000.00.

Fiscal Impact:

\$500,000 was budgeted for West Hyattsville Lighting Improvements. \$94,710.62 was expended in FY2017 and \$360,000.00 is the current estimate for Phase Two in FY18.

City Administrator Comments:

The project remains within budget and the staff will continue to work closely with Pepco to ensure timely completion of the approved phases.

Community Engagement:

Staff will schedule community outreach meetings as needed.

Strategic Goals:

Ensure the Long-Term Viability of the City

Legal Review Required?

Complete



City of Hyattsville

Memo

To: Tracey Nicholson, City Administrator
From: Michael Schmidl, Facilities Manager
Date: February 21, 2017
Re: PEPCO Street Light Update

Background

In March, 2015, Charles P. Johnson and Associates (CPJ) completed a comprehensive Lighting and Pedestrian Safety study. As expected, the study indicated that there were deficiencies with overall lighting in Hyattsville. The report cited deficiencies with the amount of lighting, the quality of lighting and amount of coverage provided. The study recommended as an initial course of action, retrofitting existing lighting fixtures to LED to improve overall lighting conditions, luminance, and illumination levels.

The CPJ study area was focused on a large area of West Hyattsville. This comprehensive study supplied staff with ample information to determine, through visual inspection, that on residential streets throughout the City lighting was deficient. City staff determined that approaching the LED lighting upgrade in three phases would be the most efficient way to complete the retrofitting of street lamps on residential streets within the City.

With the information from the CPJ Study and the City GIS system, the staff conducted a field study and collected: PEPCO ID pole numbers, lamp wattage and current illumination, distance between poles, and current street conditions. Using the collected information and photometric data provided by PEPCO staff was able to make the recommended wattage changes and also specify additional lights on existing poles where needed.

The Council approved \$500,000 in the Capital Improvement Plan 2016 Budget for West Hyattsville Lighting Improvements.

Phase One

Phase one has been completed and the new lights are in place. Phase one consisted of 21 new lights and 73 upgraded existing lights and total cost of \$94,710.62 (See Phase One map).

Phase Two

All of the site evaluation and inspections for Phase Two have been completed. Due to the size of the project area and the amount of data to record, the staff separated Phase Two into two segments. The two segments, segment 2.0 and segment 2.1 will be completed simultaneously. The project scope for Phase Two includes: 68 new lights to be installed on existing poles, and 261 lights to be retrofitted to LED. This information has been turned into PEPCO for a cost proposal, we expect to have an estimate by June 2017. The approximate budget for Phase Two is \$360,000.00. Following lighting upgrades and replacements, the staff will conduct an analysis of any remaining requirements before closing out this phase.

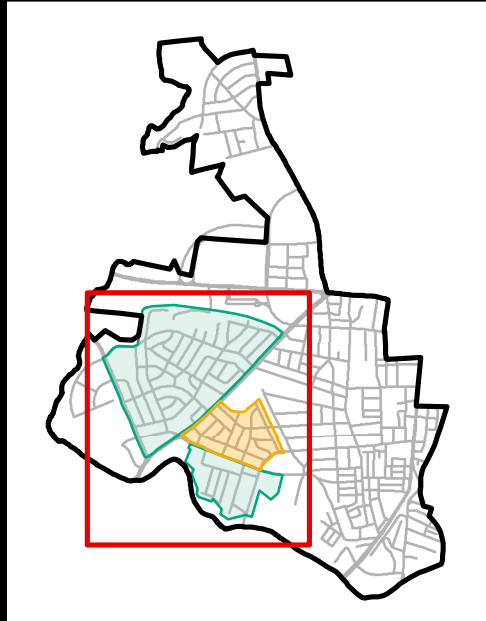
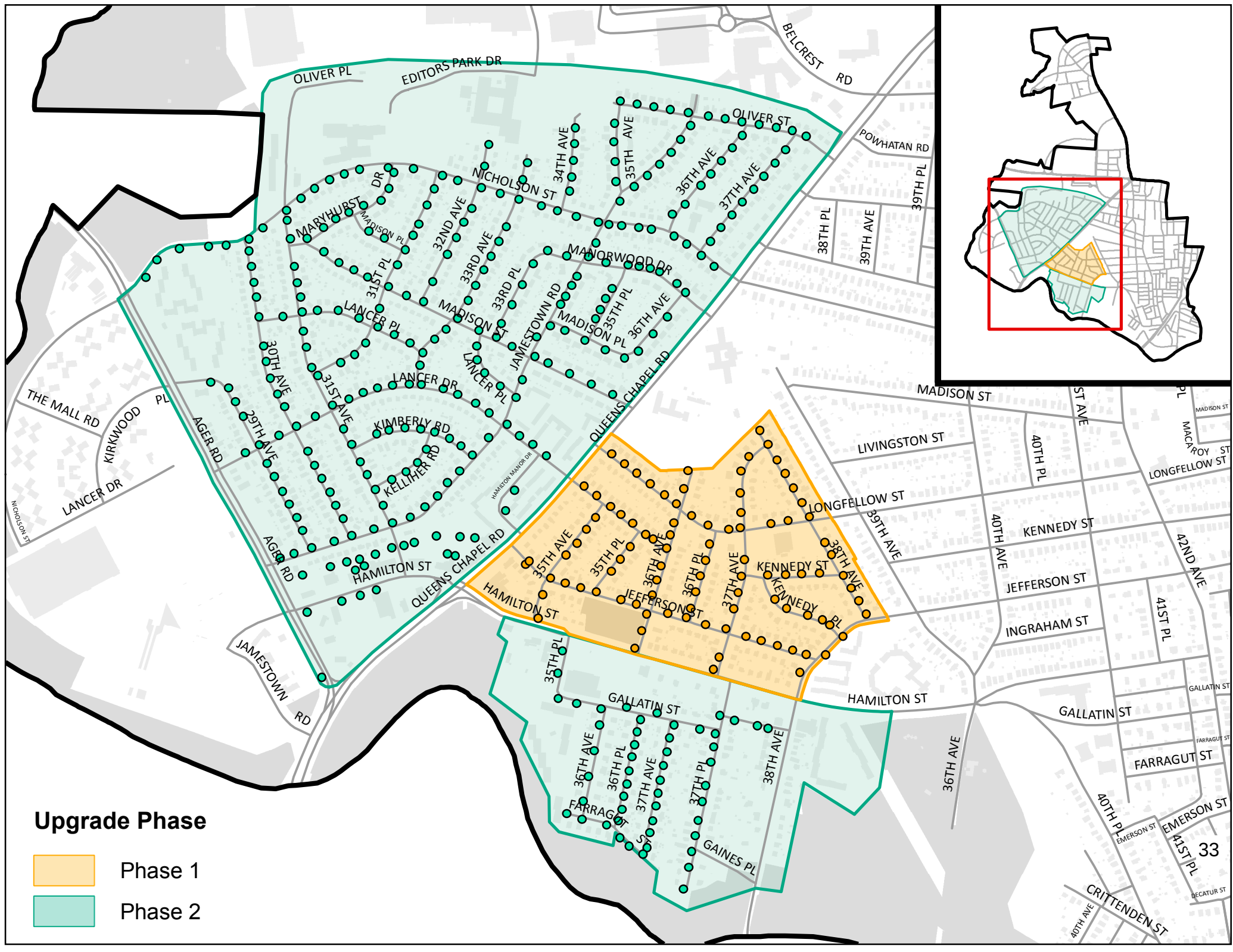
Phase Three

With the findings from the CPJ study, the staff will continue to evaluate the remainder of the street lights in residential areas. If a need is identified, the staff will make a recommendation to expand the project beyond West Hyattsville. If approved, Phase Three would include areas from 38th Avenue to the City boundary on the East, and from Jefferson St. to the City boundary to the south.



Upgrade Phase

- Phase 1
- Phase 2





Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Presentation

Agenda Section: Presentations (8:20 p.m. - 9:00 p.m.)

SUBJECT

University Hills Project Update (15 minutes)

Motion #

Presentation Only

Recommendation:

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Memo_-_University_Hills_Update_-_edits_LR_final.docx](#)

Summary Background:

The University Hills Sidewalk and Street Rehabilitation Project to upgrade curbs, sidewalks, and roadways in the University Hills area of the City began in the summer of 2015. The project was divided into 3 phases with an estimated cost of \$3,000,000.00, to be completed over a 3-year period. Phase One of the project was completed in the fall of 2016. Phase 2 is currently in progress, and anticipated to be complete in the summer of 2017. Phase 3 of the project is projected to begin shortly thereafter and completed in the summer of 2018. Design concepts for this phase are currently under review.

Next Steps:

Phase 3 planning will include developing the design for Wells Blvd and Rosemary Lane. It will also include low impact design and green streets methodology, improvements to pedestrian safety, effective storm water mitigation, and an assessment of the existing tree canopy. Pony Trail Lane, Bridle Path Lane, Hitching Post Lane, Calverton Drive, and the dead end section of Stanford Street will also be assessed for sidewalk and curb installation and/or replacement.

Fiscal Impact:

The funds for this project are in the Capital Improvements Budget.

City Administrator Comments:

Project is on time and projected to remain schedule. The City has received positive feedback on improvements made to-date.

Community Engagement:

We anticipate scheduling a community meeting in early spring of 2017 and an additional meeting in fall or early winter of 2017/2018. We will use these meetings to update residents about Phase 2 ongoing work and proposed work on Phase 3. Phase 3 may include significant design modification and will need community support and ultimately may require the City Council approval.

Strategic Goals:

Ensure the Long-Term Viability of the City

Legal Review Required?

Complete



Memo

To: Tracey Nicholson, City Administrator
From: Hal Metzler, Project Manager
CC: Lesley Riddle, Director of Public Works
Date: February 16, 2017
Re: University Hills Street and Sidewalk Rehabilitation Project

The University Hills Sidewalk and Street Rehabilitation Project to upgrade curbs, sidewalks, and roadways in the University Hills area began in the summer of 2015. The project was divided into 3 phases to be completed over a 3-year period with an estimated cost of \$3,000,000.00.

Phase 1

Phase One stage of the University Hills Project was completed in the fall 2016. During this phase, construction was completed on the following streets:

- Stanford Street – Curb, gutter and overlay of street asphalt
- Adelphi Road to Gumwood – Curb, gutter, and overlay of street asphalt
- Notre Dame to Adelphi Road - Curb, gutter, and overlay of street asphalt
- Rosemary Lane and Gumwood to the dead-end - Sidewalk, curb, gutter, mill and overlay of street asphalt
- Gumwood to the 3200 Block - Sidewalk, curb, gutter, mill and overlay of street asphalt

Phase 2

Phase Two construction on the University Hills Project is ongoing. We anticipate completion of this phase during the summer of 2017. The following work has been completed in Phase Two:

- Rutgers, Perdue, and Pennsylvania Streets - curb and gutter replacement
- Claymore Ave -sidewalk replacement and new Installation, curb and gutter replacement

Our contractor, NZI Construction is currently off site until the weather and temperatures become more predictable. When NZI returns they will continue with sidewalk, and curb and gutter installation on Gumwood Drive from the end of phase One to Wells Blvd. Once all the concrete work is done the roads will be milled and overlaid.

Phase 3

Phase Three of the University Hills Project is projected to be completed in the summer of 2018. Considerations for design include:

- Wells Blvd and Rosemary Lane which is currently in the design process. Considerations for utilizing Low Impact Design and green streets methodology have been discussed and presented in a community meeting in fall of 2016. The design will also consider pedestrian safety improvements, effective mitigation of storm water, and assessing and improving the existing tree canopy
- Pony Trail Lane, Bridle Path Lane, Hitching Post Lane, Calverton Drive, and the dead end section of Stanford Street will be assessed for sidewalk and curb replacement or installation as needed.

Next Steps

We anticipate scheduling a community meeting in the spring of 2017 and an additional meeting in the fall or early winter of 2017/2018. We will use these meetings to update residents about Phase Two ongoing work and proposed work on Phase Three. As a result of community input and staff analysis, Phase Three may include significant design modifications and a requirement for City Council approval to any substantial changes.



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Laura Reams

Submitting Department:

Item Type: Contract

Agenda Section: Consent Items

SUBJECT

Approval of Election Services Vendor for Election 2017

Motion

135-02-FY17

Recommendation:

I move that the Mayor and Council approve the recommendation of the Board of Supervisors of Elections to select ELECTEC, Inc., to be the City's election machine and services vendor for the Biennial Election to be held on Tuesday, May 2, 2017 and to authorize the City Administrator to execute the contract in an amount not to exceed \$22,000. This contract has been reviewed and approved by the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[20170502_City of Hyattsville_Estimate of Cost_Election Day.pdf](#)

[20170502_City of Hyattsville_Estimate of Cost_Paper Ballot Printing and Judge Training.pdf](#)

[20170502_City of Hyattsville_Estimate of Cost_VAC Cards.pdf](#)

[20170502_City of Hyattsville_Estimate of Cost_Early Voting.pdf](#)

Summary Background:

The Board of Supervisors of Elections recommends that the City execute a contract for Election services with ELECTEC, Inc., for the May 2017 Election. The contract will include the rental of electronic voting machines, preparation of ballots (including vote-by-mail and provisional ballots), election judge training, printing of Voter Authority Cards (VACs) for City-only voters and an on-site technician for Early Voting and Election Day.

