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TUESDAY, FEBRUARY 5, 2013
WORKSESSION
(COUNCIL CHAMBERS)

7:30 P.M.

COLLEGE PARK MISSION STATEMENT

The City of College Park encourages broad community involvement and collaboration, and is committed to enhancing the quality of life for everyone who lives, raises a family, visits, works, and learns in the City; and operating a government that delivers excellent services, is open and responsive to the needs of the community, and balances the interests of all residents and visitors.

CITY MANAGER'S REPORT

PROPOSED ITEMS TO GO DIRECTLY TO AGENDA

PROPOSED CONSENT AGENDA ITEMS

WORKSESSION DISCUSSION ITEMS

1. Additional FY 2013 Public School Education Grants and Review of UMD Summer Camp Scholarship application form – Carolyn Bernache, Chair, Education Advisory Committee
2. Discussion of University District Vision 2020 Public Safety Workgroup Report – Mayor Fellows and Senator Rosapepe
3. Preliminary Plan of Subdivision for the Litton Technology Center – Terry Schum, Director of Planning
4. Letter of support for FBI headquarters to relocate to Greenbelt Station
5. Continuation of Noise Enforcement discussion – Bob Ryan, Director of Public Services
6. Review of updates to the program guidelines for the Commercial Tenant Improvement Program – Michael Stiefvater, Economic Development Coordinator
7. FY 2014 Budget Guidance – Joe Nagro, City Manager
8. FY 2014 Action Plan Discussion – Chantal Cotton, Assistant to the City Manager
9. Award of Contract to the Low Impact Development Center for Green Streets project – Terry Schum, Director of Planning

10. Approval of a letter to the Secretary of the Maryland Department of Housing and Community Development (DHCD) in support of the University of Maryland's effort to attract the new DHCD headquarters facility to the MSquare Research Park (**Possible Special Session**) – Terry Schum, Director of Planning
11. Review of legislation (**Possible Special Session**) – Chantal Cotton, Assistant to the City Manager
12. Appointments to Boards and Committees

COUNCIL COMMENTS

INFORMATION/STATUS REPORTS FOR COUNCIL REVIEW

13. 2013 Action Plan: 6 month update – Chantal Cotton, Assistant to the City Manager

This agenda is subject to change. For current information, please contact the City Clerk. In accordance with the Americans With Disabilities Act, if you need special assistance, you may contact the City Clerk's Office at 240-487-3501 and describe the assistance that is necessary.

1. Public School Grants

**City of College Park
Education Advisory Committee**

Memo

To: Mayor and Council
From: Carolyn Bernache, Chair, Education Advisory Committee
Date: January 31, 2013
Re: Education Advisory Committee Public School Grant Recommendations and Presentation of UMD Summer Camp Scholarship Application and Process

Public School Grant Recommendations

On Monday, January 14, 2013, the Education Advisory Committee (EAC) reviewed and discussed the re-submitted grant applications from Buck Lodge Middle, Hyattsville Middle and Greenbelt Middle. Revised grant applications are attached. The EAC recommendations are:

\$2,500 Grant Applications: Eligible Schools are College Park Boundary Schools who have at least 14 College Park Students			
School	Project	Schl Req	EAC Recommendation
Buck Lodge	Student Positive Behavior Intervention and Supports Incentives	\$2,500	\$1,500
Hyattsville Middle	STEM Academy Program (Science, Technology, Engineering and Mathematics)	\$2,500	\$2,500
\$7,500 Grant Applications: Middle School with the Largest Number of College Park students in public middle school			
Greenbelt Middle	Greenbelt Middle School College Awareness	\$7,500	\$6,500

City Scholarship Program for UMD Summer Camp

In the FY 13, the City Council initiated a scholarship program for City of College Park school-age students to attend UMD Summer Camp programs. In response to the City Council directive, the Education Advisory Committee has developed the following application and guidelines for Council review. Only school-aged youths who are residents of the City of College Park are eligible. Multiple children from one household are eligible for awards not to exceed the cost of the camp up to \$500. Selection will be made by lottery if more youths apply than available funds although monies available for this scholarship program total \$19,500.

See attached draft application. A wide range of UMD summer camp programming for youths grades K-12 have been identified. See attached.

**City of College Park
FY2013 Public School Education Grant Application
(Deadline: Wednesday, January 9, 2013)**

NOTE: Certain items on this grant application have designated point values to be used in the review of applications for City Council award. Point values are noted in parentheses after section or question headings.

A. GENERAL INFORMATION:

School Name: **Buck Lodge Middle School**

School Address: **2611 Buck Lodge Road**

City/State/Zip: **Adelphi, MD 20783**

Program Name (if different): **Positive Behavior Intervention & Supports Incentive Program**

Contact Person/Title: **James T. Richardson,**

Telephone Number: **301-431-6290** FAX Number: **301-431-629**

E-mail Address: **jame.richardson@pgcps.org**

Grant Request: \$ 2500.00

Use of Grant Funds: Will the City of College Park Public School Education Grant be used to maintain an existing program, expand an existing program or start a new program? Check the appropriate box:

Maintain Existing Program Expand Existing Program Start New Program

If existing, in what year did *this program* begin operating? **2011 – 2012 SY**

We, the authorized representatives of the applicant school/organization, have completed or directed the completion of this application for the City of College Park Public School Education Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief.

Signature/Date

Signature/Date

Printed Name/School Principal

Printed Name/Title

B. SCHOOL ENROLLMENT

Total school enrollment

863

Estimated number of students who are College Park residents

283

(NOTE: City limits do not include Seven Springs Village or Westchester Park.)

C. MERITS OF THE PROJECT (14 points):

1. Describe how the project fulfills an educational need.

*Research has shown that when students are vested and receive immediate feedback and rewards, they perform at a higher level. We are requesting funding for our school-wide program called PBIS(**Positive Behavioral Interventions & Supports**). Our goal is to promote and build a positive school climate where teachers can teach and students can learn in a safe and orderly environment. In order to reach this goal we will focus on recognizing appropriate behaviors in all areas of the BLMS (Buck Lodge Middle School) Community including areas beyond the walls of our building where school-related activities may take place. We will focus on improving student academic and behavior outcomes through the integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students. This includes providing students with incentives for academic achievement and positive behavior.*

2. State all educational outcomes, including at least one measurable educational outcome and how successes will be determined. Identify and describe the methods to be used to evaluate the program, i.e. questionnaire, interview, survey, pre- and post- test, rating scale, observation, other.

- a. **Educational Goal 1** – To increase academic achievement of all students in reading and mathematics.
- b. **Educational Goal 2** – To increase student achievement for At-Risk students to include: ESOL, SPED and FARMS.
- c. **Educational Goal 3** - To **increase** attendance and **decrease** the number of in-school and out of school suspensions.

Academic assessments such as MSA Reading and Mathematics data, FAST Reading and Mathematics Benchmark Data, Common Assessments that are aligned to the instruction provided in the classroom, number of books read on a monthly basis by students, attendance data, suspension data and overall grade point average information will be analyzed monthly or quarterly to determine the effectiveness of the strategies utilized. Modifications will be made as necessary based on performance data.

3. Describe how the project will have an educational impact on students. What will change as a result of participation in program activities or how will the students benefit? Outcomes can be defined as the changes/benefits in skill, behavior, knowledge, attitude, conditions, status or awareness that participants experience during or after taking part in program activities.

- a. *The overall outcome of this program is to get students excited about learning, working hard and doing their best, and increasing student achievement. In order to accomplish this, the PBIS Team will identify specific behaviors or issues which need to be addressed in the school. Once an issue is isolated, the team identifies an evidence-based strategy for intervening; monitors the implementation and effectiveness of the strategy through ongoing data analysis; and, modifies strategies based on that monitoring. In addition, schools re-commit to the range of behaviors that should be managed in the classroom setting and those that should be referred to the office, and develop an appropriate range of consequences for those behaviors which require consequence. This effort establishes a consistent, predictable environment for students of all ages. Implementation in Maryland demonstrates significant decreases in office discipline referrals and suspensions as a result of the adults' consistent approach to expectations and discipline in the school.*
4. Describe the project's longevity and ability to continue to have an impact beyond the first year.
 - a. *PBIS is funded through School Based Budgeting. Summer professional development is provided to the implementation team and staff receives PD quarterly. In addition, the school has maintained an active incentive program for the past two years. Our goal is to increase the incentives in order to reach more students. Future funding will come from additional partnerships, School Based Budgeting and Title I funding.*
 5. What makes your project creative or a novel approach?
 - a. *PBIS is not a single creative idea. In fact, there are 658 PBIS schools in the state of Maryland. What makes our program unique is the incentive program attached to the rewards given for positive behavior and increased academics.*

We seek ways to award students with electronic points that they can monitor and use. This will alleviate teachers having to complete tedious paper work. However students will also be responsible for keeping track of their "Viking Bucks" to purchase items or attend incentives. In addition, we try to offer incentives that students get excited about and therefore want to participate in earning points/bucks. Research has shown that when students are vested and receive immediate feedback and rewards, they perform at a higher level

D. COMMUNITY OUTREACH (4 points):

1. Describe how the project celebrates cultural diversity within your school.
 - a. *We have over 60 different nations represented at our school and every level of exceptional needs students that are allowed in a public school setting. Our goal is to provide a safe and orderly environment and education for all children despite where they come from or the disability they have. We celebrate diversity by encouraging ALL students to work hard and achieve academically despite language deficit or handicap. This program is designed to promote positive social and academic behavior and rewards for ALL levels of achievement especially for those that may not otherwise have the opportunity to receive rewards, certificates, or incentives.*

2. Does your project have a community partner? If yes, who?
 - a. We have several partners that have supported the project in the past year:
 1. Nestle Corporation
 2. Domino's Pizza
 3. Atlanta Bread
 4. Dave and Busters
 5. Local Churches
 6. Local Fraternities

E. PROJECT ACHIEVABILITY (3 points):

1. Explain how your project is realistic and achievable
 - a. *The project is achievable because it is currently in existence. The incentives are limited in scope due to funding. Our goal is to provide more incentives with the added resources in order to include more students.*
 - b. *We have revised the instructional/incentive program to include more options/ways for students to participate, including student choice of books, morning and after-school activities, and in class projects.*
2. Identify and clearly define the roles of each staff and volunteer who will make the project a success. Briefly describe each activity to be provided by your project to meet the desired outcome(s). If applicable, identify the average number of days or hours per month each activity will be provided to program participants. Also, identify specific tasks required in order to fully implement the program, including target dates.

Position/Title	Activity/ Specific Task	Average Days/Hrs per Month	Target Dates
PBIS Team Nori Duran, AP Janita Harrell, Guidance Counselor are co-chairs for the team	<i>PBIS(Positive Behavioral Interventions & Supports)</i>	Strategies will be used school-wide on a daily basis	Aug, 2012 – June 2013

James Richardson, Principal	Principal' s Book of the Month Celebrations – Different Theme are used each month to celebrate students reading a pre-selected Principal's Book of the Month	1 celebration per month	October 2012 – June 2013
James Richardson	Increase Test Scores Celebration	Quarterly	October 2012 – June 2013
Nori Duran and Patricia Garrett, Assistant Principals	Viking Points Students will earn point to purchase items	Weekly	October 2012 – June 2013
Janita Harrell and Amanda Higgins, Guidance Counselors	Grade Average increase Celebration/Honor Roll Celebration -	Monthly/Quarterly	October 2012 – June 2013
James T. Richardson	iPad Project/Presentation of the Month	Monthly	October 2012 – June 2013
Stacey Gaines	Enrichment Activity Incentive	Monthly	October 2012 – June 2013

F. PROGRAM BUDGET (2 points):

Receipts

Grant request from City of College Park	<u>2500.00</u>
Foundations, other grants	_____
Public agencies	_____
Corporations	_____
Other receipts (describe: Churches and other community partnerships)	<u>500.00</u>
In-kind contributions (Private Donors goods and services donated)	<u>500.00</u>
TOTAL RECEIPTS	\$ _____

Expenses

Personnel costs	0.00
Equipment purchases	_____
Supplies -- Celebration Supplies/Incentive Items	<u>2,500.00</u>
1. Incentive Gifts for Middle School Students	
2. Food/Snacks for incentive celebration	
3. Certificates of Recognition	
Transportation	_____
Equipment rentals	_____
Consulting fees	_____
Other services (describe: _____)	_____
Other expenses (describe: _____)	_____
TOTAL EXPENSES	\$ <u>2500.00</u>
NET SURPLUS / (DEFICIT)	\$ <u>0.00</u>

**City of College Park
FY2013 Public School Education Grant Application
(Deadline: Wednesday, October 10, 2012 6:00 pm)**

NOTE: Certain items on this grant application have designated point values to be used in the review of applications for City Council award. Point values are noted in parentheses after section or question headings.