The attached estimate of services is separated into 4 invoices, as follows.

1. Two (2) days of Early Voting, scheduled for Saturday April 22 and Saturday April 29
2. Election Day Services
3. Preparation and Printing of Voter Authority Cards (VAC) Cards for City-only voters
4. Election Judge Training and Vote-by-Mail ballot Printing

The City has budgeted funds of \$25,000 for equipment rental for the 2015 election. This estimate is \$3,000 under budget.

Next Steps:

Upon approval, the City Administrator will execute the contract. The Board of Supervisors of Elections and City staff will work with the Election vendor to coordinate and implement all early voting and Election Day activities.

Fiscal Impact:

\$22,000

City Administrator Comments:

Recommend Approval

Community Engagement:

Postcards announcing candidate & voter registration period will be mailed to City households. The Election Board and staff have several upcoming voter registration events planned.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

Complete

ELECTEC ELECTION SERVICES, INC.			
10 Eagle Avenue, Suite 800, PO Box 791, Mt. Holly, NJ 08060			
(800) 833-9912 Fax (609) 267-8072			
ESTIMATE OF COST			
(ELECTION DAY - VOTING MACHINES)			
TO:		DATE:	2/2/2017
Laura Reams, City Clerk		DATE OF ELECTION:	Tuesday, 5/2/2017
City of Hyattsville		TIME OF ELECTION:	7am to 8pm
4310 Gallatin Street		TYPE OF ELECTION:	City Election
Hyattsville, MD 20781		TYPE OF MACHINE:	Electronic
Phone: 301-985-5009		LOCATION(S):	Five (5)
Fax: 301-985-5007			
1242 ELECTRONIC VOTING MACHINES			
	Quantity	Cost Per Machine	ESTIMATED COST
Ordered Machines	10	\$425.00	\$4,250.00
Transportation	10	\$225.00	\$2,250.00
Fuel Surcharge 10%			\$225.00
MACHINE BALLOT PREPARATION & PRINTING			
ITEM	QUANTITY	ESTIMATED COST	
Sample Ballots (Full machine size)	5		
Official Machine Ballots	10		
Total Cost for Ballot Preparation and Printing to Include Spanish on all machine ballots and audio on one memory cartridge in each ward			\$2,600.00
TECHNICIAN SERVICES			
Technician(s)	Number of Hours	Cost Per Hour	ESTIMATED COST
1	18	\$45.00	\$810.00
TRAVEL & LODGING EXPENSE			
			ESTIMATED COST
			\$525.00
Sub-Total			\$10,660.00
Spanish Ballots Discount			-\$1,785.00
TOTAL ESTIMATED COST			\$8,875.00

ELECTEC ELECTION SERVICES, INC.		
10 Eagle Avenue, Suite 800, PO Box 791, Mt. Holly, NJ 08060		
(800) 833-9912 Fax (609) 267-8072		
ESTIMATE OF COST (PAPER BALLOT PRINTING/JUDGE TRAINING)		
TO:	DATE:	2/2/2017
Laura Reams, City Clerk	DATE OF ELECTION:	Tuesday, 5/2/2017
City of Hyattsville	TIME OF ELECTION:	7am to 8pm
4310 Gallatin Street	TYPE OF ELECTION:	City Election
Hyattsville, MD 20781		
Phone: 301-985-5009		
Fax: 301-985-5007		
ABSENTEE BALLOT PREPARATION, PRINTING & SCANNING		ESTIMATED COST
Rental of One Absentee Scanner		\$750.00
Absentee Preparation and Printing of Ballots for five wards (400 ballots @ \$.80 each)		\$320.00
<i>Quantity</i>	<i>Price Per Ballot</i>	
0-500	\$.80	
501-1000	\$.75	
1001-1499	\$.65	
PROVISIONAL BALLOT PREPARATION AND PRINTING		ESTIMATED COST
Provisional Preparation and Printing of Ballots for five wards (Total 100 @ \$.80 each)		\$80.00
<i>Quantity</i>	<i>Price Per Ballot</i>	
0-500	\$.80	
501-1000	\$.75	
1001-1499	\$.65	
Rental - 1 Ballot Box		No Charge
Rental - Ballot Booth		No Charge
EARLY VOTING VOTING MACHINE TRAINING		ESTIMATED COST
Early Voting Chief Judges/Judges Training - 4/21/2016 7pm-9pm		\$750.00
Preparation and Delivery of Two Machines for Training		No Charge
ELECTION DAY VOTING MACHINE TRAINING		ESTIMATED COST
Election Day Chief Judges/Judges Training - One Session 6pm-8pm (Date TBD)		\$750.00
Preparation and Delivery of Two Machines for Training		No Charge
Preparation and Delivery of Additional Three Machines for Training		\$575.00
TOTAL ESTIMATED COST		\$3,225.00

ELECTEC ELECTION SERVICES, INC.		
10 Eagle Avenue, Suite 800, PO Box 791, Mt. Holly, NJ 08060		
(800) 833-9912 Fax (609) 267-8072		
ESTIMATE OF COST (PREPARATION AND PRINTING VAC CARDS FOR NON CITIZEN VOTERS)		
TO:	DATE:	2/2/2017
Laura Reams, City Clerk	DATE OF ELECTION:	Early Voting Saturday, 4/22/2017 Saturday, 4/29/2017
City of Hyattsville		Election Day Tuesday, 5/2/2017
4310 Gallatin Street	TYPE OF ELECTION:	City Election
Hyattsville, MD 20781		
Phone: 301-985-5009		
Fax: 301-985-5007		
PREPARATION OF VAC CARDS		
	ESTIMATED COST	
One Time Set Up Fee	\$200.00	
PRINTING OF VAC CARDS		
	ESTIMATED COST	
Quantity: 250	\$355.00	
Sub Total	\$555.00	
Customer Discount - No Charge for One Time Set Up Fee	-\$200.00	
TOTAL ESTIMATED COST	\$355.00	
ADDITIONAL INFORMATION:		
Pricing Includes: Graphic Design, 67# Yellow Vellum Bristol; One side Print with Black Ink, Cut to 8.5" x 3.25"; Includes variable data from spreadsheet to be submitted by customer to Electec by no later than 4/12/2017. Customer requests receipt of final printed VAC Cards by no later than 4/19/2017.		
Upon receipt of executed contract, Sample of VAC Card to be provided to customer for approval.		

ELECTEC ELECTION SERVICES, INC.			
10 Eagle Avenue, Suite 800, PO Box 791, Mt. Holly, NJ 08060			
(800) 833-9912 Fax (609) 267-8072			
ESTIMATE OF COST (EARLY VOTING MACHINES)			
TO:		DATE:	2/2/2017
Laura Reams, City Clerk		DATE OF ELECTION:	Early Voting: 2 Days Saturday, 4/22/2017 Saturday, 4/29/2017
City of Hyattsville		TIME OF ELECTION:	4/22/2017 -9am-7pm 4/29/2017 - 11am-7pm
4310 Gallatin Street		TYPE OF ELECTION:	City Election
Hyattsville, MD 20781		TYPE OF MACHINE:	Electronic
Phone: 301-985-5009		LOCATION(S):	One Location
Fax: 301-985-5007			
1242 ELECTRONIC VOTING MACHINES			
	Quantity	Cost Per Machine Per Day	ESTIMATED COST
Ordered Machines	5	\$425 per day per machine	\$4,250.00
Transportation	5	\$225.00	\$1,125.00
Fuel Surcharge 10%			\$112.50
MACHINE BALLOT PREPARATION & PRINTING			
ITEM	QUANTITY	ESTIMATED COST	
Sample Ballot (Full Machine Size)	5		
Official Machine Ballots	5		
Total Cost for Ballot Preparation and Printing to Include Spanish on all machine ballots and audio on one memory cartridge in each ward			\$1,750.00
TECHNICIAN SERVICES			
Technician(s)	Number of Hours	Cost Per Hour	ESTIMATED COST
1	24	\$45.00	\$1,080.00
TRAVEL AND LODGING EXPENSE			
			ESTIMATED COST
			\$575.00
VOTING MACHINE STORAGE BETWEEN EARLY VOTING DATES			
			\$500.00
Sub Total			\$9,392.50
Customer Discount - No Charge to store voting machines.			-\$500.00
TOTAL ESTIMATED COST			\$8,892.50



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

Agenda Section: Consent Items (9:00 p.m. - 9:05 p.m.)

SUBJECT

2017 Anniversary Carnival Contract: M&M Attractions

Motion #

136-02-FY17

Recommendation:

I move that the Mayor and Council authorize the City Administrator to enter into a contract with M&M Attractions to provide carnival services for the 2017 City Anniversary Carnival. This contract has been approved by the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Carnival Contract_cover.pdf](#)

[Carnival Contract 2017.pdf](#)

Summary Background:

The City's 131st Anniversary will be celebrated this spring, and staff seeks authorization to contract with M&M Attractions for carnival services. Staff was pleased with M&M's services for the 2016 Carnival, which included rides, games, and food vendors.

The City does not pay for these services. Rather the carnival company compensates the City for the opportunity. For accounting purposes, we will record all of the revenue generated at the Carnival, as well as the percentage retained by the City.

The City earns the following:

- * 20% of ride gross for ticket sales
- * 10% of sales from food stands
- * \$25 per game booth

Next Steps:

Authorization to enter into agreement with M&M Attractions.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

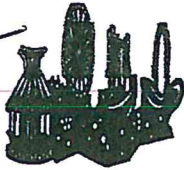
The City Carnival will be held April 27-30.

Strategic Goals:

SG5 - Strengthen the City's Identity as a Diverse, Creative and Welcoming Community.

Legal Review Required?

Complete.



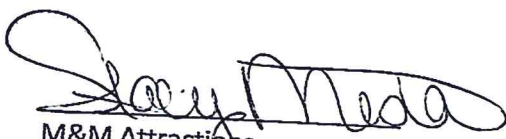
M&M ATTRACTIONS, LLC. AMUSEMENTS RIDES

8937 WALTER MARTZ ROAD, FREDERICK, MARYLAND 21702
240-626-7347/240-409-9889

This agreement is made on 2/10/17 between M&M Attraction's
and City of Hyattsville ("Sponsor").

1. THE EVENT. Sponsor and M&M agree to the event from April 27 2017 through and including April 30th. The lot dates are April 24 through April 30th. The event dates and the hours of operation on those dates shall be Thurs 5-9 Fri 4-10 Sat 12-4 Sun 12-4. The event shall occur at real property know as Magruder Park. The ticket prices shall be as follows Single tickets \$1
Family Pack \$18 Armbands \$20
2. SPONSOR'S RIGHTS AND DUTIES: Sponsor shall provide suitable location for rides for safe erection and operation of rides. Location to be as level as possible. If location is not sponsor's property, written permission from owner should be submitted to M&M Attractions. Sponsor shall obtain and pay for all permits, licenses, or use fees which may be required for this event. Sponsor agrees to provide ticket sellers during the hours of operation. Sponsor is solely responsible for the proper performance of their ticket seller's duties. Sponsor will not book or allow any conflicting attractions without the consent of M&M Attractions.
3. M&M ATTRACTIONS RIGHTS AND DUTIES: M&M will have sole and exclusive rights to select, manage, and operate all rides, games and food concessions at the event which will consist of 12-15 amusement rides, 108 game trailers, and 2 food concession trailers. M&M shall have exclusive privilege for the games and food concessions. No duplicate games or food trailers will be allowed. M&M shall furnish the necessary electricity for the event. M&M will provide at its expense poster advertising. M&M will pay sponsor 25 per game trailer. 10% of food trailers
4. PAYMENT: M&M Attractions shall pay sponsor 20 % after a 10 % amusement tax is collected. The payment from the rides gross percentage, along with a ticket report, will be available at the end of the event. M&M will be paid its share from the gross ride tickets sales based on the actual number of tickets sold or not present as indicated by the sequential numbering on the tickets. Any shortage will be debited solely from the Sponsor's revenue.
5. INSURANCE: M&M shall maintain for its own protection during the event public liability, property damage relating to the operation of the event. Sponsor and any property owner identified by the sponsor shall be named as additional insured's on M&M's general liability insurance policy for any act done or conditions caused by M&M, and M&M shall provide certificates of insurance upon request.