A. GENERAL INFORMATION:

School Name: Hyattsville Middle School

School Address: 6001 4nd Avenue

City/State/Zip: Hyattsville, MD 20781

Program Name (if different):

Contact Person/Title: Chinna Mapp/ Teacher

Telephone Number: (301) 209-5830 FAX Number: (301) 209-5849

E-mail Address: chinna.mapp@pgcps.org

Grant Request: \$ 2,500.00

Use of Grant Funds: Will the City of College Park Public School Education Grant be used to maintain an existing program, expand an existing program or start a new program? Check the appropriate box:

Maintain Existing Program Expand Existing Program Start New Program

If existing, in what year did **this program** begin operating? 2010

We, the authorized representatives of the applicant school/organization, have completed or directed the completion of this application for the City of College Park Public School Education Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief

Signature/Date

Signature/Date

Kimberly Washington/ Principal
Printed Name/School Principal

Printed Name/Title

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B. MERITS OF THE PROJECT (14 points)

1. Describe how the project fulfills, supports and/or advances an educational need.
2. With clarity, explain your project. Be specific in detailing your project so we have a clear understanding of how your project works. If necessary, attach a copy of your plan with supporting documents that enhance our understanding of your project. S
3. List at least one measurable educational outcome. Identify and describe the method of evaluation for the educational outcome. These methods may include questionnaire, interview, survey, pre- and post- test, rating scale, observation, other. Be specific.
4. Describe the educational impact your project will have on students and/or the school community. Outcomes can be defined as the changes/benefits in skill, behavior, knowledge, attitude, conditions, status or awareness that participants experience during or after taking part in program activities. Relate the elements of your project that contribute/cause/result in the achievement of your project's educational outcomes.
5. Does your project have longevity and thability to continue to have an impact beyond the first year? If so, please explain. OR why is your project vital for this year/one time? Please explain.

Hyattsville Middle School has Biology coursework to include animal dissection in order to provide Career and Technical Introduction to the Biomedical Sciences students are able to register for in high school. The Biology program at Hyattsville Middle school has premiered this program by allowing all coursework and classes to include PowerPoint presentations and education on how all sciences are able to connect via hands-on classroom experience in a lab setting. The Biology program is on the cusp of realizing real time success with this component and is poised for the next level--dissection performed by students and supervised by their everyday Biology instructors. The Biology program currently has little funds to procure dissection equipment to keep students safe and also to teach environmental safety in the lab setting. Current equipment is serviceable but does not provide the ideal hands-on learning process that supports the digital age. During the first term, students will be able to ascertain medical terminology and understand all biological systems. Students' knowledge of how systems work and how outcomes are incepted are realized in the second term. The project work will begin during the third term of the school year. At this time, students will prepare to ascend to hands-on technical demonstration and performance assessments. Also, during third term, the program would like to have the students correlate knowledge with performance. Funding would be utilized to provide hands-on experience in animal dissection. Students will be able to hold a kidney in their hand and visualize a once beating heart. They will not only know the process of death, but also understand the aftermath of system regression by dissection of animals that have close to human organs--frogs and piglets. Students will be able to see why they have to learn these challenging medical terms and complex body systems. Students will see up close and personal the evolution of life.

Two outcomes are proposed. 1. Students will be able to visualize and perform how body systems complement each other to sustain life. 2. Students will ascend to the high school sciences with a broad and hands-on understanding and knowledge of real world sciences and application of skills. These outcomes will be measured by providing a questionnaire on student interest of dissection pre-dissection and post dissection. Before dissection coursework is performed students will be sent home with a parent permission form and consent to non-liability form for parent signature. After dissection class is completed another questionnaire will be given to students to ascertain like/dislike and certain other aspects of the class to measure if program deserves continuation. During the entire process from start to finish, Career Technology Biomed Instructors for the sister high school will visit the class to ascertain viability of increased learning/preparation for Career Technical Education (CTE) programming to include Health Sciences and Biomedical coursework. Data collection will take place to assess measureable outcomes. Data will be collected that inform teachers of how many students improve grades in science, how many students affiliate themselves with science participation and competition, how many students provide their guidance counselors and teachers commitment forms for science in the ascending grade and high school coursework, and how many 7th grade students commit to considering Advanced Placement Biology as a high school course, and working with the Science, Technology, Engineering, and Mathematics club for the upcoming 8th grade year at Hyattsville. Hyattsville Middle School serves a broad population of students who are mostly economically disadvantaged. By including all science students in this program, we will provide an avenue of education that students would not normally experience at this level of their education. This coursework will also serve as a stepping-stone for our Northwestern and Roosevelt high schools to recruit and retain quality students for their science program. This will provide longevity for students as they ascend in their educational levels because interest and buy in will happen because students will actually see what happens in the systems we stress in Biology. They will understand that every cause has an effect and it will serve as a springboard to keep them excited about science. This excitement will also allay some student fears about high school sciences and will hopefully promote more retention at the high school level. Students will come to understand why the biological sciences are a must have to graduate high school. It is vital that we move this program to the next level to include lab work. Students today are hands-on and must see. This aspect of science will provide that for them.

2. COMMUNITY OUTREACH

It is not necessary to have a community partner for this project, but if so, who are they and how is the partnership realized? Does your partner provide funds, equipment, personnel, etc.?

Two possible community partners are the University of Maryland and The Project's Incubator, Eastern Region. I have contacted the organizations with a request to donate timer, resources, lab equipment, seed funds for purchase of microscopes, lab dissection curricula, goggles, aprons, and other items to assist this program to fruition. We will also be partnering with our local high school programs to ensure seamless transition to high school coursework and classes.

D. PROJECT ACHIEVABILITY (3 points):

1. Identify and clearly define the roles/activities of individuals involved in your

project: staff, parents, and other volunteers. If applicable, identify the average number of days or hours per month each activity will be provided to program participants and target dates of your program. A chart is provided to assist you but you may answer this question without using the chart.

All Middle School Science instructors will be participating. The Project's Incubator will provide 10 hours of consulting time without fees.

Position/ Title	Activity/ Specific Task	Average Days/ Hours per month	Target Dates
Keiotha Blake, RN CHES, M. H. Ed. Volunteer	Health Education Consultant	2 hours per month	August 2013 to May 2014

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E. PROGRAM BUDGET (2 points):

<u>RECEIPTS</u>	<u>COST</u>
<u>Grant request from City of College Park</u>	<u>\$2,500.00</u>
<u>Foundations, other grants</u>	<u>N/A</u>
<u>Public agencies</u>	<u>N/A</u>
<u>Corporations</u>	<u>N/A</u>
<u>Other receipts (describe)</u>	<u>N/A</u>
<u>In kind contributions (goods and services donated)</u>	<u>\$300.00</u>
<u>TOTAL RECEIPTS</u>	<u>\$2,500.00</u>
<u>EXPENSES</u>	<u>COST</u>
<u>Personnel costs</u>	<u>\$0.00</u>
<u>Equipment purchases</u>	<u>\$0.00</u>
<u>Supplies</u>	<u>\$2,500.00</u>

<u>Transportation</u>	<u>\$0.00</u>
<u>Equipment rentals</u>	<u>\$0.00</u>
<u>Consulting Fees</u>	<u>\$300.00 (in kind)</u>
<u>Other services</u>	<u>\$0.00</u>
<u>Other expenses</u>	<u>\$0.00</u>
<u>TOTAL EXPENSES</u>	<u>\$2,500.93</u>
<u>NET SURPLUS/ (DEFICIT)</u>	\$0.93

Please include a paragraph explaining how the amounts of the money spent are determined. Some detail is needed to provide a clear understanding of the costs of the items and/or personnel costs of your program.

Personnel costs are paid FTE via Hyattsville Middle School. All monies acquired from City Grant will be spent on equipment needed to begin dissection.

Funds explained will be spent on dissection kits, dissection pans, frogs and piglets. One piglet will be shared among four students and will be the same with the frogs. Lab trays are necessary for safety and dissection for students.

Goggles have been donated and are currently double protected from excrement and liquids. We have some goggles that are measured to fit. All grant funding is being utilized on instruments that have a life span of approximately 45 years with the exception of the deceased frogs and piglets. These funds will be responsible for Hyattsville Middle School providing dissection coursework for students into the next decade and then many more years! Supplies will be purchased from Carolina Biological. Please see item and price list below.

Item Description	Item #	Cost	Quantity	Total Cost
Student Dissecting Set	621096	\$ 10.95	31	\$339.45
Dissecting Pan	629002	\$17.50	30	\$525.00

Fetal Pig Interactive Lesson	521500	\$0.99	1	\$0.99
Exploring Mammalian Tissue Type Kit, Pig Anatomy	228095	\$365.65	2	\$731.30
Animal Cells and Tissue Slide CD/ Rom Set	292114	\$130.00	1	\$130.00
Frog Dissection Bio Kit	221460	\$56.20	6	\$337.20
Carolina eBook:	521004	\$1.99	1	\$1.99
Gel Electrophoresis Chamber Set	213654	\$285.00	1	\$285.00
6-pack of E-Gels	213805	\$150.00	1	\$150.00

ORDER SUBTOTAL: \$2,500.93

**City of College Park
FY2013 Public School Education Grant Application
(Deadline: Wednesday, October 10, 2012 6:00 pm)**

NOTE: Certain items on this grant application have designated point values to be used in the review of applications for City Council award. Point values are noted in parentheses after section or question headings.

A. GENERAL INFORMATION:

School Name: Greenbelt Middle School _____

School Address: 6301 Breezewood Drive _____

City/State/Zip: Greenbelt Maryland 20770 _____

Program Name (if different): GMS College Awareness _____

Contact Person/Title: Warren Tweedy/ Principal _____

Telephone Number: 301-513-5040 _____ FAX Number: 301-513-5421 _____

E-mail Address: _____ warren.tweedy@pgcps.org _____

Grant Request: \$ 7500.00

Use of Grant Funds: Will the City of College Park Public School Education Grant be used to maintain an existing program, expand an existing program or start a new program? Check the appropriate box:

Maintain Existing Program Expand Existing Program Start New Program

If existing, in what year did **this program** begin operating? _____

We, the authorized representatives of the applicant school/organization, have completed or directed the completion of this application for the City of College Park Public School Education Grant and confirm that the information contained herein is true and correct to the best of our knowledge, information and belief

Signature/Date

Signature/Date

Printed Name/School Principal

Printed Name/Title

B. MERITS OF THE PROJECT (14 points)

1. Describe how the project fulfills, supports and/or advances an educational need.
2. With clarity, explain your project. Be specific in detailing your project so we have a clear understanding of how your project works. If necessary, attach a copy of your plan with supporting documents that enhance our understanding of your project. S
3. List at least one measurable educational outcome. Identify and describe the method of evaluation for the educational outcome. These methods may include questionnaire, interview, survey, pre- and post- test, rating scale, observation, other. Be specific.
4. Describe the educational impact your project will have on students and/or the school community. Outcomes can be defined as the changes/benefits in skill, behavior, knowledge, attitude, conditions, status or awareness that participants experience during or after taking part in program activities. Relate the elements of your project that contribute/cause/result in the achievement of your project's educational outcomes.
5. Does your project have longevity and thability to continue to have an impact beyond the first year? If so, please explain. OR why is your project vital for this year/one time? Please explain.

C. COMMUNITY OUTREACH

It is not necessary to have a community partner for this project, but if so, who are they and how is the partnership realized? Does your partner provide funds, equipment, personnel, etc.?

D. PROJECT ACHIEVABILITY (3 points):

1. Identify and clearly define the roles/activities of individuals involved in your project: staff, parnets, and other volunteers. If applicable, identity the average number of days or hours per month each activity will be provided to program participants and target dates of your program. A chart is provided to assist you but you may answer this question without using the chart.

Position/Title	Activity/ Specific Task	Average Days/Hrs per Month	Target Dates
Classroom Teachers	College Tour	1day /7.5hrs x 4	1- Dec 2012 2- Jan-Mar 1- Apr-Jun

E. PROGRAM BUDGET (2 points):

Receipts

Grant request from City of College Park	<u>\$7500.00</u>
Foundations, other grants	_____
Public agencies	_____
Corporations	_____
Other receipts (describe: _____)	_____
In-kind contributions (goods and services donated)	_____
TOTAL RECEIPTS	\$ <u>\$7500.00</u>

Expenses

Personnel costs - (Guest Speakers)	<u>\$500.00</u>
Equipment purchases	<u>\$0.00</u>
Supplies	_____
Transportation	<u>\$6000.00</u>
Equipment rentals	<u>\$0.00</u>
Consulting fees (Administrative Fees)	<u>\$500.00</u>
Other services (describe: <u>Lunch</u> _____)	<u>\$500.00</u>
Other expenses (describe: _____)	_____
TOTAL EXPENSES	\$ <u>\$7500.00</u>
NET SURPLUS / (DEFICIT)	\$ _____

Please include a paragraph explaining how the amounts of the money spent are determined. Some detail is needed to provide a clear understanding of the costs of the items and/or personnel costs of your program.

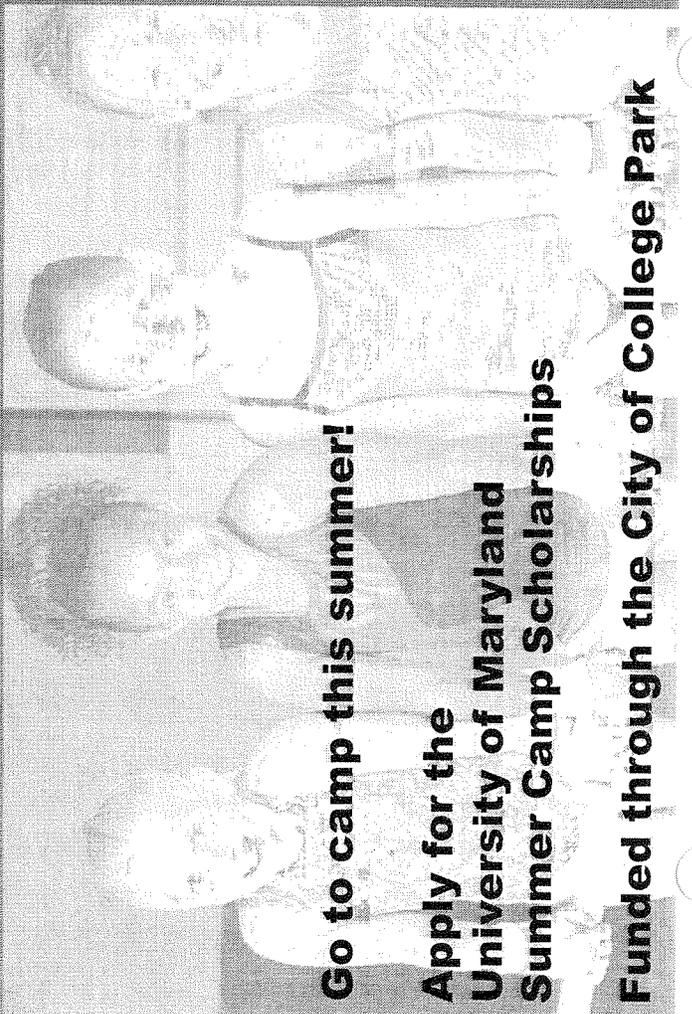
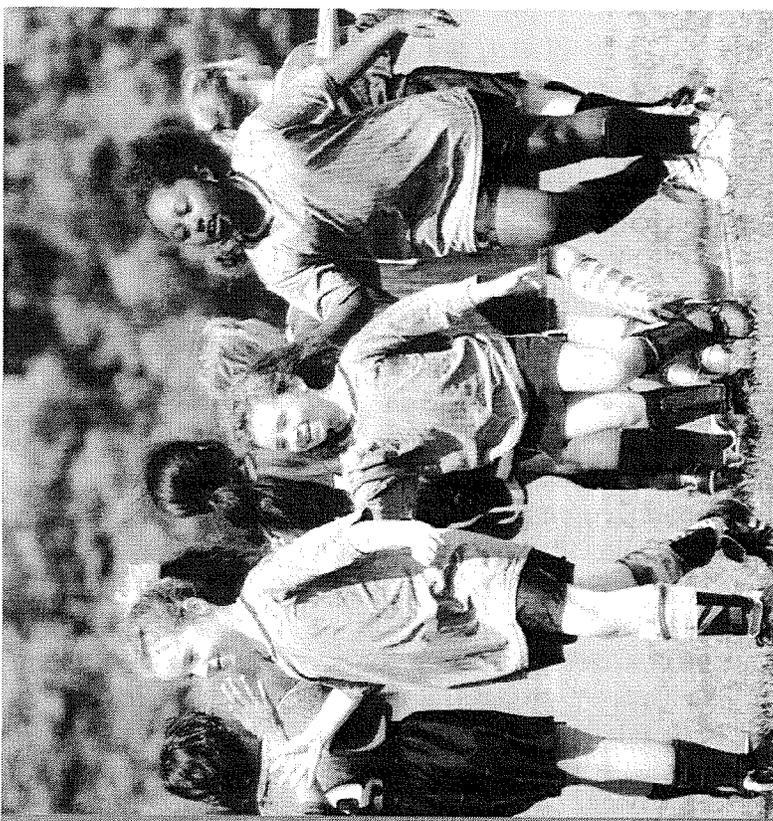
Each college tour will include approximately 175 students. Bus transportation is approximately \$500.00 per bus. Each bus holds 54 passengers. The budget is as follows:

- 6th Grade – One college tour @ \$1500.00
- 7th Grade – One college tour @ \$1500.00
- 8th Grade – Two college tours @ \$3000.00
-

MERITS OF THE PROJECT (14 points)

1. Describe how the project fulfills, supports and/or advances an educational need.
 - a. Our vision at greenbelt middle school is to foster an environment where the culture is centered on rigor and students success through collaboration, which means all educational stakeholders. Where exceptional achievement is the goal and strong relationships are the tread of the schools culture.
2. With clarity, explain your project. Be specific in detailing your project so we have a clear understanding of how your project works. If necessary, attach a copy of your plan with supporting documents that enhance our understanding of your project.
 - a. Greenbelt Middle School will prepare all students to become 21st centery learners, and provide information pertaining to opportunities to enroll in colleges and universities, and or facilitate interst with all students to join the work force with the technological skills and a trade to support their entrance into a global society.
3. List at least one measurable educational outcome. Identify and describe the method of evaluation for the educational outcome. These methods may include questionnaire, interview, survey, pre- and post- test, rating scale, observation, other. Be specific.
 - a. Students will development and maintain a career development portfolio in order to promote a college going culture via classroom projects, team activites, and college tours.
 - i. Students will use a rubric to measure content of the career potfolio with efficiency.
4. Describe the educational impact your project will have on students and/or the school community. Outcomes can be defined as the changes/benefits in skill, behavior, knowledge, attitude, conditions, status or awareness that participants experience during or after taking part in program activities. Relate the elements of your project that contribute/cause/result in the achievement of your project's educational outcomes.
 - a. Students will increase their knowledge of college readiness and career awareness
 - i. Use skills of listening and observing during college trips
 - ii. Use technology to research colleges of interests
 - iii. Begin to develop an understanding of the value college education
 - iv. Develop an understanding of college vocabulary
 - v. Prepare for and conduct a career interview on a profession of choice
 - vi. Research various careers, comparing salaries and qualifications
5. Does your project have longevity and the ability to continue to have an impact beyond the first year? If so, please explain. OR why is your project vital for this year/one time? Please explain.
 - a. This program will best the needs of our students through continual exposure to the world of college.

09/2012 rev



Go to camp this summer!
Apply for the
University of Maryland
Summer Camp Scholarships
Funded through the City of College Park



Are you a resident of College Park?
then
Go to camp this summer!

Apply for the

University of Maryland Summer Camp Scholarships

Funded through the City of College Park

Scholarship Application for University of Maryland 2013 Youth Summer Camps

Scholarships Sponsored by City of College Park, MD - Available for City of College Park youth, grades K – 12th

Child's Name: _____ Age: _____ Grade _____ School: _____

Parent's Name: _____ Parent email address (print clearly) _____

Home Address: _____

Home Number: _____ Parent Cell Number: _____

List in Priority Order UMD Summer Programs of Interest (Select from the UMD website: thestamp.umd.edu/gh/family/summercamps)

Name	Session Dates	Cost
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____

For youth to complete: I want to go to UMD Summer Camp because:

This program is sponsored by the City of College Park Education Advisory Committee

Awards are made for University of Maryland Summer Camp Programs.

Awards are granted up to a maximum of \$500 per student.

One application per student. Only residents of the City of College Park are eligible to apply. Students are eligible to receive an award for one camp session only.

A letter of recommendation from an educator must accompany application.

RETURN FORM to City of College Park Youth and Family Services, 4912 Nantucket Road College Park, MD 20770 ATTN: PEGGY HIGGINS

Signature of Parent/Guardian

Date

For more information call 240-487-3550 or phiggins@collegeparkmd.gov

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>iEngineer @ UMD</p> <p>Women in Engineering Program - Denise Park Phone: 301-405-9434 Email: park@umd.edu www.wie.umd.edu/precollege/iengineer.html/</p>	<p>For students entering the 4th or 5th grade.</p>	<p>\$325</p>	<p>***Applications for the 2013 program -avail. January*** Application deadline - March 25, 2013. Should be compl. by parent/guardian. However, the Online Form also includes an "About Me" paragraph to be written by student. (Paper forms available upon request.) Teacher Letter of Recommendation: Should be completed by a current math or science teacher. If this is not possible (e.g., due to home-schooling), another teacher or adult besides the child's parent may complete the recommendation. Please mail the letter of recommendation with a signed seal directly to: Women in Engineering - iEngineer 1131XX Glenn L. Martin Hall</p>	<p>One-week: Monday, July 8 – Friday, July 12, 2013, 9:00am - 3:00pm</p>	<p>This one-week commuter camp is an exciting opportunity for girls and boys to learn more about STEM through a variety of fun, hands-on activities.</p>
<p>CyberSTEM Camp Cristin Caparotta (301)-405-6735 Maryland Cybersecurity Center (MC2) and CyberWatch www.cyber.umd.edu/education/cyber-stem</p>	<p>Middle school (incoming 7th and 8th grade) girls</p>	<p>\$375</p>	<p>To apply for the camp, the Online Form should be completed by the student and parent/guardian. Accepted applicants will be notified of their admission via email, and will then be contacted about payment and other details. Deadline for Applications: March 1, 2013</p>	<p>July 22-July 26, 2013, 9:00am-3:30pm</p>	<p>CyberSTEM camp is a one-week commuter summer program at the University of Maryland, College Park for middle school girls who are interested in the growing field of cybersecurity.</p>