6. **NON COMPETITION:** The sponsor shall not book or sponsor, directly or indirectly, any other show, event, amusement, midway, concession, or attraction of a similar nature to M&M operations at any time during the period beginning 30 days prior to the first day of this event and ending 15 days after the last day of that period. Sponsor shall also take all reasonable steps to prevent any other shows, exhibits, amusements, concessions, midways, or attractions from exhibiting, playing, or operating within a reasonable radius of this event site during the period of this event.
7. **EXCUSE FOR NON-PERFORMANCE:** Sponsor shall not hold M&M liable for damages, or responsible in any way, if M&M is prevented from exhibiting, playing, or operating any of said events by reason of an act of God, riot, strike, fire, weather, illness, war, lockouts, energy shortage or illegality.
8. **LEGAL ACTION:** In the event a legal action is filled for breach of this contract, the party in whose favor final judgment is entered shall be entitled to recover from the other party reasonable counsel fees as filed by the court entering the final judgment.
9. **LIQUIDATED DAMAGES:** If the sponsor fails to obtain the proper permits to operate as scheduled, the Sponsor agrees to pay M&M the average daily income at each of the four prior engagements of M&M. That amount is due as liquidated damages for each day of the scheduled operation.
10. **CANCELLATION:** M&M reserves the right to cancel this contract by giving Sponsor written notice of 30 days prior to the start of this event.
11. **AGREEMENT IN WRITING:** No change or addition to the terms of this contract is valid or binding unless it is in writing and accepted by both the Sponsor and M&M Attractions.
12. This proposal may be withdrawn by M&M Attractions if not accepted within 30 days.


M&M Attractions
8937 Walter Martz Road
Frederick, Maryland 21702
240-626-7347

Sponsor

2/10/17
Date

Date



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Contract

Agenda Section: Consent Items

SUBJECT

Auction of Solid Waste Vehicle

Motion #

137-02-FY17

Recommendation:

I move that the Mayor and Council approve the auctioning of decommissioned Solid Waste Vehicle 88 - 1998 Chevrolet 2500, to Colonial Auto Auction, Upper Marlboro, MD

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Arlington Contract.pdf](#)

[Colonial Auction Letter.pdf](#)

Summary Background:

Solid Waste Vehicle 88, 1998 Chevrolet 2500 is 19 years old and beyond its useful life. Staff is requesting that we decommission the vehicle and use Colonial Auto Auction to sell the Vehicle. We currently ride off the contract that Colonial Auto Auction has with Arlington, Virginia.

Next Steps:

With Council approval the vehicle will be picked up by a representative of Colonial Auto Auction and sold.

Fiscal Impact:

Colonial Auto Auction will remit payment to Finance once the Vehicle is sold. Colonial Auto Auction retains 2% of the sales price per the contract rider.

City Administrator Comments:

Recommend Approval

Community Engagement:

None

Strategic Goals:

Foster Excellence in all City Operations

Legal Review Required?

Complete

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF CONTRACT EXTENSION

TO: KHAN ENTERPRISES D/B/A COLONIAL AUCTION SERVICES
13200 OLD MARLBORO PIKE
UPPER MARLBORO, MD 20772

DATE ISSUED: MARCH 19, 2014

CONTRACT NO: 107-11

CONTRACT TITLE: AUCTION SERVICES

THIS IS A NOTICE OF CONTRACT EXTENSION AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

THIS IS YOUR NOTICE THAT THE ABOVE-REFERENCED CONTRACT IS EXTENDED ON A MONTH-TO-MONTH BASIS AT THE SAME PRICE, TERMS AND CONDITIONS UNTIL A NEW CONTRACT IS AWARDED.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 107-11 and the bid of the Contractor, incorporated herein by reference.

CONTRACT PRICING:

- 1) PRICING FIRM FOR CONTRACT TERM.
- 2) CATEGORY A (AUTOMOTIVE): 2.5% OF GROSS SALE PRICE
- 3) CATEGORY B (MISCELLANEOUS): 15% OF GROSS SALE PRICE

ATTACHMENT:

SPECIFICATIONS EXCERPT
COG RIDER CLAUSE

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: AHMED KHAN
VENDOR PAYMENT TERMS: NET 30 DAYS
EMAIL ADDRESS: colonialauto auction1@verizon.net
COUNTY CONTACT: BRUCE FORTUNE
COUNTY EMAIL: bfortune@arlingtonva.us

VENDOR TEL. NO.: 301-627-7575
VENDOR FAX. NO.: 301-627-0659
COUNTY TEL. NO.:
703-228-7862

CONTRACT AUTHORIZATION

DISTRIBUTION

Ivette Gonzalez
Ivette Gonzalez, COFB
Procurement Officer

3/19/14
DATE

BID FOLDER: 1

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 107-11

BID FORM PAGE 1 OF 3

SUBMIT TWO SIGNED BID FORMS (ONE FORM SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER MAY BE A PHOTOCOPY OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 3:00 P.M., MAY 3, 2011

FOR PROVIDING AUCTION SERVICES PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:

THE OFFICIAL, TRUE, AND COMPLETE COPY OF THE SOLICITATION DOCUMENTS, WHICH SHALL INCLUDE ALL AMENDMENTS THERETO, IS THE HARD COPY OF THE DOCUMENTS AVAILABLE FROM THE OFFICE OF THE PURCHASING AGENT.

AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS PROVIDED AT THE COUNTY'S WEBSITE ([HTTP://WWW.ARLINGTONVA.US/PURCHASING](http://www.arlingtonva.us/purchasing)) IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH MUST BE ACKNOWLEDGED ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

EACH BIDDER IS RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

PROVIDING AUCTION SERVICES AT THE COMMISSION IDENTIFIED BELOW:

CATEGORY A ITEMS: 2.5 % FROM GROSS SALE PRICE

CATEGORY B ITEMS: 15 % FROM GROSS SALE PRICE

IDENTIFY THE NEWSPAPER (WITH CIRCULATION IN ARLINGTON COUNTY) TO BE USED IN ADVERTISING AUCTION SALES:

THE WASHINGTON POST, THE BALTIMORE SUN

BIDDERS SHALL INCLUDE THE FOLLOWING WITH THEIR BIDS:

1. All SUBMISSION REQUIREMENTS UNDER ITEM NO. 28 (BEST VALUE BID SUBMISSION REQUIREMENTS).
2. A "SAMPLE" MONTHLY REPORT LISTING OF ITEMS SOLD. (REFER TO SECTION 3.1, LETTER F, UNDER SCOPE OF SERVICES).

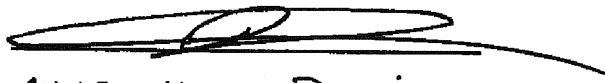
CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of, or affected by, any act of collusion with another person (under Virginia Code Section 59.1-68.6 et seq.), engaged in the same

BID FORM PAGE 2 OF 3

line of business or commerce; or any act of fraud punishable under Article 1.1 of the Virginia Governmental Frauds Act (Va. Code §18.2-498.1 et seq.).

THIS BID FORM MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY BIND THE BIDDER, OR THE BID WILL BE REJECTED:

AUTHORIZED SIGNATURE



PRINT NAME AND TITLE AHMED KHAN, PRESIDENT

INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS BID (I.E. PROJECT MANAGER):

NAME (PRINTED): MARY EHRLICH TEL. NO.: 301-627-7575

E-MAIL ADDRESS: MWEICH @ COLONIAL AUTO AUCTION. COM

SUBMITTED BY: (LEGAL NAME OF FIRM) <u>Khan Enterprises T/A Colonial Auction</u>						
ADDRESS: <u>13200 Old Marlboro Pike</u>						
CITY/STATE/ZIP: <u>Upper Marlboro MD 20772</u>						
TELEPHONE NO: <u>301-627-7575</u>	FACSIMILE NO.: <u>301-627-0659</u>					
TAX ID NUMBER (EIN/SSN):						
THIS FIRM IS A: • INSERT NAME OF STATE <u>MARYLAND</u> ☒ CORPORATION, ☐ GENERAL PARTNERSHIP, ☐ LIMITED PARTNERSHIP, ☐ UNINCORPORATED ASSOCIATION, ☐ LIMITED LIABILITY COMPANY, ☐ SOLE PROPRIETORSHIP						
IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? <u>Yes</u>						
BIDDER STATUS:	MINORITY OWNED:		WOMAN OWNED:		NEITHER:	

SPECIFICATIONS EXCERPT

FOR THE PROVISION OF AUCTION SERVICES FOR UP TO A FIVE (5) YEAR PERIOD.

1. SCOPE OF WORK:

- 1.1 The Contractor shall pick up surplus property items from various County locations, hold and secure the property at the Contractor's facility, conduct a public auction of the property, and provide proceeds to Arlington County. The Contractor shall not refuse to pick up any items if such items are specified in the "Report of Surplus or Obsolete Property Form" - Exhibit A.
- 1.2 Surplus property is classified into the following two categories:

Category A. Automotive - includes but is not limited to, cars, trucks, buses, motorcycles, and construction equipment. Majority of the items will be in operable condition, no junk equipment. Automotive parts and accessories are also included in this category.

Category B. Surplus Equipment - includes but is not limited to, computers, copiers, office furniture, sinks, mixers, dishwashers, tables, lathes, saws, bicycles, gym equipment, televisions and other miscellaneous items.

2. PERIOD OF CONTRACT:

- 2.1 The Contract shall be effective for a one-year period from the date of award, subject to the contract terms and conditions.
- 2.2 Upon written agreement of both parties at least thirty 30 days prior to the expiration of the Contract, this Contract may be extended for successive one year periods under the same terms and conditions as the original Contract up to a maximum of four (4) additional one-year periods.

3. RESPONSIBILITIES:

3.1 THE CONTRACTOR SHALL:

- a. Upon notification by the County inspect and remove to the sale location: Category A items (Automotive) within seven (7) work days; and Category B items (Surplus Equipment) within two (2) weeks after notification. The contractor shall give advance notice, either by email or by phone, if they are unable to remove items within the two (weeks) notice.
- b. The quantity of Category B items scheduled for removal will be from pickup truck load to full truck load. The person picking up the items shall certify the pick-up by signing in the bottom section of "Report of Surplus or Obsolete Property" form (sample attached).

Items shall, except in specialized cases, be listed for sale within forty-five (45) days after pickup has been made. The County shall be notified, in advance, of items being exempt from next scheduled sale.

- c. Be responsible for any damage to County property when in Contractor's possession and restore any damaged property to the condition such items were in, when picked up by the Contractor. For items damaged beyond repair the Contractor shall pay to the County a sum equivalent to no less than the average of the two previous sales of like items sold by the County within the past year. Upon receipt of such payment the County shall transfer title to the Contractor.
- d. Prepare and place advertisements announcing the auction sale in at least one newspaper with circulation in Arlington County. Place advertisements in any other newspapers with distribution throughout the Washington Metropolitan area, plus other newspapers, periodicals, and flyers as deemed appropriate. The cost of all advertisements shall be born by the Contractor.
- e. For vehicles identified by the Arlington County Police Department as abandoned, provide the Police Department with information about the date and place of the sale. This information must be provided at least twenty (20) days in advance of such sale.
- f. Provide Arlington County with a monthly report listing each item sold. The report shall identify the date sold, bidder's number, and amount of sale. Submit a sample of the report with your bid.
- g. Collect revenue for each item, including vehicles, sold including Sales Tax, if applicable. Submit all revenue, except Sales Tax (if any) and commission, to the County Purchasing Agent no later than ten (10) working days after the Public Auction Sale. The check shall be made payable to the Treasurer of Arlington County.
- h. Pay the collected Sales Tax to the Commonwealth of Virginia and Use Tax Division, Department of Taxation.
- i. Before the contract effective date, submit to the County Purchasing Agent, in writing, the list of names of individuals authorized to pickup surplus property. Update the list and provide revised copy to the Purchasing Agent whenever a new person is authorized.

3.2 ARLINGTON COUNTY WILL:

- a. Notify the Contractor when item(s) are available for pickup.
- b. Provide keys as necessary, to the Contractor, at time of pickup.
- c. For automotive items, provide titles and mileage forms, as necessary, no later than one (1) day before sale date.

4. INDEMNIFICATION:

- 4.1 The Contractor shall not misrepresent the condition of any County property to a prospective buyer, and shall clearly state in all advertisements and notices of sale that items will be sold "as is", "where is", without warranty, expressed or implied, and excluding any warranty of merchantability. Further, the Contractor covenants to save, defend, hold harmless, and indemnify the County, and all of its officers, departments, agencies, agents, and employees (collectively the "County") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the sale of the surplus items.
- 4.2 The Contractor agrees to maintain crime insurance to cover losses of property due to burglary, robbery and/or larceny. Refer to Insurance requirements provision within the solicitation.