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Stepping Stones to Your Future</p> <p>Elizabeth Reemers, SSTYF Coordinator 301-405-0315 A. James Clark School of Engineering www.wie.umd.edu/k12/sstyf</p>	<p>For students entering the 7th or 8th grade.</p>	<p>\$350</p>	<p>***Applications for the 2013 program will be available in January***</p> <p>Application Available: January 7, 2013 /Application Deadline: March 15, 2013</p> <p>Completed application pkg. must include the following items: Online Form (To be compl. by the student and parent/guardian) Student's personal statement expressing interest and expectations if accepted into the Stepping Stones program. To be completed by the student online in Online Form.</p> <p>NOTE: Please check your spelling and grammar before submitting Completed Teacher Recommendation Form [pdf] (To be completed by a current math or science teacher) Please mail the teacher recommendation to: Women in Engineering - SSTYF 1131 Glenn L. Martin Hall</p>	<p>Session I: July 15-19, 2013</p> <p>Session II: July 22-26, 2013</p> <p>9:00 am - 3:30 pm, daily</p>	<p><i>Stepping Stones to Your Future</i> is an annual summer engineering commuter camp. It is an excellent opportunity for young men and women who are interested in science and engineering to work with current University of Maryland students on a variety of fun and hands-on engineering activities.</p>

UNIVERSITY OF MD/COLLEGE I SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Cyber Defense Training Camp Cristin Caparotta Maryland Cybersecurity Center (MC2) and CyberWatch (301)-405-6735</p>	<p>For students entering the 11th or 12th grade</p>	<p>\$1000</p>	<p>Technical experience is recommended, including networking, Cisco Academy, and/or Java programming.</p> <p>How to Apply: To apply for the camp, the Online Form be completed by the student and parent/guardian. Accepted applicants will be notified of their admission via email, and will then be contacted about payment and other details. Deadline for Applications: May 15, 2013</p>	<p>July 7-July 13, 2013 Sunday July 7, 2013 - Saturday July 13, 2013 On Sunday, the program begins at 3:00pm and it is completed at 1:00pm on Saturday.</p>	<p>Cyber Defense Training Camp is an intermediate level * 7 day summer program for high school men and women. You will live on campus for one week (Sunday-Saturday) at the University of Maryland, College Park and expand your knowledge of cybersecurity. Students learn about these fields, visit local sites and hear from a variety of speakers to learn more about the skills needed for this exciting profession.</p>
<p>Discovering Engineering Tykeia Robinson, Graduate Assistant for Outreach and Recruitment Undergraduate Recruitment and Special Programs summerengr@umd.edu www.engrscholarships.umd.edu/summer (301) 405-5342</p>	<p>For students entering the 11th or 12th grade.</p>	<p>\$1000 ***The fee will be determined by the January 2013.***</p>	<p>***Please check back in January for summer 2013 dates.***</p>	<p><i>(Last Year)</i> Session 1: July 22 - July 28, 2012, Session 2: July 29 - August 4, 2012</p>	<p>The Discovering Engineering program is an engineering summer camp for high school students (upcoming juniors and seniors). Find out if engineering is for you. Meet faculty, tour one-of-a-kind labs and facilities, and learn about the various engineering disciplines offered at the University of Maryland. You will live on campus and participate in a variety of activities including laboratory work and demonstrations, lectures, discussions, computer instruction and team design projects.</p>

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>S.P.I.C.E. Center for Minorities in Science & Engineering and Women in Engineering Program Mrs. Trinette Young Center for Minorities in Science and Engineering Phone: 301-405-3878 Email: tyoung1@umd.edu www.wie.umd.edu/k12/spice-camp</p>	<p>For students entering the 9th or 10th grade</p>	<p>\$300 - last year</p>	<p>***App. for the 2013 pgm avail. in Jan.*** Your complete app. must incl. the fol. items: Biographical Info. and Essay. Essay should respond to the quest.: "What can be done to encourage young women and minorities to pursue engineering?" **It is important to check for spelling and grammatical errors. Hint: Type essay response in a word processing program first, review it for errors, then copy it into the text box on the application.** Teacher Rec. must be printed on school letter head, and sealed in a signed envelope. Teacher should address your classroom behavior, ability and interest, specifically in math, science and engineering (if applicable). Materials should be mailed to: S.P.I.C.E. Camp CMSE/WIE 1131 Glenn L. Martin Hall College Park, MD 20742</p>	<p><i>SPICE Camp will be offered the week of June 24th. The information will be posted shortly after the holidays.</i></p>	<p>S.P.I.C.E. Camp is a commuter program for young women who would like to learn more about engineering. Students will be introduced to the world of engineering through projects, tours, and guest speakers. Each activity is intended to highlight the relevance of engineering in our daily life and how engineering can work to improve societal problems. All activities will be supervised by current engineering students.</p>

UNIVERSITY OF MD/COLLEGE SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
ESTEEM Center for Minorities in Science and Engineering LaWanda Kamalidiin www.cmse.umd.edu/summer/esteem.html lsaddler@umd.edu 301 405 3878	For students entering the 12th grade.	\$200 - Last Year	March 29, 2012	<i>(Last Year)</i> Two weeks: June 18, 2012 - June 29, 2012	Engineering Science and Technology to Energize and Expand Young Minds (ESTEEM) is a research methodology seminar with lab demonstrations, lab tours, lab experiments, a computer/internet workshop, and a SAT Workshop. Students who participate in the program will have the opportunity to have an academic year-long independent research project with an engineering faculty member.
Exploring Engineering at the University of Maryland (E2@UMD) Dr. Paige Smith, Director Women in Engineering Program www.wie.umd.edu/k12/e2atumd.html pesmith@umd.edu 301-405-9331	For students entering the 11th or 12th grade	\$800 - Last Year		July 7-13, 14-20, 2013	Exploring Engineering at UMD is a summer program for high school women (upcoming juniors or seniors) who are considering engineering as a possible major and career. You will live on campus for one week and explore the world of engineering through fun hands-on activities, laboratory experiments, informative workshops, team LEGO challenges and seminars with professional engineers.
S.A.T. Strategies Trinnette Young Center for Minorities in Science & Engineering (301) 405-3881 cmse@umd.edu; tyoung1@umd.edu www.cmse.umd.edu/summer/sat-strategies.html	For students entering the 10th, 11th, or 12th grade	\$500		<i>(Last Year)</i> June 16, 2012 - July 2, 2012	The focus of this workshop is on successful test-taking skills and reasoning strategies to help students maximize their scores on the SAT. Topics are presented relevant to the math, verbal and writing sections of the test. The program provides over 40 hours of instruction, a pre-test and a post-test as well as periodic evaluations to gauge student progress throughout the workshop. Students also have a follow-up half-day preparation session in during the fall semester prior to the October S.A.T.

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Art and Learning Center Summer Arts Camp Art and Learning Center Summer Arts Camp</p> <p>Neal McKinney and Irene Lee 301-314-ARTS The Art and Learning Center University of Maryland, B0107 Stamp Student Union College Park, MD 20742.</p>	<p>6 – 12 years old (as of July 11, 2011)</p>	<p>\$180 per week – After Care \$40 Before Care — FREE!!</p>	<p>Print out the Registration Form (AVAILABLE JANUARY 30TH)</p>	<p><i>(Last Year)</i> 9:00 AM – 3:00 PM (Before Care 8AM – 9AM) (After Care 3PM – 5PM) Session I: 7/9/2012 - 7/13/2012 Drawing & Painting, Pottery & Sculpture, Storytelling & Theatre Session II: 7/16/2012 - 7/20/2012 Drawing & Painting, Pottery & Sculpture, Music & Performance Session III: 7/23/2012 - 7/27/2012 Drawing & Painting, Pottery & Sculpture, Storytelling & Theatre Session IV: 7/30/2012 - 8/3/2012 Drawing & Painting, Pottery & Sculpture, Music & (Before Care 8AM – 9AM) (After Care 3PM – 5PM)</p>	<p>The Art and Learning Center offers four one- week day camps for children ages 6-12. Everyday campers will participate in three specialties. Specialties will change each week..</p>

UNIVERSITY OF MD/COLLEGE : SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Womens Elite Camp Daytime: Chris Campbell (301) 385-2888 After Hours: Zach Kancher (215) 850-0991</p>	12 to 18	<p>OvNight - \$200; Commuter - \$150; Deposit: \$75 (Rest of balance due by June 1st)</p>		<p><i>(Last Year)</i> June 21 - 22</p>	<p>Our camp features intense workouts aimed at improving individual skills, competitive team play, and skill competitions. Basketball experience and a desire to push your game to the next level required for participation.</p> <p>Each athlete will receive attention from Maryland Women's Basketball Coach Brenda Frese and her coaching staff. The instructors will include many Maryland players as well as accomplished college, HS, and AAU coaches.</p>
<p>Womens Individual Day Camp Chris Campbell (301) 385-2888 After Hours: Zach Kancher (215) 850-0991</p>	8 to 18	<p>250; Deposit: \$100 (Rest of balance is due by June 1st)</p>		<p><i>(Last Year)</i> July 24th - 27th, 8-9 am Check in 9 am First session will begin at Comcast Center. 4 pm First day ends Remaining days: 9 am Day session begins 4 pm Day session ends</p>	<p>Maryland Women's Basketball Individual Day Camp is the camp for all players who want to improve their skills, have fun, and meet new people!</p> <p>Develop and improve your overall game with station work focusing on skill and skill development. Basketball fundamentals will be the focus of this camp - shooting, ball handling, team defense and team offense. Team games and skill competitions will also be featured.</p>
<p>Womens Individual Overnight Camp Chris Campbell (301) 385-2888 After Hours: Zach Kancher (215) 850-0991</p>	10 to 18	<p>OverNight: \$425 Commuter: \$325 /Deposit: \$150 (Rest of balance is Due by June 1st)</p>		<p><i>(Last Year)</i> July 30th - Aug 2nd 12-1:30 pm Check in 2 pm First session will begin at Comcast Center.</p> <p>August 2nd 11:30 am Last session ends at Comcast Center 12-1:30 pm Check out</p>	<p>Maryland Women's Basketball Individual Overnight Camp is designed for all players who want to improve your game and have fun playing!</p>

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Gymnastics</p> <p>University of Maryland Gymnastics Erinn Dooley - Assistant Coach Comcast Center Room 1723 Terrapin Trail College Park, MD 20742</p>	<p>Ages 7-18 Girls?</p>	<p>If Paid before 6/1: Over Night Camper \$565.00; Day Camper \$465.00</p>	<p>Registration will be held Sunday, July 29 from 5 p.m. until 6 p.m.</p>	<p><i>(Last Year)</i> July 29 - Aug. 2 with day and overnight camp</p>	<p>The University of Maryland Gymnastics Program is proud to offer their gymnastics camp to beginner through elite competitive gymnasts ages 7 and up. This camp is designed to teach the campers the fundamentals of gymnastics and the camp's goal is to meet the needs of each individual gymnast. Daily rotations of vault, bars, beam, floor, trampoline, strength, dance and flexibility will be included. All levels of campers will work with all of our coaches!</p>
<p>Nike Golf Schools & Junior Camps at the University of Maryland Jason Rodenhaver, Camp Director</p> <p>University of Maryland College Park, Maryland 20742 1-800-645-3226</p>	<p>Ages: 10-18</p>		<p>2013 camp dates and prices coming soon.</p>	<p><i>(Last Year)</i> July 29 - Aug. 1, 2012</p>	<p>Come join University of Maryland Director of Golf, Jason Rodenhaver, for a week of unrivaled golf instruction at the University of Maryland, a member of the powerhouse ACC conference. We are committed to helping each camper become a better player, and we hope all our participants leave camp having established new friendships and more passion for the game.</p>
<p>Women's Lacrosse</p> <p>Cathy Reese-Director</p>	<p>Girls ages 8-18</p>	<p>Overnight Camp Cost: \$525 Commuter Camp Cost: \$450</p>		<p>(Overnight & Day Camp) July 7 - 10 2013</p>	<p>All participants will receive: a camp T shirt, reversible, water bottle, lanyard and sticker</p> <ul style="list-style-type: none"> • Specialized position training • Players are grouped by age and evaluated throughout camp on ability • Exciting, energetic demonstrations of skills and technique by University of Maryland staff and players in our exclusive Demo's • Talent show and evening entertainment programs • Lots of chances to win awesome awards and prizes • Newly Air Conditioned Dorms!!!