5. WITHDRAWAL OF INDIVIDUAL ITEMS:

Arlington County reserves the right to withdraw any item from the sale list prior to actual auction. Arlington County reserves the right to specify a minimum acceptable bid for any item.

6. FREQUENCY OF AUCTION SALES PER YEAR:

- 6.1 Category "A" - Public auction sales shall be held monthly.
- 6.2 Category "B" - Public auction sales shall be held monthly or every two months, depending on amount of surplus designated for sale.

7. AUCTION AUDITS:

- 7.1 The Contractor shall maintain adequate records in such a manner that they may be audited in progress and upon completion of the auction. A simple ledger sheet showing disbursement by line-item is preferred.

- 7.2 Arlington County will audit all receipts for pick up against auctioneer catalogue.

EXHIBIT A

REPORT OF SURPLUS OR OBSOLETE PROPERTY

Complete form in duplicate. Send one copy to Purchasing for disposal instructions. Retain second copy for your files. Use one form for each item.

THE FOLLOWING COUNTY PROPERTY IS SURPLUS TO THE NEEDS OF:

AGENCY NAME: _____

ITEM: _____ QUANTITY: _____

DESCRIBE: (Capacity, Size, Features): _____

MFR/MODEL: _____ AGE: _____ YRS ORIG. COST:\$ _____

CONDITION: NEW: _____ GOOD: _____ FAIR: _____ POOR: _____ JUNK: _____

REMARKS: _____

ITEM IS LOCATED AT: _____

CONTACT PERSON: _____ TELEPHONE NO.: _____

AUTHORIZED BY HEAD OF AGENCY (SIGNATURE): _____

DATE AUTHORIZED: _____

PURCHASING OFFICE DISPOSITION INSTRUCTIONS

TO: _____ DATE: _____

FROM: _____

SURPLUS ITEMS ABOVE WILL BE DISPOSED OF BY:

TRANSFER: _____ SALE: _____ AUCTION: _____ TRASH: _____ OTHER: _____

COMMENTS: _____

RECEIPT FOR SURPLUS PROPERTY

ABOVE PROPERTY RECEIVED BY: _____ DATE: _____

DEPARTMENT/DIVISION/SECTION: _____

Revised 3/24/11

Solicitation # 107-11

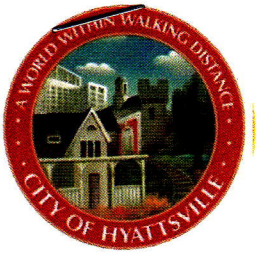
Metropolitan Washington Council of Governments Rider Clause
USE OF CONTRACT(S) BY MEMBERS COMPRISING THE METROPOLITAN WASHINGTON COUNCIL OF
GOVERNMENTS PURCHASING OFFICERS' COMMITTEE.

- A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.
- B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).
- C. A negative reply will not adversely affect consideration of your bid/proposal.
- D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the Contract(s).
- E. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.
- F. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:

YES	NO	JURISDICTION	YES	NO	JURISDICTION
✓		ALEXANDRIA, VIRGINIA			MANASSAS, VIRGINIA
✓		ALEXANDRIA PUBLIC SCHOOLS			CITY OF MANASSAS PUBLIC SCHOOLS
✓		ALEXANDRIA SANITATION AUTHORITY			MANASSAS PARK, VIRGINIA
✓		ARLINGTON COUNTY, VIRGINIA	✓		MARYLAND-NATIONAL CAPITAL PARK & PLANNING COMM.
✓		ARLINGTON COUNTY PUBLIC SCHOOLS	✓		METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
✓		BOWIE, MARYLAND	✓		METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
✓		BLADENSBURG, MARYLAND	✓		MONTGOMERY COLLEGE
✓		CHARLES COUNTY PUBLIC SCHOOLS	✓		MONTGOMERY COUNTY, MARYLAND
✓		COLLEGE PARK, MARYLAND	✓		MONTGOMERY COUNTY PUBLIC SCHOOLS
✓		CULPEPER COUNTY, VIRGINIA	✓		OMNIRIDE
✓		DISTRICT OF COLUMBIA	✓		PRINCE GEORGE'S COUNTY, MARYLAND
✓		DISTRICT OF COLUMBIA COURTS	✓		PRINCE GEORGE'S PUBLIC SCHOOLS
✓		DISTRICT OF COLUMBIA PUBLIC SCHOOLS	✓		PRINCE WILLIAM COUNTY, VIRGINIA
✓		FAIRFAX, VIRGINIA	✓		PRINCE WILLIAM COUNTY, VIRGINIA
✓		FAIRFAX COUNTY, VIRGINIA	✓		PRINCE WILLIAM COUNTY PUBLIC SCHOOLS
✓		FAIRFAX COUNTY WATER AUTHORITY	✓		PRINCE WILLIAM COUNTY SERVICE AUTHORITY
✓		FALLS CHURCH, VIRGINIA	✓		ROCKVILLE, MARYLAND
✓		FAUQUIER COUNTY, VIRGINIA SCHOOLS & GOVERNMENT	✓		SEPTSYLVANIA COUNTY SCHOOLS
✓		FREDERICK, MARYLAND			STAFFORD COUNTY, VIRGINIA
✓		FREDERICK COUNTY, MARYLAND	✓		TAROMA PARK, MARYLAND
✓		GAITHERSBURG, MARYLAND	✓		UPPER OCCOQUAN SEWAGE AUTHORITY
✓		GREENBELT, MARYLAND	✓		VIENNA, VIRGINIA
✓		HERNDON, VIRGINIA	✓		VIRGINIA RAILWAY EXPRESS
✓		LEESBURG, VIRGINIA	✓		WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
		LOUDOUN COUNTY, VIRGINIA	✓		WASHINGTON SUBURBAN SANITARY COMMISSION
		LOUDOUN COUNTY PUBLIC SCHOOLS	✓		WINCHESTER, VIRGINIA
		LOUDOUN COUNTY SANITATION AUTHORITY	✓		WINCHESTER PUBLIC SCHOOLS

VENDOR NAME Colonial Auction Services



Department of Public Works
City of Hyattsville
4633 Arundel Place Hyattsville, Maryland 20781

Marc Tartaro
Mayor

Lesley Riddle
Director

Tracey Nicholson
City Administrator

October 15, 2014

DPW Operations
Center
301-985-5032

Maintenance
Operations Division
Supervisor
Michael Schmidl

Solid Waste Division
Supervisor
Burgess Lee

Street Maintenance
Division Supervisor
Joseph Buckholtz

To: Colonial Auction
13200 Old Marlboro Pike
Upper Marlboro, MD 20772

RE: Contract Rider

To Whom it May Concern:

This letter will serve as official notice of the City of Hyattsville's intent to ride off of the existing Arlington County contract for the purpose of auctioning surplus and decommissioned City vehicles with Colonial Auction.

Please respond in fourteen days of receipt of this letter acknowledging approval of this request.

Regards,

Lesley Riddle
Director of Public Works
City of Hyattsville



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Legislative

Agenda Section: Consent Items (9:00 p.m. - 9:05 p.m.)

SUBJECT

Schedule Public Hearing: Designation of Hyattsville as a Sanctuary City

Motion #

138-02-FY17

Recommendation:

I move that the Mayor and Council schedule a Public Hearing for March 1, 2017 at 7:30 PM in order to hear public comment regarding the legislative proposal submitted by nine members of the City Council to adopt an ordinance designating Hyattsville as a Sanctuary City.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

Summary Background:

On January 26, 2017 a motion was submitted by nine members of the Hyattsville City Council to adopt an ordinance designating Hyattsville as a Sanctuary City.

Next Steps:

An initial Council discussion on the proposed Ordinance is tentatively scheduled for the Council Meeting of March 20, 2017. It is anticipated that the Council will take action on the Ordinance in April.

Fiscal Impact:

TBD

City Administrator Comments:

Recommend Approval.

Community Engagement:

The public hearing provides an opportunity for the community to get information, ask questions and give public comments related to this issue.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance.

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Appointment

Agenda Section: Consent Items (9:00 p.m. - 9:05 p.m.)

SUBJECT

Appointment to the Shade Tree Board

Motion #

139-02-FY17

Recommendation:

I move that the Mayor, with Council approval, appoint Millard Smith (Ward 2) to the Shade Tree Board for a term of 3 years to expire on February 21, 2020.

Sponsor(s):

Croslin

ATTACHMENTS

[Smith_Shade Tree Board Application_redacted.pdf](#)

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

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

Status: submitted

Profile

Millard

First Name

Smith

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 2

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Shade Tree Board

Referred By:

Biographical Statement

Retired government employee.



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Action Items (9:10 p.m. - 9:15 p.m.)

SUBJECT

Prince George's County Board of Zoning Appeals - V-7-17 - 6000 41st Avenue, Hyattsville (5 minutes)

Motion

140-02-FY17

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's of Hyattsville's support for Variance Request V-7-17 to re-construct a two-story single-family detached home located at 6000 41st Avenue Hyattsville, MD 20781.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[V-7-17 - 6000 41st Avenue - Staff Memo.docx](#)

[Zoning variance.pdf](#)

[PDF0235-01.pdf](#)

Summary Background:

The applicants, Michael and Sarah Curran, have applied for a zoning variance with the Prince George's County Board of Zoning Appeals to re-construct a two-story single-family detached home located at 6000 41st Avenue Hyattsville, MD 20781. The home was recently condemned after sustaining significant structural damage caused by a fallen oak tree. The proposed re-construction also includes an attic dormer not original to the previously existing residential structure.

A zoning variance is required to validate the pre-existing conditions of the original 1947 home and an accessory structure on the property. The specific requests are a .3-foot front yard depth, a 3-foot side yard depth and a 1.4-foot side yard width for the dwelling and a 4.5 feet side yard depth for the accessory structure.

Next Steps:

The Prince George's County Board of Zoning Appeals (BZA) is scheduled to consider this application on Wednesday, February 22, 2017. The City of Hyattsville's adopted position will be provided to the BZA for consideration.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support.

Community Engagement:

N/A

Strategic Goals:

Goal 1: Ensure Transparent and Accessible Governance

Action 1.1 – Provide opportunities for resident participation in civic engagement

Legal Review Required?

N/A



Memo

To: Jim Chandler, Director of Community & Economic Development, Assistant City Administrator
From: Chris Giunta, Code & Parking Compliance Manager
Date: February 16, 2017
Re: Zoning Variance Request V-7-17 - 6000 41st Avenue, Hyattsville

The purpose of this memorandum is to provide the Director of Community & Economic Development with a briefing on the Zoning Variance request V-7-17 at 6000 41st Avenue, Hyattsville.

The applicants, Michael and Sarah Curran, have applied for a zoning variance with the Prince George's County Board of Zoning Appeals to re-construct a two-story single-family detached home located at 6000 41st Avenue Hyattsville, MD 20781. The home was recently condemned after sustaining significant structural damage caused by a fallen oak tree. The proposed re-construction also includes an attic dormer not original to the previously existing residential structure. A zoning variance is required to validate the pre-existing conditions of the original 1947 home and an accessory structure on the property. The specific requests are a 3-foot front yard depth, a 3-foot side yard depth and a 1.4-foot side yard width for the dwelling and a 4.5 feet side yard depth for the accessory structure.

The homeowners have addressed the City's Variance Policy, (see attached.)

Recommendation:

The Office of Code Compliance recommends support of the variance. The requested variance for setbacks is minimal and a pre-existing condition of the site. The proposed re-construction will not adversely affect the surrounding homes or environment as it is simply replacing a residential structure that has existed since 1947.

Michael & Sarah Curran
6000 41st Avenue
Hyattsville, Maryland 20782
Mailing address:
6641 Chestnut Ave
New Carrollton, Maryland 20784

February 3, 2017

Council Member Thomas Wright
City of Hyattsville
4319 Gallatin Street
Hyattsville, Maryland 20781

Dear Council Member Wright:

We are writing to request that you support our application for a zoning variance for our home at 6000 41st Avenue. Our variance application will be heard at the February 22, 2017 Prince George's County Planning Board meeting. We would greatly appreciate it if you could present a motion supporting our variance application, with an accompanying City of Hyattsville staff report.

Our home at 41st Avenue was severely damaged on May 2, 2016 by a falling oak tree, as you may know. Engineers have since determined that our home is structurally unsafe and must be condemned. Our plan is to reconstruct a new home on the exact same foundation and footprint as our original home. The only structural alterations we intend to make are adding a dormer in our attic space and adding an open, but covered, front porch. A zoning variance to the setback rules is necessary in order to make these two changes.