UNIVERSITY OF MD/COLLEGE SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
Softball Laura Watten lwatten@umd.edu Phone: 301-314-6699	10 TO 18	UMD Pitching/Camp ping Camp - \$225; UMD All Skills Camp - \$350		<i>(Last Year)</i> UMD Pitching Camp - June 25-27, 2012; UMD All Skills Camp June 18-21, 2012	Softball Camps are a great place to improve your softball skills, compete against quality athletes, such as you, and, at the same time, experience elite instruction and development from Head Coach Laura Watten and some of the top coaches and athletes from all areas of the country. Our camps and clinics are designed and structured to provide all campers with the best possible all-around softball instruction.
University of Maryland 2012 Volleyball Camp Krista Valdivia Assistant Coach, Camp Director Email: Terpvbcamp@gmail.com Phone: 410-858-0332	(Boys and Girls, Grades 5-12)	\$325		<i>(Last Year)</i> Day Camps Camp July 9-11 9 a.m.-4 p.m.	Our camp staff is what makes the Maryland Volleyball camp one of the best in the country. Our Coach/Player ratio is 10:1. All camps include intensive training on fundamentals, team systems, and offensive and defensive strategy. All campers are placed into groups of similar skill levels in order to insure the most improvement, challenge and fun during the camp experience
University of Maryland 2012 Volleyball Camp Residential/Commuter Camps Krista Valdivia Assistant Coach, Camp Director Email: Terpvbcamp@gmail.com Phone: 410-858-0332	General Skills Camp (only open to girls, grades 5-12)	Residential: \$440 Commuter: \$340		<i>(Last Year)</i> July 17-20	The GENERAL SKILLS CAMP is geared toward the beginner to intermediate level athlete, grades 5-12 for players looking to improve their overall skills. This camp is perfect for any skill level and focuses on teaching and polishing the campers overall skills. A deposit of \$150 is required if paying by check.
University of Maryland 2012 Volleyball Team Camp Krista Valdivia Assistant Coach, Camp Director Email: Terpvbcamp@gmail.com Phone: 410-858-0332	girls, grades 9-12	Residential \$340/player Commuter \$240/player		<i>(Last Year)</i> July 12-15	Our camp staff is what makes the Maryland Volleyball camp one of the best in the country. Our Coach/Player ratio is 10:1. All camps include intensive training on fundamentals, team systems, and offensive and defensive strategy. All campers are placed into groups of similar skill levels in order to insure the most improvement, challenge and fun during the camp experience

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>University of Maryland 2012 Volleyball Elite Skills Camp</p> <p>Krista Valdivia Assistant Coach, Camp Director Email: Terpvbcamp@gmail.com Phone: 410-858-0332</p>	<p>(only open to girls, grades 9-12)</p>	<p>Residential: \$455</p>		<p><i>(Last Year)</i> July 17-20</p>	<p>Our Elite Skills Camp is geared toward players aged 14-18 (on or before July 1, 2011) who also possess competitive volleyball experience. While the Elite Skills Camps is open to any and all entrants, those enrolling in the Elite Skills Camp are highly encouraged to have high school varsity level volleyball experience.</p>
<p>The Terps Soccer Camp</p> <p>(301) 314-0191 (o) (202) 465-1855 (c) terpsoccercamp@umd.edu</p>	<p>Girls Ages: 9-17</p>	<p>\$545 for Residential Campers (\$520 for group of 8 or more) \$445 for Extended Day Campers (\$420 for group of 8 or more)</p>		<p><i>(Last Year)</i> June 24 - 27 and July 11 - 14.</p>	<p>Terps Soccer Camp for Girls is the perfect avenue for girls aspiring to play at the collegiate level. Campers will get an up-close and personal look at the University of Maryland women's soccer team - which may be a glimpse of their future.</p>

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Track & Field Andrew Valmon University of Maryland, 1705 Comcast Ctr. College Park, MD 20742 (301) 314-6675 Fax (301) 405-0955 email avalmon@umd.edu ; dsiebert@umd.edu	Ages 10-17	\$150 per camper		<i>(Last Year)</i> June 14-16, 2012/ 3-DAY CAMP	2-time Olympic Gold Medalist and U of M Head Coach Andrew Valmon will direct the camp. Coach Valmon will be assisted by other Division I coaches and athletes. A priority will be to provide individualized instruction so each athlete builds on personal strengths and works on weaknesses. The camp will emphasize developing mental as well as physical techniques for optimizing performance. Athletes will learn drills and techniques that they can continue to practice for improvements after camp sessions ends. Great for track & field athletes as well as athletes wishing to develop speed and conditioning for other sports. Athletes will be grouped by age and ability.
Mark Turgeon Basketball Camps 301-314-7029 www.markturgeonbasketballcamp.com	boys ages 8 to 18	Overnight Session I: \$485; COMMUTER: \$365	Check back often to see when we announce camp dates for 2013.	<i>(Last Year)</i> Day Camp: June 18-20; Overnight Camp Session I: June 24-27; Team Camp: June 29 - July 1; Overnight Camp Session II: July 5-8	Here at the University of Maryland we are excited to offer a great camp experience to young men ages 8 to 18. Includes lunch & dinner, camp T-shirt and camp tuition. Campers NOT staying overnight leave at 9pm.
Maryland Football 3 Day Camp info@marylandfootballcamp.com 888-305-0224	young men entering grades 7-12.	\$325 for overnight or for \$275 Commuters		<i>(Last Year)</i> Session 1 June 27 – June 29	During this three-day period campers will benefit from both individual and team instruction. They will learn how to improve strength and speed. Every aspect of the game will be covered.

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
Skills Football Camp info@marylandfootballcamp.com 888-305-0224	This camp is for young men entering 9th-12th grade	The Big Skill Camp is only \$60.00.		<i>(Last Year)</i> Session 1 -June 15	This one-day camp allows for a lineman to be coached on the finer points of the game by two of the best line coaches in the country. Offensive line coach Tom Brattan and Defensive Line Coach Greg Gattuso send players to the pros, twenty of their former players are in the NFL. With a combined total of more than 45 years of collegiate coaching experience you will get coached to maximize your ability. Discounts available for teams sending 10 or more lineman. This camp is for young men entering 9th-12th grade.
Senior Prospect Football Camp info@marylandfootballcamp.com 888-305-0224	Young Men Entering Grades 9-12	\$60.00.		<i>(Last Year)</i> Session 1 June 17 Session 2 June 22 Session 3 June 23 Session 4 June 27	one-day camp is designed to evaluate your game and see where you need to improve. Showcase your talents in front of college coaches from around the country.
Little Terps Football Camp info@marylandfootballcamp.com 888-305-0224	Those entering grades 1-8.	\$40.00.		<i>(Last Year)</i> Session 1: Monday, June 18, 2012 5:00pm – 8:00pm Session 2: Sunday, June 24, 2012 10:30am – 1:30pm	This camp teaches young football players the fundamentals and techniques needed to become better football players. Get valuable instruction along with competitive drills and have fun while you learn. This camp is for those entering grades 1-8.

UNIVERSITY OF MD/COLLEGE : SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Nike Golf Schools & Junior Camps at the University of Maryland</p> <p>Jason Rodenhaver, Camp Director 1-800-645-3226</p>	10-18 years old	2013 camp dates and prices coming soon	2013 camp dates and prices coming soon	<p><i>(Last Year)</i> July 29 - Aug. 1, 2012</p>	<p>Instruction from nationally recognized college coaches and players Small group instruction with low student/teacher ratio Daily on-course instruction with the University of Maryland staff Nike amenity package including a Nike hat, one dozen Nike golf balls, a camp workbook, Nike bag tag and other great prizes Fun, off-course evening activities (movie night, basketball, field games etc.) A healthy and positive learning environment designed to help every camper get better!</p>
<p>Men's Lacrosse Men's Lacrosse Overnight Instructional Camp</p> <p>Maryland Lacrosse (301) 405-0710 www.umterpslax.com</p>	Ages 8-18	<p>Overnight Camp Fee: \$540 Day Camp Fee: \$425</p>		<p><i>(Last Year)</i> June 20-23, 2012</p>	<p>Use of University of Maryland Facilities Teaching by College Coaches and Players Interaction with All-Americans, MLL Players, and Current College Players Free time at night to talk with College Players Games and Tournament play in all age divisions Practice Drills and Station work Watch film of Maryland Lacrosse games University of Maryland Lacrosse STX Jersey Awards for Camper of the Week Underarmour and STX Raffle</p>

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Men's Soccer DAY CAMP Session1</p> <p>E-mail: marylandsoccercamp@umd.edu</p>	<p>Ages: 6 - 14</p>	<p>Cost: \$325</p>		<p><i>(Last Year)</i> June 24-28 (Monday-Friday)</p>	<p>All of the programs offered have been designed to meet the special needs of each individual player based on age and ability. Sasho Cirovski's MARYLAND SOCCER CAMP FOR BOYS is based on a simple coaching principle. Young people learn and develop skills most quickly and effectively when they are having fun. Our main objective is to teach each player how to fully reach his potential as a soccer player. We have designed our learning exercises and functional training games to teach individual techniques, skills, and tactics through creative and motivating sessions. All of this will be achieved in an environment of positive reinforcement and communication designed to enrich each individual's soccer experience.</p>
<p>Men's Soccer ADVANCED RESIDENTIAL & EXTENDED-DAY CAMP (SESSION 2)</p> <p>marylandsoccercamp@umd.edu</p>	<p>8 – 18 years old</p>	<p>\$545 Residential (10 years old and up) / \$445 Extended-Day (9 AM – 8 PM) / Deposit: \$200</p>	<p>Register now for 2013</p>	<p>June 29 – July 2, 2013 Saturday - Tuesday</p>	<p>All of the programs offered have been designed to meet the special needs of each individual player based on age and ability. Sasho Cirovski's MARYLAND SOCCER CAMP FOR BOYS is based on a simple coaching principle. Young people learn and develop skills most quickly and effectively when they are having fun. Our main objective is to teach each player how to fully reach his potential as a soccer player. We have designed our learning exercises and functional training games to teach individual techniques, skills, and tactics through creative and motivating sessions. All of this will be achieved in an environment of positive reinforcement and communication designed to enrich each individual's soccer experience.</p>

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Men's Soccer JUNIOR AND SENIOR ELITE CAMP</p> <p>marylandsoccercamp@umd.edu</p>	<p>Premier Elite - Grades 3-8</p> <p>Senior Elite - Grades 9-12</p>	<p>Cost: \$545 Residential / \$445 Extended-Day (9 AM – 8 PM) / Deposit: \$200</p>	<p>Register now for 2013</p>	<p><i>July 13 – July 16, 2013</i> <i>Saturday - Tuesday</i></p>	<p>All of the programs offered have been designed to meet the special needs of each individual player based on age and ability. Sasho Cirovski's MARYLAND SOCCER CAMP FOR BOYS is based on a simple coaching principle. Young people learn and develop skills most quickly and effectively when they are having fun. Our main objective is to teach each player how to fully reach his potential as a soccer player. We have designed our learning exercises and functional training games to teach individual techniques, skills, and tactics through creative and motivating sessions. All of this will be achieved in an environment of positive reinforcement and communication designed to enrich each individual's soccer experience.</p>
<p>Men's Soccer HIGH SCHOOL PREP CAMP</p> <p>410-707-4424 marylandsoccercamp@umd.edu</p>	<p>Ages: 13-18</p>	<p>\$475-Residential/\$425-Extended Day</p>	<p>Register now for 2013</p>	<p><i>Aug. 3 - Aug. 5, 2013</i> <i>(Friday - Sunday)</i></p>	<p>All of the programs offered have been designed to meet the special needs of each individual player based on age and ability. Sasho Cirovski's MARYLAND SOCCER CAMP FOR BOYS is based on a simple coaching principle. Young people learn and develop skills most quickly and effectively when they are having fun. Our main objective is to teach each player how to fully reach his potential as a soccer player. We have designed our learning exercises and functional training games to teach individual techniques, skills, and tactics through creative and motivating sessions. All of this will be achieved in an environment of positive reinforcement and communication designed to enrich each individual's soccer experience.</p>

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
Kerry McCoy's Maryland Wrestling Beginner Camp www.marylandwrestlingcamps.com	Ages 5-16	\$130 Commuter Only		<i>(Last Year)</i> Monday, June 18, 2012 - Saturday, June 30, 2012	Learn the basic skills to begin wrestling. Camp will be held in The University of Maryland Wrestling room from 9am to 12pm. Ages 5-16 (If interested in a camp and do not meet age requirement contact us for exemption)
Kerry McCoy's Maryland Wrestling TECHNIQUE CAMP www.marylandwrestlingcamps.com	Ages 8-18	\$435 Overnight \$335 Commuter		<i>(Last Year)</i> June 27-30, 2012	Focus on learning great technique. Camp will be held in Cole Field House and will have 3 sessions a day consisting of combination of technique, live wrestling and conditioning. Ages 8-18 (If interested in a camp and do not meet age requirement contact us for exemption)
Summer Youth Music Camp HIGH SCHOOL STUDENTS Michael P. Hewitt, Director	HIGH SCHOOL STUDENTS		Website update in process. Content not accurate until this message is removed.	July 7-26, 2013	The Young Scholars Program invites high school students from throughout the U.S. and the world to an exceptional pre-college experience at the University of Maryland. Rising high school sophomores, juniors, and seniors with outstanding ability and promise pursue academic interests, discover career opportunities, and earn three university credits. This summer, be part of an international, multicultural community and experience university life at Maryland.

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Summer Youth Music Camp MIDDLE SCHOOL STUDENTS</p> <p>Michael P. Hewitt, Director</p>	<p>MIDDLE SCHOOL STUDENTS</p>		<p>Website update in process. Content not accurate until this message is removed.</p> <p>Requirements: •Be a current seventh or eighth grade student; •Have an academic average of 3.0 or better; •Demonstrate maturity, self-discipline, motivation, and a desire to succeed; and •Be willing and available to attend the entire two-week program, including the program's orientation date. Students must attend the program in its entirety. •Students are not permitted to miss any class time, including arriving late and/or leaving early, as this will cause serious academic jeopardy.</p> <p>Feb. 13, 2013</p>	<p>2013 2013 Summer Youth Music Camp. The band camp will take place Sunday, July 21 - Friday, July 26 while the string and vocal camp will be Sunday, July 28 - Friday, August 2. Please check www.music.umd.edu/symc on or around February 1, 2012 for registration and eligibility information</p>	<p>The Young Scholars Discovery program welcomes rising eighth and ninth grade students to an exceptional learning opportunity at the University of Maryland. For two challenging weeks, academically talented students explore career opportunities, engage with experts in innovative fields, collaborate during interactive seminars, and learn about university life at Maryland.</p>
<p>UMD Summer Youth Music Camp</p> <p>Michael P. Hewitt, Director</p>	<p>Grades 5-10,</p>			<p>July 22 - July 27, 2012 (Band) July 29 - August 3, 2012 (Voice & Strings)</p>	<p>Two week-long day camps for band, string, and vocal musicians entering Grades 5-10, culminating in public concerts of all participants.</p>

UNIVERSITY OF MD/COLLEGE PARK SUMMER CAMPS INCLUDE:

NAME OF PROGRAM	AGE OF STUDENT	COST	REGISTRATION DATE LAST YEAR	SESSION DATES	ACTIVITIES
<p>Terrapins Exploring Recreational Possibilities</p> <p>Mary Mires 301-226-4409 www.crs.umd.edu</p>	<p>children entering 1st through 7th grade</p>	<p>TBA per child, per week (includes T-shirt). \$50 of the camp fee is a non-refundable registration fee.</p> <p>Extended Care Fees: Morning (before) Care - \$25 Evening (after) Care - \$30 Morning (before) Care and Evening (after) Care - \$50</p>	<p>January 1 Priority Registration opens for previous participants* January 14 Registration opens for UM faculty/staff* January 28 Registration opens for all others* March 1 Registration discount ends June 7 ALL required forms are due for ALL weeks</p>	<p>2013 Week 1 of TERP Quest Summer Day Camp July 8 - July 12</p> <p>Week 2 of TERP Quest Summer Day Camp July 15 - July 19</p> <p>Week 3 of TERP Quest Summer Day Camp July 22 - July 26</p> <p>Week 4 of TERP Quest Summer Day Camp July 29 - August 2</p> <p>Week 5 of TERP Quest Summer Day Camp August 5 - August 9</p>	<p>A summer day camp designed to provide children with varied educational and recreational experiences in a fun and safe environment. Five one-week TERP Quest camps are offered in 2012. TERP Quest is a recreational summer day camp recognized by the State of Maryland Department of Health and Mental Hygiene and administered by the Campus Recreation Services Department at the University of Maryland.</p>

2. University District Vision Public Safety Report

THE VISION FOR THE UNIVERSITY DISTRICT

PUBLIC SAFETY WORKGROUP REPORT

January 31, 2013

BACKGROUND:

The City of College Park, Prince George's County, the University of Maryland, Prince George's County and the State of Maryland seek to create and implement an integrated and comprehensive community development strategy for the University District around College Park, Maryland. The University District consists of the entire City of College Park and the University of Maryland campus and will engage neighboring communities. All stakeholders want College Park to be a great college town. This goal is evident when one reviews a variety of vision and research documents that have been generated over the last few years.

Everyone wants the University District to be a highly desirable place to live, study and work, with vibrant, prosperous, and safe residential, commercial and educational neighborhoods.

Based upon College Park City-University Partnership discussion, discussion among various stakeholder workgroups and the advice of consultants with expertise in community development, it was determined that collective development efforts would revolve around five core areas:

- K-12 Education
- Public Safety
- Transportation
- Housing/development
- Sustainability

Each of the above areas has been the focus of considerable independent discussion and effort. But it is recognized that in order to achieve the broad systematic changes envisioned for the University District, these five strategies must be viewed holistically. Each strategy addresses the overarching goals of attracting appropriate residents and businesses, creating a vibrant, attractive district, reducing commute times, and creating more pedestrian/biking/transit friendly environment. However in order to be transformative with mutually beneficial outcomes, the strategies must be synergistic and implemented simultaneously.

What follows describes the initial recommendations of the Public Safety Workgroup to address the second initiative identified above.

THE PUBLIC SAFETY VISION FOR THE UNIVERSITY DISTRICT IN 2020:

Significantly improve City residents' quality of life and therefore attractiveness of City to UMD faculty and staff, and others, by reducing instances of student misbehavior in the neighborhoods, especially excessive noise, disorderly conduct and vandalism.

Assure that the University District remains one of the safest college communities in the United States, and as safe as communities of choice within the metropolitan area.

Assure that students, faculty, staff, residents, businesses and visitors perceive the University District as a safe and secure area.

Continue and expand efforts to reduce excessive student drinking and the risky behaviors associated with it.

PRIMARY STRATEGIES

While the above vision for the University District defines how our community will feel and function in 2020, we need practical strategies to help us achieve our vision.

The Work Group determined that there should be three pillars to our public safety strategy:

- The guardian function: police safety, ambassadors, and cameras;
- Regulatory initiatives: Student Code of Conduct, City licensing and code enforcement, Prince George's Liquor Board enforcement;
- Reduce drinking culture: tools above plus additional proactive programs.

After considerable discussion, the Work Group reached consensus on the following strategies.

1. Expand the jurisdiction of UMPD and the UM Student Code of Conduct to encompass the **entire** City of College Park.
2. Use "Safety Ambassadors" to expand the effectiveness of police throughout the City of College Park by increasing the visibility of safety efforts and expanding the reach of police. Safety Ambassadors would not be sworn officers; they would be uniformed public safety officers who do not carry a gun or a badge.
3. Expand the off campus security camera network with accompanying 24 hour surveillance by UMPD.
5. Initiate additional programs which deter risky behavior, encourage a healthy life style and make excessive drinking socially unacceptable.
6. Encourage landlords to cooperate with the City and the University to assure that tenant behavior meets City and County regulations.

7. Expand enforcement of City noise ordinance.
8. Explore City contracting with UMPD as well as County police. Revisit, again, the idea of the City having its own police force.
9. Enforce alcohol and other laws and regulations more effectively. Focus on business properties and residential properties which serve as “party houses.”
10. Integrate the sworn officers (including UMPD, PGPD and City Contract Officers), safety ambassadors, 911 dispatchers and new cameras into system that is effective and efficient.
11. Develop metrics to compare both the facts and perception of safety in the University District with those of aspirational college towns and communities of choice in the DC/Metro area.
12. Consider extending current UM technology to other District residents such that they can interact personally and directly with the 24 hour dispatch system operated by the UMPD.

PRIORITY ACTION PLAN:

The Work Group recommends the following 5 initial actions be taken as top priorities for consideration in 2013 and in the FY 2014 budgets. The cost of these actions and an allocation of costs is reflected in the Funding Plan which follows.

1. Extend the University’s Student Code of Conduct and UMDPS’ concurrent jurisdiction to the **entire** City of College Park.
2. Provide UMPD with additional staff to patrol 3 additional student-dominated neighborhoods: Lakeland, Crystal Springs and the high rise student apartment buildings west of Route 1 and south of University Blvd. Determine additional actions if any, based upon an assessment of need
3. Expand security camera coverage in the City as quickly as resources become available.
4. Expand City noise enforcement capability.
5. Provide resources to create, track and share public safety metrics that would enable us to evaluate the effectiveness of the various initiatives. These metrics should enable us to effectively compare ourselves to peer college towns generally, and cities of choice within the metropolitan area.

Funding these actions should be a shared responsibility of the University, the City, property owners, and the State. An allocation of these costs is proposed below.

PROPOSED COSTS AND FUNDING ALLOCATIONS:

	2013-14	2014-15	2015-16	2016-17	2017-18	PROPOSED FUNDING ALLOCATION:
1. Extend the Student Code of Conduct and UMPD jurisdiction to the entire City.	\$170,000	\$170,000	\$170,000	\$170,000	\$170,000	UMD:\$85,000/yr CCP: \$85,000/yr
2 a. Expand UMPD patrol coverage to 3 new College Park neighborhoods.	333,675	333,675	333,675	333,675	333,675	UMD and/or special City tax districts
2b. One time UMPD Costs for Training & Equipment.*						Recruiting, hiring and training costs: UMD (\$86,000) Equipment capital costs: State grants (\$115,000)
Subtotal:	201,000					
3. Expand Coverage of security cameras in the City. The capital costs are notional based on the likely scenario for 33 cameras.		400,000	300,000	350,000		Capital costs: State grants
		49,000	109,000	171,000	171,000	Operating costs: Special City tax districts.
4. Expand City noise enforcement capability	?	?	?	?	?	Costs funded by rental occupancy permit application fees, fines, and/or special tax district.
5. Create, track & share metrics which gauge success.	10,000	10,000	10,000	10,000	10,000	Operating costs: CPCUP
TOTALS	\$714,675	\$962,675	\$922,675	\$1,034,675	\$684,675	

* Includes 3 police vehicles and Livescan fingerprinting machine.

FUTURE:

The work group recommends that the following initiatives receive further study and analysis during the 2013 Spring semester. At the end of the semester, study results and recommended actions, should be made to the University President and the City Council.