Our original home was built in 1947 and does not comply with the current set-back requirement of 8 feet. The original home, and our existing foundation, is set-back at 6.6 feet. By adding the dormer to our attic space, we are no longer grandfathered-in and must obtain a variance to rebuild the house on the existing foundation with a dormer.

Our original house also did not comply with the current front yard set-back requirements of 25 feet. Our original home sits at 24.9 feet along 41st Avenue and 24.7 feet along Oglethorpe Street. The new front porch will extend 3 feet into the 25 foot set-back along 41st avenue at the Northeast corner due to the tapered and irregular shape of our lot.

We believe that a zoning variance is appropriate in this situation for several reasons. First, our specific parcel of land is irregularly shaped and tapers towards the northeast corner of our lot. Additionally, we believe that the fact that we are not voluntarily remodeling our house,

but must repair our almost 70-year old home as a result of damage from a falling tree presents an extraordinary situation.

Second, we believe a zoning variance is appropriate because without the variance, we would be unable to build a home that would be substantially similar to our previous home. Given the size and shape of our lot, it is impossible to construct a house on the original foundation that complies with the current setback requirements. The repairs also are complicated by the fact that our original house does not comply with current building codes and, therefore, cannot be rebuilt exactly as it was. For example, in order for our stairs leading to the basement to comply with current building codes, we must eliminate an entire bedroom on the main level. The addition of the dormer is intended to restore our home to be a 3-bedroom house, as it was when we purchased it. The number of bedrooms is particularly important to us because we hope to add to our family of 3 in the coming years.

Finally, we believe our proposed construction plans will result in a house that is consistent with the intent, purpose, and integrity of the General Plan. Our proposed construction is consistent with the goal of providing for and encouraging variation in the size, shape, and width of one-family detached residential lots. Our former house was set at the current setbacks for almost 70 years without issue and our proposed changes only affect the appearance of the house's attic space and front porch.

We hope you will support our application for a zoning variance at the upcoming February 22, 2017 Planning Board meeting. Thank you very much for your consideration and we look forward to working with you in order to rebuild our home as quickly as possible. If you have any questions, please contact either Michael or Sarah at 301-254-1746 or curranmc@gmail.com

Sincerely,

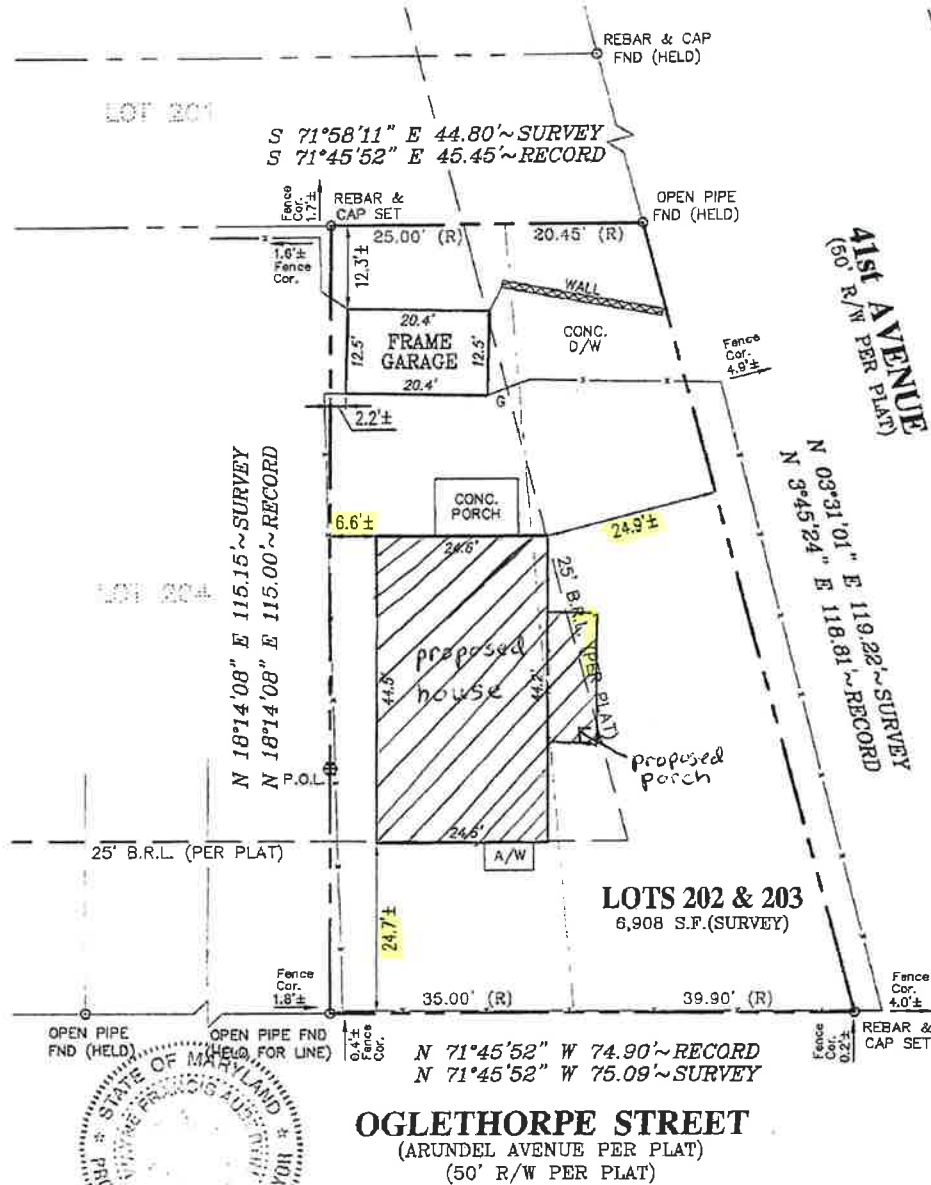
Michael & Sarah Curran

Michael & Sarah Curran

cc: Mayor Candace Hollingsworth
Assistant City Administrator Jim Chandler
Council Member Patrick A. Paschall

GENERAL NOTES:

1. Property shown in Prince George's County Tax Assessment Map Book page 00-42.
2. All property corners have been recovered or set and verified per field survey performed: December 5, 2018.
3. Property is recorded among the land records of Montgomery County in Plat Book 3, Plat 20 and as described in Liber 37801 at Folio 434.
4. The information shown hereon has been prepared without benefit of a title report, and therefore may not reflect all easements or encumbrances which may affect subject property.
5. P.O.L. indicates a nail set on the property line.



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD SURVEY PURSUANT TO THE DEED OR PLAT OF RECORD. PROPERTY MARKERS HAVE BEEN RECOVERED OR PLACED IN ACCORDANCE WITH THE INFORMATION SHOWN. THIS PLAT AND THE FIELD SURVEY UPON WHICH IT IS BASED WAS PREPARED UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH THE REGULATIONS GOVERNING LAND SURVEYING IN THE STATE OF MARYLAND.

[Signature]

MARYLAND PROFESSIONAL LAND SURVEYOR REG. NO. 21330
 EXPIRES: 01-07-2017

PLAT OF SURVEY
 BOUNDARY
 LOTS 202 & 203, BLOCK F
 SECTION No. 3
HYATTSTVILLE HILLS
 PRINCE GEORGE'S COUNTY, MARYLAND

REFERENCES

PLAT BK. 3
 PLAT NO. 20

LIBER 37801
 FOLIO 434



SNIDER & ASSOCIATES
 LAND SURVEYORS

20270 Goldenrod Lane, Suite 110
 Germantown, Maryland 20878
 301/948-5100, Fax 301/848-1286

DATE OF LOCATIONS: 12-5-2016
 WALL CHECK: MP
 PROP. COR.: 12-5-2016
 SCALE: 1" = 20'
 DRAWN BY: MP
 JOB NO.: 98-04782



GENERAL PROJECT NOTES

- 1. The contractor shall verify all existing conditions and dimensions indicated on the drawings and report any discrepancies to the architect or owner prior to constructing the work.
- 2. All work shall be in accordance with the laws and building codes in effect in Prince Georges County, Maryland and the State of Maryland. Work shall not proceed without an approved building permit from Prince Georges County, MD. The owner shall secure and pay for the building permit. The contractor is responsible for securing trade permits and all required inspections of the work.
- 3. The contractor shall demolish existing items indicated to be removed in the house. All demolished material shall be removed from the site and disposed of in a manner required by Prince Georges County, MD. Burial of debris and improper disposal of construction material on site or elsewhere is prohibited.
- 4. All existing elements to remain shall be protected from damage during construction of the new work. Any item damaged during construction of the work shall be repaired or replaced to the condition before construction. Where new work abuts existing work, the transition shall be smooth and continuous without visible ridges, color changes or surface texture differences.
- 5. The contractor shall keep the site, building and work areas neat and free from accumulated debris. All required egress path and exits shall remain open and accessible during construction.
- 6. The contractor shall notify the owner regarding the disruption of any water, power or sewer or telephone utility service to the house or property 24 hours in advance of a disruption. The contractor shall schedule such disruptions of water, electricity, telephone and HVAC as to minimize any inconveniences to the owner.
- 7. If the contractor discovers the presence of asbestos or asbestos materials, lead or other hazardous material, all work shall stop until the hazardous material is removed or abated. Removal and containment, disposal or abatement shall in accordance with all applicable codes and governing laws.
- 8. All work shall be in accordance with the applicable current IBC, NFPA and all Prince Georges County amendments to these codes.
- 9. Where sprinkler work is required, including all new and modification to existing systems, is indicated, the contractor shall prepare all required drawings, calculations and information required to obtain a sprinkler permit from Prince Georges County prior to any sprinkler work installation.
- 10. The contractor shall provide and install a heating and cooling system for the the new enclosed addition areas. The design shall reviewed with the owner and approved by the owner prior to installation or modification to the existing systems in place.
- 11. Coordinate with the owner on the removal of any item to be removed or demolished. The owner will determine if an item is to be salvaged or relocated for storage. Any existing landscaping material that is removed for construction shall be replanted in a new location on the site.

GENERAL SCOPE OF WORK

THIS PROJECT INCLUDES WORK TO RECONSTRUCT AN EXISTING RESIDENCE ON EXISTING FOUNDATION WALLS. ORIGINAL 1ST FLOOR AND ROOF OF HOUSE WAS DESTROYED BY STORM AND FALLEN TREE. NEW CONSTRUCTION OF ENTIRE 1ST FLOOR, 2ND FLOOR AND ROOF.

AREA TABULATIONS

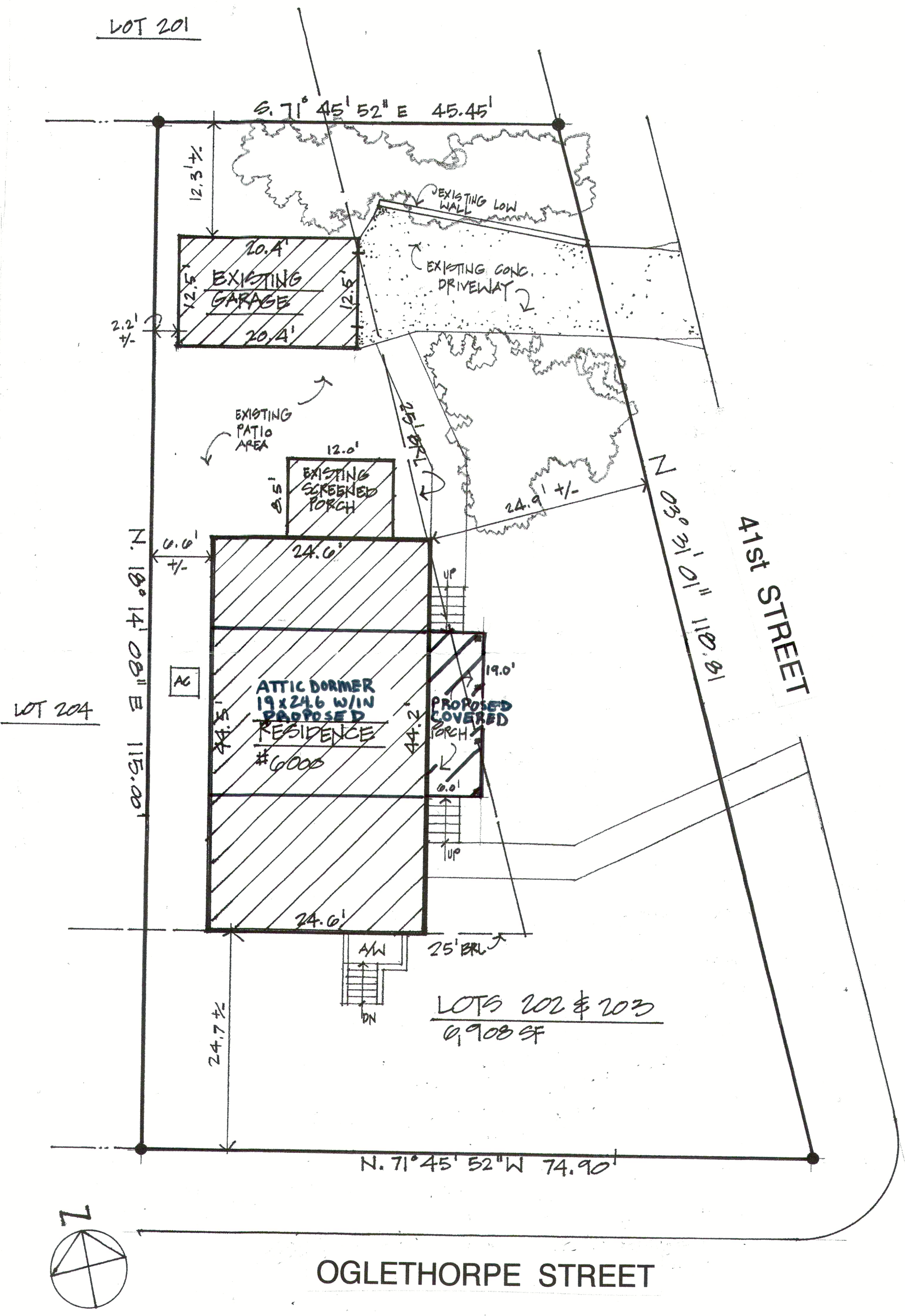
PROPOSED HOUSE: 1st Floor Area:	1,095 SF
EXISTING SCREENED PORCH:	102 SF
EXISTING GARAGE:	255 SF
EXISTING DRIVEWAY:	300 SF
PROPOSED COVERED PORCH:	114 SF

LOT COVERAGE:

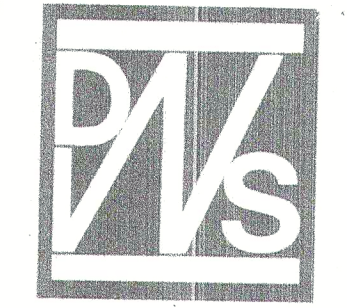
$$\frac{1,095 + 102 + 255 + 300 + 114}{\text{EXISTING LOT } 6,908} = \frac{1866}{6,908} = 27\%$$

DRAWING SYMBOLS

- EXISTING PARTITION OR WALL TO BE REMOVED
- EXISTING PARTITION OR WALL TO REMAIN
- NEW PARTITION OR WALL
- DETAIL OR SECTION REFERENCE
- NEW DOOR SIZE AND DOOR TYPE
- EXISTING DOOR TO REMAIN
- NEW WINDOW NUMBER
- NEW DUPLEX RECEPTACLE
- NEW TOILET EXHAUST FAN
- NEW TOGGLE SWITCH
- NEW 3 - WAY SWITCH
- NEW DIMMER SWITCH
- NOTE REFERENCE NUMBER
- NEW LIGHT FIXTURE LOCATION
- SMOKE DETECTOR
- BRACED WALL PANEL - STRUCTURAL
- HOSE BIBB LOCATION

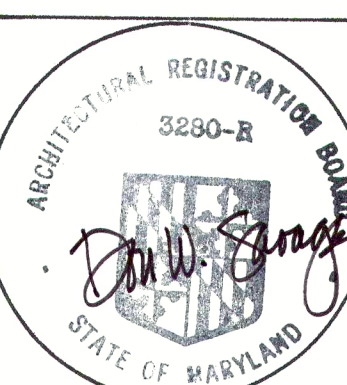


SITE PLAN
1" = 10'-0"



Don W. Savage
Architect

dwsavagearch@yahoo.com



6000 41st Street
Hyattsville, Maryland

12-22-2016

CS.1



Hyattsville City Council Agenda Item Report

Meeting Date: February 21, 2017

Submitted by: Laura Reams

Submitting Department: Legislative

Item Type: Legislative

Agenda Section: Discussion Items (9:15 p.m. - 9:25 p.m.)

SUBJECT

Change to Wall and Fence Ordinance (10 minutes)

Motion #

Discussion, Scheduled for Action on 3/6/17

Recommendation:

I move that the Council direct the City Attorney to revise portions of Chapter 68 Article II subsections (7), (8), and (17) to allow maintenance, repair and replacement of non-conforming fences and add subsection (18) to address safety standards.

68-7, C (7)

"All fences or retaining walls and hedges legally existing on June 30, 2003 which do not comply with the general restrictions 1-6 above shall be deemed legal non-conforming uses."

68-7, C (8)

A fence or retaining wall deemed to be a legal non-conforming use under this subsection which has been removed or destroyed through no fault of, and due to circumstances beyond the control of the owner may be replaced or repaired in a manner substantially identical in all material respects to the fence or wall so removed or destroyed provided it is not repaired or replaced with a fence or wall using a different material or varying the height or length of such fence or wall. The owner or his or her agent must apply for an exception if any of the stated changes are to occur or if 100% of the fence or wall is to be replaced. Nothing contained in this subsection shall be construed to prohibit the maintenance and repair of a non-conforming fence or wall as long as the fence or wall is not changed in character and repairs are made with substantially the same materials.

68-7, C (17)

No fence or retaining wall may be erected or put in place without first obtaining a permit from the City, unless it is to maintain or repair a legal non-conforming fence or wall.

68-7, C (18)

All maintenance, repairs and replacement of non-conforming fences must comply with the safety standards outlined in this Chapter.

All fences and retaining walls, including those deemed a non-conforming use, within five feet of an intersection must be constructed in such a way that allows visibility for automobile and pedestrian traffic. Hedges and all plant material, with the exception of mature trees, must be trimmed or maintained in a way that:

Allows signs to be visible to drivers.

Keeps road users (vehicles, bicycles and pedestrians) visible to drivers.

Allows pedestrians and bicyclist see motor vehicles.

Keeps sidewalks and pedestrian paths clear of overhanging vegetation.

Sponsor(s):

Croslin

ATTACHMENTS

[Chapter 68 Housing Standards.pdf](#)

[County Code_Fences.pdf](#)

Summary Background:

The City Charter as currently written makes it a violation for residents with grandfathered/non-conforming fences to conduct routine maintenance and repair to more than 50% of their fence a year. In addition, the County's Ordinance, Section 27-420 requires that the "replacement of an existing fence must comply with the four (4 foot) limitation". This results in the County disapproving any resident's request for repair or replacement of a grandfathered/non-conforming fence.

Subsection (7) of our City Charter states that replacement constitutes (50%) or more of the fence or wall being replaced within one calendar year, and subsection (8) only allows for the fence to be repaired if it is damaged, removed, or destroyed and does not include natural aging. Natural aging is the most likely scenario for non-conforming (older) fences. Both of these standards are unnecessarily restrictive and prohibit residents who need to conduct routine maintenance and repair, or replacement of all or portions of their fence, to do so without violating City and County Ordinances. Repair, maintenance and/or replacement is needed on older fences to ensure the safety and aesthetics of their property. It can also impact surrounding property values.

These proposed modifications to the City's Charter will give residents greater flexibility to replace, maintain and repair non-conforming fences. Approval of these modifications may require a revision to the County Ordinance that is currently silent on maintenance and repair, but prohibits the replacement of fences over 4 feet.

Attached is a summary sheet with the changes highlighted in yellow.

This item was initially discussed with Council on January 23, 2017.

Next Steps:

Legal review

Fiscal Impact:

n/a

City Administrator Comments:

1) Staff can support, but will defer to the City Attorney to ensure no violation of the County Ordinance exists.

2) Residents who desire to replace a fence require a County Ordinance. The County prohibits replacement of a fence of more than 4 feet and does not make provisions for non-conforming fences. However, it is not clear whether the definition of replacement expands to maintenance and repair. If we assume that it does not, then if approved, the City would issue permits for repair and maintenance of non-conforming fences to ensure safety conditions are met.

3) Section 68-7, C (17) may need to be restated to ensure clarity of permit requirements.

Community Engagement:

None

Strategic Goals:

To maintain the aesthetics of the community by allowing residents to maintain their grandfathered walls and fences

Legal Review Required?

The City Attorney will be directed to develop an ordinance for adoption.

Chapter 68

HOUSING STANDARDS

- § 68-1. Adoption of standards by reference.
- § 68-2. Unsafe structures and equipment.
- § 68-3. Emergency measures.
- § 68-4. Demolition.
- § 68-5. Appeals.
- § 68-6. Notices and orders.

ARTICLE II

Fences and Walls

- § 68-7. Fences and walls.

ARTICLE III

Paved Surfaces

- § 68-8. Impervious surfaces on residential properties.
- § 68-9. Paving and driveway permit.

ARTICLE IV

Enforcement

- § 68-10. Violations and penalties.

[HISTORY: Adopted by the Mayor and Council of the City of Hyattsville 12-1-69. Sections 68-1, 68-2A and B(1) and 68-3A and F amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I. Other amendments noted where applicable.]

GENERAL REFERENCES

Municipal infractions - See Ch. 20.
Building construction - See Ch. 46.
Electrical standards - See Ch 55.
Fire prevention - See Ch. 59.
Health and sanitation - See Ch. 65.
Plumbing - See Ch. 93.
Licensing of rental units - See Ch. 96.
Zoning - See Ch. 120.

ARTICLE I

General

§ 68-1. Adoption of standards by reference. [Amended 5-3-05 by HR 05-06]

A. Subtitle 13, Housing and property standards, of the Prince George's County Code, as it may from time to time be amended, is hereby adopted by the City, and all of the powers, rights and requirements of compliance therein not in conflict with City Charter, this Code, or City regulations, may be exercised by the City.⁸ However, all references in Chapter 13 of the County Code (or the

⁸ *Editor's Note: A copy of the complete text of the standards adopted herein is on file and open to public inspection in the office of Code Enforcement.*

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International Property Maintenance Code which the County Code currently incorporates) to the appointment, discipline, employment and termination of any property or code enforcement personnel or to a board of appeals shall not be effective in the City.

B. The Code Official shall be the City Administrator, his/her designee or any code enforcement officer of the City.

§ 68-2. Unsafe structures and equipment. [Amended 5-3-05 by HR 05-06]

A. General. When a structure or equipment is found by the Code Official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this Code. For purposes of this Chapter, condemnation means a declaration of illegality, danger or unfitness and does not include taking of property for compensation by a governmental unit.

(1) Unsafe Structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

(2) Unsafe Equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

(3) Structure Unfit for Human Occupancy. A structure is unfit for human occupancy whenever the Code Official finds that such structure is unsafe, or because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this Code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

(4) Unlawful Structure. An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this Code, or was erected, altered or occupied contrary to law.

B. Closing of vacant structures. If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the Code Official is authorized to post a placard of condemnation on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the Code Official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected by any other legal resource.

C. Notice. Whenever the Code Official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with §68-6(c). If the notice pertains to equipment, it shall also be placed on the condemned equipment. The notice shall be in the form prescribed in §68-6(b).

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D. Placarding. Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the Code Official shall post on the premises or on defective equipment a placard bearing the word “condemned” and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

(1) Placard Removal. The Code Official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the Code Official shall be subject to the penalties provided by this Code.

E. Prohibited occupancy. Any occupied structure condemned and placarded by the Code Official shall be vacated as ordered by the Code Official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this Code.

§ 68-3. Emergency measures. [Amended 5-3-05 by HR 05-06]

A. Imminent danger. When, in the opinion of the Code Official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the Code Official is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The Code Official shall cause to be posted at each entrance to such structure a notice reading as follows: “this structure is unsafe and its occupancy has been prohibited by the Code Official.” It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

B. Temporary safeguards. Notwithstanding other provisions of this Code, whenever, in the opinion of the Code Official, there is imminent danger due to an unsafe condition, the Code Official shall order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted, and shall cause such other action to be taken as the Code Official deems necessary to meet such emergency.

C. Closing streets. When necessary for public safety, the Code Official shall temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

D. Emergency repairs. For the purposes of this section, the Code Official shall employ the necessary labor and materials to perform the required work as expeditiously as possible.

E. Costs of emergency repairs. Costs incurred in the performance of emergency work shall be paid by the City. The legal counsel of the City shall institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.

F. Hearing. Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon petition directed to the City, be afforded a hearing as described in this chapter.

§ 68-4. Demolition. [Amended 5-3-05 by HR 05-06]

HYATTSVILLE CHARTER AND CODE

A. General. The Code Official shall order the owner of any premises upon which is located any structure, which in the Code Official's judgment is so dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than one year, to demolish and remove such structure.