1. Safety Ambassador Program.

This program (names for it vary) has demonstrated its usefulness in various locations around the country (e.g. UPenn area of Philadelphia, downtown Baltimore City). The focus of the program is somewhat different in each location and is tailored to local needs. In all cases, Safety Ambassadors consists of uniformed public safety officers who are not sworn officers and who do not carry guns. They are highly visible in their assigned neighborhoods, carry radios, work hours when the workload is expected to be at a peak, and are the eyes and ears of the police. An important question to be studied is their role in the University District. Do they focus on quality of life issues in the neighborhoods, or violent crime, or both? When their focus is determined, an implementation staffing plan and projected costs can be determined.

2. Security Cameras.

The work group believes that more cameras are needed in the City. But more study is needed to set specific priorities. For example, it is not yet clear to what extent they should focus on quality of life issues, violent crime or both. Additional study should concentrate on their role and then the type, location and number of additional cameras needed. The capital cost of providing additional cameras should be funded by State grants. The operating costs should be funded by City special taxing districts.

3. Noise abatement/party houses.

The work group believes that the noise, vandalism, and disorderly conduct emanating from student parties in the neighborhoods continues to be a serious issue. The work group believes that the work group, together with City Multi-Agency Services Team (C-MAST), should continue to develop and propose targeted strategies, drawing on landlord regulations and enforcement, Safety Ambassadors, UMPD and Contract Police, City code Enforcement Officers, the State's Attorney's office and the UMD fraternity and student affairs offices. If more resources are needed, the operating costs of this program could be funded by income from increased City fines and landlord rental occupancy fees and/or special taxing districts.

4. Risky Student Behaviors associated with Alcohol.

The work group believes that additional programs should be initiated to further reduce risky student behaviors associated with alcohol use. These programs will be proposed by a work group before the end of the spring semester.

3. Litton Technology Center

MEMORANDUM

TO: Mayor and Council

THROUGH: Joseph L. Nagro, City Manager *JLN*
Terry Schum, Planning Director *TS*

FROM: Miriam Bader, Senior Planner *MB*

DATE: February 1, 2013

SUBJECT: Preliminary Plan of Subdivision 4-12014
Litton Technology Center
COPT Development and Construction Services, LLC and the State
of Maryland/University of Maryland

ISSUE

This is a proposal by the Applicant, COPT Development and Construction Services, LLC and the State of Maryland/University of Maryland for a Preliminary Plan of Subdivision (4-12014) for the Litton Technology Center (See Attachment 1.). The Prince George's County Planning Board is currently scheduled to hear the application on February 21, 2013. The Maryland-National Capital Park and Planning Commission (M-NCPPC) technical staff report may be available on February 8, 2013.

BACKGROUND

The subject site is located 700 feet southwest of Paint Branch Parkway, at the end of 51st Avenue and 2000 feet southwest of Paint Branch in College Park, Maryland. The Northeast Branch of the Anacostia River is located to the east and north of the subject property.

The surrounding uses to the property are as follows:

- North – Metro Green Line College Park/University of Maryland subway station in the Mixed Use-Transportation Oriented, Transit District Overlay (MXT, TDO) district. And the Herbert Wells Ice Rink, in the Open Space (O-S) district.
- South – NOAA Office Building and UMD Earth System Science Interdisciplinary Center (ESSIC) in the Planned Industrial/Employment Park (I-3) district.
- West – Office Building and storm water management pond and American Center for Physics office building in the MXT, TDO district.
- East – NE Branch of the Anacostia Tributary Trail System. Across the stream is the Calvert Road Park Disc Golf course in the Reserved Open Space (ROS) district.

The subject property is a composite of two previously approved and recorded subdivision plats which combined have a gross tract area of 48.57 Acres. The northerly portion of the subject property, is entitled; Parcel "A", LITTON TECHNOLOGY CENTER. This portion of the development consists of 35.14 acres and is zoned Mixed Use Transportation (MXT). A portion of Parcel 'A' was developed years ago with an office building. This facility is currently leased by the University of Maryland Center for Advanced Study of Language (CASL) and is located on Lot 1 of this Preliminary Plan. The southerly portion of the subject property is part of the Riverside Preliminary Plan of Subdivision 4-89228, PGCPB No. 0-42 (C) (A). This portion of the development consists of 13.43 acres which is zoned Planned Industrial/Employment Park (I-3) and is the subject of an approved DSP-09028 for three office buildings totaling 450,000 square feet. A cap of 2 million square feet of development was placed on the Riverside Subdivision. Because of this density cap, only 196,205 square feet of the 450,000 square feet of the approved office space can be constructed at this time. Also, the following conditions of approval were placed on DSP-09028:

"14. Prior to issuance of any building permits in excess of 150,000 square feet within the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall provide evidence that either: the total development cap of 2,000,000 square feet for Riverside Subdivision is no longer in force; or the transfer of the 235,000 square feet of office development and 270 of the 700 assigned and allocated parking spaces from TDDP Parcel 9 to the subject property have been accomplished by record plat for TDDP Parcel 9 (Lots 1-4, Block B), pursuant to Section 24-108(a) of the Subdivision Regulations." (Source: Adopted Resolution for DSP-09028, Page 46.)"

Comment: The subject application is not in compliance, as it creates an entirely new subdivision and does not address the cap by decreasing the density in the remaining Riverside lots accordingly.

"15. Prior to issuance of any building permits in excess of 300,000 square feet within the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall provide evidence that either: the total development cap of 2,000,000 square feet for Riverside Subdivision is no longer in force; or a revised site plan and record plat have been approved for Lot 18 of the Riverside subdivision that limits the development on Lot 18 to no more than 56,205 square feet, unless Detailed Site Plan DSP-05080 is no longer valid."

Comment: The subject application is not in compliance, as it creates an entirely new subdivision and does not address the cap by decreasing the density in the remaining Riverside lots accordingly.

The subdivision lies within the College Park – Riverdale Transit District Overlay Zone (TDOZ) and is subject to the district-wide and parcel specific requirements and guidelines of the Transit District Development Plan (TDDP). The subject property has three (3) public road frontages. The north portion, Parcel 'A', has frontage on 52nd Avenue, and 51st Avenue. The southern portion, existing Lots 15-17 front on River

Road. The subject property is classified as a Metropolitan Center classified in the Developed Tier in the 2002 Prince George's County Approved General Plan. The majority of the subject property lies within the municipal boundary limits of the Town of Riverdale Park with the western portion located in the City of College Park.

SUMMARY

Preliminary Plan of Subdivision

The Applicant is planning to develop the subject property as part of the University of Maryland research park known as M Square. The preliminary plan proposes to create nine lots; six lots to be developed as a high security office park (Lots 1-6) and three lots (Lots 7-9) as office buildings without security restrictions.

Lot 1 is 12.90 acres and contains an existing 130,000 square foot office building occupied by CASL which will remain. The majority of Lot 1 is located within the City of College Park. Lots 2, 3, 4, 5, 7, 8 and 9 are proposed for 4 four-story office buildings at around 120,000 square feet each and associated surface parking. Lots 2-7 (majority of Lot 7) are located in the Town of Riverdale Park. The majority of Lot 8 and all of Lot 9 are located in the City of College Park. A total of four (4) four-story office buildings totaling 480,000 square feet in gross floor area (GFA) is being proposed for this northern section of the subdivision. Lot 6 is proposed as a 3 story garage to contain 462 parking spaces and Lot 8, previously approved in DSP 09028 will also have a garage structure. In summary, the Applicant proposes to create nine (9) lots and build seven (7) new office buildings and retain one (1) existing office building for a total of 1,060,000 square feet of Gross Floor Area (GFA). Lots range in size from 1.96 acres to 12.90 acres with the average lot size being 5.35 acres.

Conformance with the Transit District Development Plan (TDDP)

The Applicant is requesting seven (7) secondary amendments to the TDDP, see Attachment 2. Note: Only 6 secondary amendments are listed by the Applicant. Requirement S-253 is not listed in the Applicant's Exhibit "E." These amendments are to seek relief from the following requirements as specified in the TDDP:

"S-6: The streetscape design for the east-west roads A and B through Parcels 12 and 12C shall be designed as indicated in figures 11 and 12, [shown on the next page]." The Applicant explains that all roads within Parcel 12 are to be private rights of way with a width of 40 feet. The Plan requires 70 feet of dedicated public right-of-way. The Applicant has stated that the proposed streets will duplicate the section shown in figure 11 and figure 12 with a road travel way of a minimum of 36 feet, a minimum of 8 foot wide sidewalks, a minimum of 8 foot wide off road bike lane and a landscaped buffer along both sides of the street of a minimum width of 6 feet.

"S-8: Front Setbacks: The setback distance shall vary within the prescribed range for each parcel in accordance with the particular streetscape section. [See figures 11 and 12 for the appropriate Streetscape Sections on the next page]. Specifically, front building setbacks are required to be a minimum of 14 feet and a maximum of 30 feet from the

back of curb.” The Applicant explains that Lots 1-6 are to be part of a “secure” development, and that setbacks are driven by Federal Security Requirements. City staff understands the need for increased building setback if the development proves to be for a high security tenant; however, if the Applicant does not acquire a high security tenant, at the time of Detailed Site Plan, the building setback should be adjusted to conform to the TDOZ.

“S-60: Encourage the use of on-street parallel parking; and if road capacity is not sufficient, adjust the curb location so travel is not impeded.” The Applicant states that Prince George’s County DPW&T will not permit on-street parking. City staff communicated with DPW&T and learned that on-street parallel parking is not regulated by DPW&T for private streets. If high security tenants occupy the site then on-street parking will need to be discouraged; however, if the development does not need to be developed to a “High Security Standard” then on street parking should be encouraged.

“S-137: Permanent structures should not be located within 25 feet of the stream buffer area.” The Applicant states that the parking garage on proposed Lot 6 and the building on proposed lot 5 will be located only 10 feet from the stream buffer. The stream buffer is shown as 50 feet from each bank of the stream. City staff does not consider this drainage ditch as a true stream, since it is often dry. Therefore, City staff believes that the proposed 50 foot buffer from the edge of this ditch is a sufficient setback.

“S-166: The Prince George’s County DPW&T is urged to consider off-peak, on-street parallel parking along River Road and Paint Branch Parkway. On-street parking improves the pedestrian environment in that it helps to slow down traffic, protects pedestrians on the sidewalk from moving cars, eases street crossings (because of the reduced number of travel lanes) and softens the perception of the street.” This amendment request is “not applicable” given the proposed layout of the lots off of River Road, proposed lots 7-9.

“S-253 [omitted from Exhibit “E” table]: Trails from 51st and 52nd Avenues shall be provided to the stream trail via pedestrian bridges. [See Figure 16. on the next page]. The 51st Avenue trail shall be paved in bituminous concrete or other hard surface. The 52nd Avenue trail can be a bituminous concrete or other hard surface or crushed stone.” The Applicant omitted this standard from their table (see Attachment 1). The Applicant does show a hiker/biker trail being proposed from 51st Avenue to the stream and the trail crossing over the drainage ditch. No detail is provided as to if this will be via a pedestrian bridge. This kind of detail is typically required at Detailed Site Plan. No trail is shown extending from 52nd Avenue to the stream. City staff acknowledges that there is an existing parking lot and fence at the end of 52nd Avenue and a proposed Woodland Preservation Area. City staff would like the Applicant to investigate if a trail could go through the Woodland Preservation Area and/or have a trail delineated along the western edge of the proposed parking lot and crossing over the drainage area via a pedestrian bridge.