B. Notices and orders. All notices and orders shall comply with §68-6.

C. Failure to comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the Code Official shall cause an action to be filed in the court for demolition and recovery of all costs and fees (including attorney and expert fees) incurred in the enforcement of this subsection. The cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

D. Salvage materials. When any structure has been ordered demolished and removed, the governing body or other designated officer under said contract or arrangement aforesaid shall have the right to sell the salvage and valuable materials at the highest price obtainable. The net proceeds of such sale, after deducting the expenses of such demolition and removal, shall be promptly remitted with a report of such sale or transaction, including the items of expense and the amounts deducted, for the person who is entitled thereto, subject to any order of a court. If such a surplus does not remain to be turned over, the report shall so state.

§ 68-5. Appeals. [Amended 5-3-05 by HR 05-06]

A. Any person affected by any notice or order which has been issued in connection with the enforcement of any provision of this chapter may request and shall be granted a hearing on the matter before the head of code enforcement or his/her designee, or the head of the public works department when appropriate, who shall in either case be the hearing officer. Provided, however that such person requesting the hearing (the "appellant") must file in the office of the City Administrator a signed written notice of appeal, requesting a hearing and setting forth a brief statement of the reasons therefore, within ten (10) days after service of a notice or order.

B. Upon receipt of such notice of appeal, the hearing officer shall promptly set a time and place for such hearing and shall give the person appealing and other enforcement personnel notice thereof. Notice of the hearing shall be posted at the property in a conspicuous place no later than forty-eight (48) hours before the hearing indicating the nature of the proceeding, the time and place of the hearing and the name and telephone number of the person to contact for additional information.

C. The hearing officer shall determine such appeals in writing as promptly as practicable. After such hearing, the hearing officer may affirm, amend, modify or withdraw the notice or order appealed from. The decision of the hearing officer shall constitute an order, and any person who shall fail, refuse or neglect to comply with any such order shall be guilty of violating the provisions of this chapter.

D. The decision of the hearing officer shall in all cases be final, except that any appellant or party directly aggrieved by a decision of the hearing officer may appeal to a court of record of competent jurisdiction for a further review, on the record made in front of the hearing officer provided that appellant does so within thirty (30) days after the rendering of such decision. The decision of the

hearing officer in any case on appeal may be stayed by the hearing officer pending a decision by the court.

E. Whenever a Code Official finds that an emergency exists which requires immediate action to protect the public health, he/she may, without notice of hearing, issue an order reciting the existence of such an emergency and requiring that such action be taken as he/she deems necessary to meet the emergency. Notwithstanding the other provisions of this chapter, such order shall be effective immediately, but, upon petition to the person hearing such appeal, shall be afforded a hearing as soon as possible. After such hearing, depending upon the finding as to whether the provisions of this Code and of the rules and regulations adopted pursuant thereto have been complied with, the hearing officer shall continue such order in effect or modify it or revoke it.

§ 68-6. Notices and orders. [Amended 5-3-05 by HR 05-06]

A. Notice to person responsible. Whenever the Code Official determines that there has been a violation of this Code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in §§b and c, immediately below, to the person responsible for the violation as specified in this Code. Notices for condemnation procedures shall also comply with §68-2(c).

B. Such notice prescribed in § A shall be in accordance with all of the following:

- (1) be in writing.
- (2) include a description of the real estate sufficient for identification.
- (3) include a statement of the violation or violations, why the notice is being issued and the day and time the violation was discovered.
- (4) include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this Code.
- (5) inform the property owner of the right to appeal.
- (6) include a statement of the right of the City to file a tax lien.

C. Method of service. Such notice shall be deemed to be properly served if a copy thereof is:

- (1) delivered personally to the tenant if any, and to the owner of record; or
- (2) sent by certified mail addressed to the last known address of the owner and the tenant, if any, so long as a copy thereof shall be posted in a conspicuous place or about the structure affected by such notice.

D. Penalties. Penalties for noncompliance with orders and notices shall be as set forth in section 68-10(e)(4).

E. Transfer of ownership. It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the Code Official and shall furnish to the Code Official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility

without condition for making the corrections or repairs required by such compliance order or notice of violation.

ARTICLE II

Fences and Walls

§ 68-7. Fences & Walls. [Added 11-3-03 by HO-2003-07, Amended 5-3-05 by HR 05-06, Amended 2-8-14 by HO 2014-01]

A. Definitions. In this chapter the following words shall have the following meaning:

- (1) “Fence.” Any structure, barrier, partition or hedge having the effect of or erected or placed for the purpose of enclosing a piece of land, dividing a piece of land into distinct portions, separating two contiguous estates, or stopping and/or creating an obstacle to pedestrian crossings; and consisting of a section or sections of any type of plants, fencing material, chain, railing, arbor, trellis, blocks, bricks, stones, wood, iron wire, plastics, concrete or any other building or construction material; provided, however, that a structure or hedge which is solely for decorative purposes shall not constitute a fence, as long as such structure or hedge does not exceed three (3) feet in height, and provided that such structure or hedge on any lot does not, in total, consist of more than four (4) eight (8) foot long sections, with no more than two (2) such sections being connected or located within twelve (12) feet of each other. The length of the materials shall be measured at their longest point. Such decorative structures shall be landscaped along their total length with bushes, shrubs, plants or flowers.
- (2) “Front yard.” All that area between a paved street and a line running (parallel to the street) the full length of the lot along either the front of the building or the building restriction line (whichever area is greater). In the event the building is in front of the building restriction line, the line shall be drawn at the front of the house or the main building on the lot in question. Any unimproved adjacent lot owned by the same owner as the improved lot shall use the same lines as the improved lot to define the front yard. A lot can have only one front yard.
- (3) “Rear yard.” All that area between the back property line and a line drawn across the rear of the house or main building of the lot in question and running the width of the lot. A lot can have only one rear yard.
- (4) “Side yard.” All the area which is not considered front yard or rear yard, ordinarily between the front and rear yard.
- (5) “Building restriction line.” The building setback requirement established by the Prince George’s County Zoning Ordinance which establishes the closest point to a street that a building may be constructed in the zone in question.
- (6) “Height.” The distance between the finished grade of ground on the lower side and the top of the fence or hedge.
- (7) “Retaining wall” or “Wall.” A barrier built to retain or support the lateral pressure of earth or water or other superimposed loads.

B. Purpose. It is the intent and purpose of this section to protect the public health, safety, and general welfare of the City of Hyattsville and its residents by generally regulating the placement of fences on property. Such regulation shall, among other things: permit the rapid, free and unobstructed access to buildings by emergency vehicles, personnel and equipment; allow for the

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unobstructed establishment, maintenance and creation of public rights-of-way along the streets and sidewalks in the City; prevent the obstruction or reduction, by man-made structures, of visibility at corners, driveways and intersections for drivers and pedestrians; add to the attractiveness and comfort of the residential district; create a better home environment in the City; preserve an area which is generally regarded by the public as pleasing to the eye; and preserve, improve and protect the general character of lands within the City and the improvements thereon.

C. General regulations.

The following regulations apply on all lots in the City:

(1) Front yards.

(a) Except as hereinafter provided, fences over four (4) feet in height are prohibited in the front yard.

(b) Retaining walls constructed in the front yard extending along the street for more than four (4) feet shall not be more than one (1) foot above the higher side grade of any lot.

(c) A front yard fence (except a hedge or fence made primarily from growing plant) shall be thirty-five percent (35%) open (visible through), when viewed perpendicular to the fence except when the fence is within fifteen feet (15') of a paved street or alley or driveway in which case it must be fifty percent (50%) visible through when viewed perpendicular to the fence.

(d) Any hedge or shrubbery must be trimmed so that it does not impede the progress or the visibility of motor vehicles and passersby.

(2) Side yard fences. Except as otherwise provided herein, a fence may be located in any part of the side yard of a lot.

(3) Rear yard fences. Except as otherwise provided herein, fences are allowed in the rear yard. Fences in rear yards where the rear lot line is a continuation of the front yard line of the adjacent lot shall be set back 15 feet from the property line.

(4) No fence shall exceed six (6) feet in height.

(5) Regardless of the above regulations, at the intersection of all streets, alleys and driveways, no fence over three (3) feet shall be within fifteen (15) feet of the paved street or alley.

(6) On all commercial or multifamily residential property, the finished face of retaining walls and fences shall be limited to the following materials: brick, stone, stucco, iron and aluminum. All other materials shall require an exception.

(7) All fences or retaining walls legally existing on June 30, 2003 which do not comply with the general restrictions 1-6 above shall be deemed legal non-conforming uses. However, a hedge that qualifies as a fence shall not be a legal non-conforming use unless the life of the entire hedge is threatened by conforming to this code. A replacement fence or wall except as provided below in #8 shall conform to the requirements of this Chapter. A replacement means fifty percent (50%) or more of the fence or wall being replaced within one (1) calendar year.

(8) A fence or retaining wall deemed to be a legal non-conforming use under this subsection which has been removed or destroyed through no fault of, and due to circumstances beyond the control of the owner, (except for natural aging) may be replaced or repaired in a manner substantially identical in all material respects to the fence so removed or destroyed provided it is repaired or

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replaced within 180 days from the date of the removal or damage. If any portion of a fence or wall is replaced with a fence or wall using a different material or style for such fence or wall or varying the height or length of such fence or wall, the owner or his agent must apply for an exception. Nothing contained in this subsection shall be construed to prohibit the maintenance and repair of a non-conforming fence or wall as long as the fence or wall is not changed in character and repairs are made with materials substantially the same as the materials requiring maintenance or repair.

(9) All fences and retaining walls placed or completed after June 30, 2003 shall conform to the requirements of this chapter.

(10) No fence made in whole or in part of barbed wire or chicken wire shall be erected or constructed along or adjacent to any street, avenue, road, alley, public walk, nor immediately adjacent to an adjoining lot or property line.

(11) No fence or retaining wall, the design or construction of which would be detrimental to the public welfare, health, safety or comfort of the citizens of the City will be permitted to be erected.

(12) Any protective railings, fences, retaining walls or barriers, which do not conform to the provisions of this code due to either the location, dimensions, materials or open percentage, will be required to receive an exception.

(13) No gate shall swing outward on any public road, sidewalk, or public passageway within the City.

(14) No person shall allow or cause to be built or placed any retaining wall or fence, or combination thereof, which does not meet all design and construction specifications of the Prince George's County Building Code.

(15) Retaining walls shall be designed to resist the pressure of the retained material, including both dead and live load surcharges, to which they may be subjected, and to ensure stability against overturning, sliding, excessive foundation pressure and water uplift.

(16) All fences and retaining walls must be maintained in a structurally safe and sound manner and in good repair.

(17) No fences or retaining wall may be erected or put in place or repaired for more than 25% of its surface without first obtaining a permit from the City. A late fee of twenty-five dollars (\$25.00) shall be assessed for failing to apply for a permit before beginning work on the fence or retaining wall. The City will issue a permit unless the proposed action does not conform to this code and no exception therefor has been granted. The application for a permit shall contain all information relevant and necessary to determine whether the particular permit may be issued, including but not limited to:

- (a) The applicant's full name, current address, telephone number and proof of identity;
- (b) A brief description and/or picture of the nature, material and height of the fence or wall;
- (c) The specific location proposed of the fence or wall including whether it is a front yard fence.

D. Exceptions.

The Council may grant an exception to the above general regulations in Article II as provided herein.

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(1) Procedures.

(a) Application. All requests for an exception shall be made by application filed with the City. The City shall make available an application form which shall require an accurate description of the subject property, the exception being requested, the basis of the request, and the addresses of adjacent property owners.

(b) In addition to the application, the applicant shall submit the following:

(i) One (1) copy of a site plan, survey or other graphic illustration satisfactory to the City which accurately depicts the location of all relevant features of the property, including but not limited to structures, property lines, setback lines and all other features that, when viewed together, result in the need for the requested exception. The site plan, survey or other graphic illustration must also depict the measurements of and between these features and the location, size and scope of the requested exception; and

(ii) One (1) copy of a written explanation by the applicant describing how the proposed use meets the relevant standards prescribed in Subsection D(5) below. The applicant must also verify that he/she has given written notice of the application and a summary of the exception requested to the immediately adjacent property owners (including those properties across a street, alley or stream).

(2) Public hearing. Before making its decision on any application for exception, the Council may hold a public hearing on the matter. Any hearing shall be open to the public and records and minutes shall be maintained at all such hearings. The Council shall issue a written decision either granting, granting with modifications or conditions, or denying the exception application within thirty (30) days from the closing of the hearing or as soon thereafter as may be reasonably possible. The Council shall provide a copy of its written decision to the persons of record.

(3) Notice of hearing. Notice of the hearing shall be sent via mail, postmarked not less than seven (7) days prior to the date of the hearing to the applicant. Additionally, notice of the hearing shall be sent via mail to the owners of abutting property (including those properties directly across a street, alley, or stream). The notice shall contain:

(a) The date, time and place of the hearing; and

(b) A brief statement describing the specific nature of the exception requested.

(4) No refiling. If the Council denies an application for exception, no further application concerning the same specific subject on the same property may be filed for a period of two years from the date of the decision.

(5) Standard of review. An exception may only be granted by the Council when:

(a) The granting of the exception will not substantially impair the intent, purposes or integrity of the policies of the City, will not conflict with county law, and will not adversely affect the health, safety, welfare or peace of the general public or nearby land owners; and either

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

(c) The strict application of the general regulations herein will result in peculiar and unusual practical difficulties to, or exceptional or undue hardship upon, the owner of the property.

(6) Other laws. Nothing in this section shall be construed to relieve the applicant of any other duties, obligations, restrictions or requirements, including but not limited to permit requirements, of other sections of the City code, the Prince George's County Code, or any other relevant laws, rules, ordinances or regulations.

(7) The City Administrator may allow temporary fences for up to one full year not in strict conformity with this Chapter at construction or excavation work sites in order to protect the safety of the public and of the workers at the site. No barbed or razor wire shall be allowed.

ARTICLE III

Paved Surfaces

§68-8. Impervious surfaces on residential properties. [Amended 3-15-04 by HO-2004-04, Amended 5-3-05 by HO-2005-06]

A. Notwithstanding the Prince George's County Code provisions relating to impervious surface coverage, the impervious surface area of the front yard of any residential property in the City of Hyattsville shall not exceed twenty-five percent (25%) of the total area of the front yard.

B. Definitions.

(1) "front yard" shall mean in addition to the definition in this Chapter, that for buildings on corner lots where the building faces an intersection rather than either of the streets, the front yard shall be the triangular area between the paved streets and a line drawn across that side of the building nearest the street and facing the intersection.

(2) "impervious surface" shall include, but not be limited to, concrete, asphalt, pavers, brick, and gravel, and all paved and prepared drivable surfaces pursuant to §114-72.1 of this Code. Non-drivable surfaces, including a sidewalk no wider than 42", shall not be counted as impervious surface for purposes of this subsection.

C. Any properly permitted impervious surface coverage existing on April 1, 2004 that does not comply with the restrictions contained in this section shall be deemed a legal nonconforming use until April 1, 2009 and may be repaired. Any replacement of the impervious surface shall conform to the requirements of this section. Replacement means any work on at least fifty percent (50%) of the impervious surface for any reason. However, after April 1, 2009 all such legal non-conformance uses must cease and be in compliance with this chapter.

§68-9. Paving and driveway permit. [Amended 3-15-04 by HO-2004-04, Amended 5-3-05 by HO-2005-06]

A. No person may install, widen, extend, or enlarge, or allow to remain in place any impervious surface, including gravel, in the front yard of residential property in the City of Hyattsville without first obtaining a paving and driveway permit from the Code Compliance. Further it shall be unlawful to allow to remain in place any impervious surface not in conformity with this Code.

B. The application for a permit shall contain all information relevant and necessary to determine whether the permit may be issued, including, but not limited to:

(1) the applicant's full name, current address, telephone number and proof of identity and the name, address and telephone number of the property owner, if not the same as that of the applicant;

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(2) a full description of the proposed installation, including the material to be installed, the amount of the material that will be installed, the square footage of the area to be covered, and the specific location on the property of the proposed installation; and

(3) a site plan or other plan or plat acceptable to the Director of the Department of Public Works drawn to scale reflecting the location of all structures on the property, any and all existing impervious surfaces, the total square footage of all impervious surfaces currently located on the property, the total area of the lot or property in question and the zoning of the property.

C. At the time of filing a paving permit application, the applicant shall pay a permit fee of fifty dollars (\$50.00). The permit fee shall accompany the application. A late fee of twenty-five dollars (\$25.00) shall be assessed for failing to apply for the permit prior to beginning work.

D. Code Compliance shall be responsible for issuing permits or exceptions under this Article. The application for a permit may be denied, granted or granted with reasonably necessary conditions. The applicant may appeal the denial of a permit or a special exception to the City Administrator or his/her designee pursuant to §69-7 of this code.

E. The Head of Code Enforcement or his/her designee may grant an exception to the restriction contained in section 68-8(A) above, when an applicant can prove to the Director's satisfaction:

(1) that the applicant must exceed the impervious surface coverage limitation in order to install such surface for medical reasons (*i.e.*, To construct a ramp to access a house or provide parking for a handicapped person who resides at the property); or

(2) that the applicant cannot otherwise provide for any off-street parking on their property.

F. Code Compliance may only grant an exception for the minimum amount necessary and may impose reasonably necessary conditions. In no event shall an exception allow the impervious surface area in the front yard of a residential property to exceed a total of fifty percent (50%) of the total area of the front yard or violate any county, state or federal law as to impervious surfaces.

ARTICLE IV

Enforcement

§ 68-10. Violations and penalties. [Amended 7-16-01 by HB 01-03, Amended 5-3-05 by HO-2005-06]

A. Unless otherwise provided, violations of this Chapter shall be punishable as a municipal infraction and the fine for any single initial violation shall be one hundred dollars (\$100.00), with the fine for each repeat of that offense shall be two hundred dollars (\$200.00).

B. The fine for any single initial violation of Article II shall be two hundred fifty (\$250.00) and the fine for each repeat of that offense shall be five hundred dollars (\$500.00).

C. In addition to the penalties prescribed above, the City shall have the right to institute injunction, mandamus or any other appropriate civil action or proceeding to prevent violations of this chapter. The provisions of the Real Property Article of the Maryland Code §14-120, as amended, shall be followed when they apply to the proceeding.

D. Where a municipal infraction citation has been issued for a violation of this Chapter, each thirty (30) day period following the issuance of said citation during which the violation(s) continues

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unabated or recurs shall constitute a separate violation for which additional citations may be issued, and additional fines incurred.

E. Stop Orders.

(1) Whenever any work is being done without a permit, when such is required by this Code, or in violation of the provisions of this Chapter or in exception with the term of any permit issued for such work, the City Administrator or his or her duly authorized representative, or the Code Officer, may order all or part of the work on the job stopped until such violation or exception is eliminated and the work or installation made in violation of this subtitle is corrected. Such stop order, if oral, shall be followed by a written stop order within twenty-four (24) hours (excluding Saturday, Sunday or holidays).

(2) It shall be unlawful to do or perform any work in violation of such stop order, except as may be necessary to prevent injury or damage to persons or property or to correct the violation.

(3) The stop order shall contain, or be accompanied by, a written notice indicating that there is a right to a hearing within a reasonable time before the City Administrator or his or her designee. Such request for a hearing must be filed in writing at the City office no later than seventy-two (72) hours. The owner or permittee affected by such stop order shall be entitled to such hearing as quickly as feasible, but at least within forty-eight (48) hours of receipt of such request for hearing by the City Administrator. The City Administrator, or a designated impartial member of his or her staff who has or is delegated authority to act, shall afford the owner or permittee a fair hearing with an opportunity to present evidence or testimony that is relevant to the stop order. The owner or permittee shall be afforded reasonable notice of the time and place of the hearing at the time of the request in person, or by telephone or other appropriate means if the request is forwarded in writing.

(4) The penalty for violating any stop order shall be a misdemeanor with a maximum penalty of one thousand dollars (\$1,000.00) and/or thirty (30) days imprisonment.

F. Abatement. The City may order the abatement of any violation of this Chapter pursuant to the notice and orders requirements of this Chapter at §68-6. Hearings on such notices and orders shall be governed by §68-5 appeals.

COUNTY

- **Sec. 27-420. - Fences and walls.**

- (a) Unless otherwise provided, fences and walls (including retaining walls) more than six (6) feet high shall not be located in any required yard, and shall meet the setback requirements for main buildings. (See Figure 42.) On lots consisting of one (1) acre or less, fences in the front yard shall not be more than four (4) feet high unless a variance is approved by the Board of Appeals. In the case of a corner lot consisting of one (1) acre or less, fences in the front yard or side yard shall not be more than four (4) feet high unless a variance is approved by the Board of Appeals. Fences constructed pursuant to a validly issued building permit prior to October 1, 2008, shall not be deemed nonconforming; however, replacement of an existing fence must comply with the four (4) foot limitation.
 - (b) In the R-T Zone (or any other zone developed in accordance with the R-T Zone), walls or fences up to eight (8) feet high may be constructed anywhere in the rear yard without meeting setback requirements.
 - (c) For zero lot line development approved for a lot created under the optional residential design approach provisions of Subtitle 24, walls or fences up to eight (8) feet high may be located in any yard without meeting the setback requirements.
 - (d) Walls and fences more than four (4) feet high (above the finished grade, measured from the top of the fence to grade on the side of the fence where the grade is the lowest) shall be considered structures requiring building permits.
 - (e) Stranded barbed and/or razor wire are prohibited on all fences and walls, except for land that is assessed for agricultural use, and land used for installation and operation of high-voltage equipment at substations for electrical generation, transmission, and distribution in connection with providing public utility service in the County by a regulated public utility.
 - (f) Electrically charged/energized fences are prohibited, except for land that is assessed for agricultural use.
 - (g) Except for fences less than four (4) feet in height, fences not requiring a permit, and fences on land assessed as agricultural uses, all structural support (vertical posts and horizontal rails) shall face the interior of the subject lot. (See Figure 42.1).
- (CB-72-2008; CB-22-2009; CB-3-2015; CB-4-2016)

- **Sec. 27-421. - Corner lot obstructions.**

On a corner lot, no visual obstruction more than three (3) feet high (above the curb level) shall be located within the triangle formed by the intersection of the street lines and points on the street lines twenty-five (25) feet from the intersection. (See Figure 43.)

(CB-37-1988)

- **Sec. 27-421.01. - Frontage.**

Each lot shall have frontage on, and direct vehicular access to, a public street, except lots for which private streets or other access rights-of-way have been authorized pursuant to Subtitle 24 of this Code. Additional provisions are contained in Sections [27-431](#)(d) and (e) and [27-433](#)(e) and (f).

(CB-46-1985)

Main City Calendar: February 22 – March 1, 2017

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

Wednesdays, Thursdays and Fridays, 10:00 AM @ City Municipal Building

Creative Minds

Tuesdays and Thursdays, 10:00 AM @ Magruder Park Recreation Center

City Calendar: February 22 – March 1, 2017

Black History Month Event: Discussion with Dr. Robert J. Patterson

February 22, 7:00 PM @ 1st Floor Multipurpose Room, City Municipal Building

Hyattsville Environmental Committee Meeting

February 22, 7:30 PM – 8:30 PM @ City Municipal Building

Trip to Safeway & Aldi's

February 23, 11:00 AM - 1:00 PM

Bus pick up at Friendship Arms and for community residents by appointment (appointments must be made by 2:00 PM the day before by calling (301) 985-5000).

Education Advisory Committee Meeting

February 23, 6:30 PM – 8:00 PM @ Location TBD

Community Conversation: How to Be a More Welcoming Community

February 26, 2:00 PM – 4:00 PM @ 2nd Floor City Municipal Building

Hyattsville residents are installing yard signs welcoming neighbors of all stripes. The gesture embodies the type of community many aspire to, and this Community Conversation will bring residents together to discuss additional ways forward. Join us for a panel discussion from members of our Muslim, LGBTQ, and Latino communities followed by a dialogue to share ideas to stay motivated and engaged as a community. The conversation will be non-partisan, and all are encouraged to participate.

Trip to Giant

February 27, 11:00 AM - 1:00 PM

Bus pick up at Friendship Arms and for community residents by appointment (appointments must be made by 2:00 PM the day before by calling (301) 985-5000).

Teen Advisory Committee Meeting

February 27, 4:00 PM – 6:00 PM @ City Municipal Building

Senior Lunch/Lecture Series

February 28, 10:00 AM – 12:00 PM @ Friendship Arms Apartments

Black History Month Event: Black History Trivia Night

February 28, 7:00 PM @ Trinity Grill

Come have some fun at Black History Trivia Night at Trinity Grill, located at 3010 Hamilton Street. Prince George's County African American Cultural Center will co-sponsor.

Main City Calendar: February 22 – March 1, 2017

Planning Committee Meeting

February 28, 7:30 PM – 9:30 PM @ 2nd Floor Prangley Room, City Municipal Building

Hyattsville Safe Streets Initiative Advisory Board Meeting

March 1, 10:30 AM – 12:00 PM @ City Municipal Building

Public Hearing on Sanctuary Cities

March 1, 7:30 PM @ 3rd Floor Council Chambers

Council Budget Work Session

March 1, 8:30 PM – 10:00 PM @ 3rd Floor Council Chambers