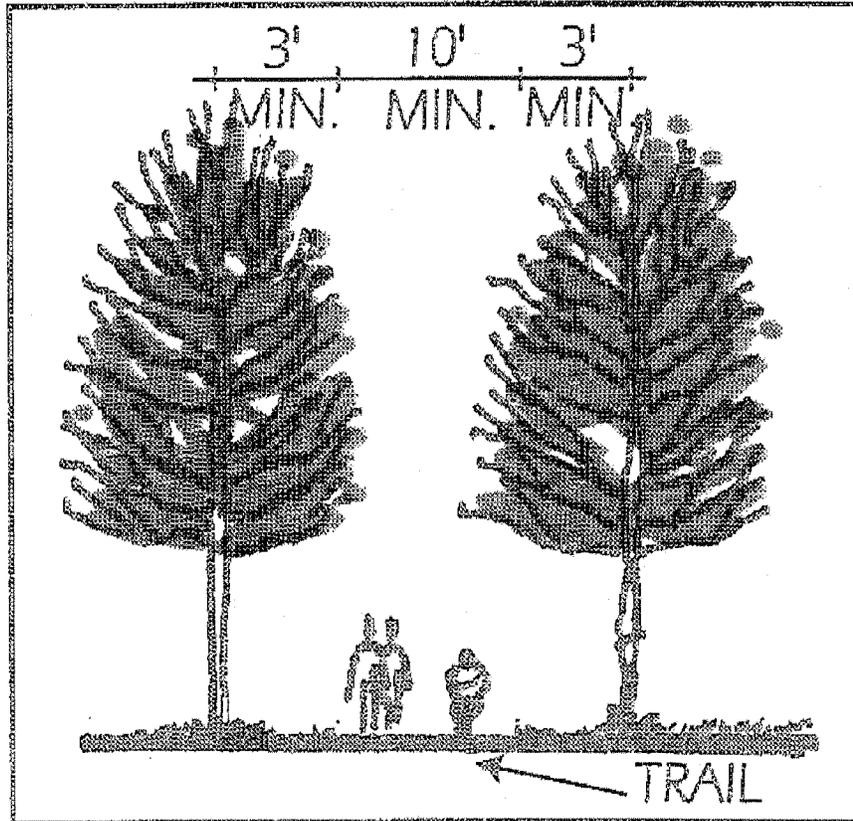
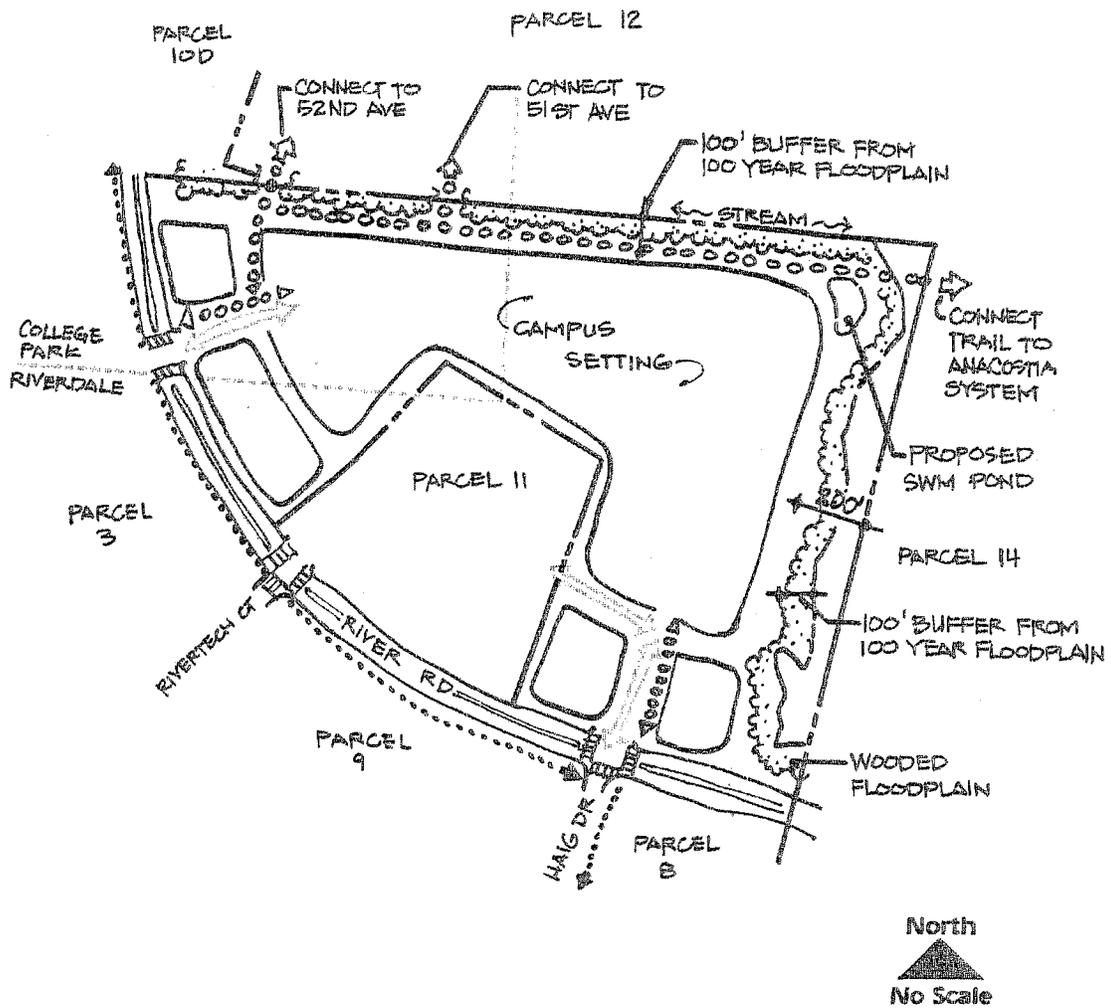


Figure 16. Trail Sections.

“S-260: Access and internal road circulation. The urban block configuration shall be maintained: 51st and 52nd Avenues shall be extended. An east-west road to River Road via Parcel 12C shall be provided. (See Map 29 on the next page). The internal road networks should create a pedestrian-friendly streetscape while minimizing views of parking lots and maintaining direct pedestrian access from the building to the road without crossing parking lots or driveways. Incorporate new green spaces.” Extending 51st and 52nd Avenue is not possible at this time due to the location of an existing leased office building and parking lot.



Map 29 Parcel 10

APPROVED TRANSIT DISTRICT DEVELOPMENT PLAN FOR THE
College Park - Riverdale
 TRANSIT DISTRICT OVERLAY ZONE

Comment: The proposed Litton Technology Center Preliminary Plan of Subdivision 4-12014 is located in the Transit District Overlay Zone and is identified in this plan as Parcel 12 and part of Parcel 10. The goal of the plan was to create “an attractive, pedestrian-friendly transit district that reduces the reliance on the automobile and provides an economic boost to the municipalities of College Park and Riverdale and Prince George’s County.” City staff does not believe that the subdivision, as proposed, meets these goals due to three main concerns:

1. Lack of mixed use development: According to the TDDP, Parcel 12 is proposed to be developed as a mixed use parcel containing at least two of the following: office, retail, hotel and light industrial uses. Parcel 10 is proposed for “Planned Employment (Office/Retail/Light Industrial).” City staff believes that the subdivision submitted that involves part of Parcel 10, proposed Lots 7-9 meets the Planned Employment intent. However, Parcel 12 is being proposed to be developed as a high security strictly office development. The Applicant is proposing ancillary retail meaning they will provide an employee cafeteria in some of the high security office buildings but this is not what City staff feels is meant by “mixed use” since these cafeterias will not be open to the public.
2. Lack of connectivity: Since the Applicant is proposing 40 foot wide private streets due to security requirements for the high security office buildings, they cannot provide the 70 foot wide public streets as designed in the TDDP. The purpose of these streets was to create a useable and aesthetic streetscape that would serve pedestrians and bikers in addition to serving automobiles. The Applicant stated to City staff that they would provide sidewalks and bike lanes; however, due to the secure nature of the high security office park the Applicant is envisioning, it is doubtful that these sidewalks and bikeways would actually be accessible to the public. There will be access around the perimeter of the site but not through the site.
3. Conflict with intent of Plan: Finally, City staff is concerned that the desire to create a high security, private office park conflicts with the intent of the Transit District Development Plan. The proposed subdivision is less than 2640 feet from the College Park Metro Station, which is less than a 10 minute walk from the Metro Station (see Attachment 3). This is the not most appropriate and reasonable use for this parcel given its proximity to the Metro station and the current plan that has been defined for this property. A plan update is scheduled to be initiated this fiscal year and such a significant departure should be considered and studied as part of the planning process. In effect, this proposed subdivision increases the density in the south above levels capped in the TDDP and therefore is not in conformance with the plan and may negatively impact the ability (based on traffic and parking issues) to establish more density in the north.

Public Facilities (Police, Fire and Rescue, Schools)

As of the writing of this report, City staff has not received any comments from the M-NCPPC regarding the impact that the Litton Technology Center Office Park proposal might have on Public Facilities; however, considering that the Litton Technology Center Office Park is proposing to build 1.05 million square feet of Gross Floor Area of office space and create no residential development, there will obviously be no impacts on public schools.

Transportation and Circulation

Vehicular access to the northern area of the site will be provided from a private access easement extension of 52nd Avenue. This private access easement starts with a width of 62 feet as it extends from the 52nd Avenue cul-de-sac and then narrows to 40 feet in width as it transverses the site.

Access to the three lots located at the southern part of the site is via individual driveway access from River Road to each of the three lots.

A proposed ten (10) foot wide, bituminous hiker/biker trail will traverse the site along the northern part of the site from 52nd Avenue travelling in an easterly direction to the eastern boundary of the property. And another 10 foot wide internal hiker/biker trail is proposed along the western boundary which will travel from a point 300 feet south of the end of 51st Avenue over the storm drain easement to proposed Lot 8. Note: There is an existing parking lot with bituminous pavement for the 300 feet from the end of 51st to the start of the proposed pedestrian trail.

The Applicant is also proposing providing a private access easement of 40 feet wide to connect with the properties to the south of the subject property. This would allow the UMD Earth System Science Interdisciplinary Center (ESSIC) to share the proposed parking garage to be located on Lot 6.

Comment: As discussed previously, City staff is concerned about the lack of connectivity and interactivity with the public due to the high security nature of the proposed northern development.

Density/Parking/Traffic

According to the TDDP regarding density, "A maximum cap on density has not been placed in the northern area of the transit district. It is assumed that the mandatory development requirements set forth in the TDDP and other factors such as market conditions will ultimately determine density levels. It is estimated that between 3.6 and 5.7 million square feet of development can occur in the northern portion of the transit district. Density in the southern area is capped by previous subdivision approvals. The RiverSide Subdivision (Parcels 3, 5, 6, 7, 8, 9, 10 and 11) has a total cap of two million square feet. The Ercoupe Property (Parcel 4) has a total development cap of 335,000 square feet." (Source: TDDP, p.21) and the American Center for Physics has a cap of 470,000 square feet (120,000 square feet built).

The TDDP also regulates density by placing a cap on the maximum amount of parking spaces permitted. The total district-wide maximum parking cap for the North and South areas for surface and structured parking is 16,000 spaces (6,955 spaces in the South and 9,045 spaces in the North). The Applicant submitted an Exhibit A, see Attachment 1, that indicates how much parking is permitted at the proposed location and how much parking will remain to be allocated should the development be approved as proposed. With the Applicant's proposed project a total of 7,449 parking spaces will be accounted for, leaving 1,596 spaces to be allocated for future projects.

According to Mandatory Development Requirement P-19 of the TDDP:

P-19: For any development plan in the north proposing an increase to the total parking supply above 4,854 spaces, a traffic analysis shall be reviewed by M-NCPPC. This study shall identify traffic impacts to the critical roadways and intersections. Since with the Applicant's proposal, a total of 7,449 parking spaces will exist in the north, as noted previously, a traffic analysis is required. The Applicant has debated this issue. It is unclear if M-NCPPC will require a traffic analysis.

Comment: City staff is concerned about the requested increase in density since it is not consistent with Transit Oriented Development (TOD) design principles. City staff is also concerned about the negative impacts this proposal will have on future development in the north as parking limits will be close to being met and a new traffic study will be required. Only 460 surface parking spaces and 1,136 structured parking spaces will remain for future development (see Exhibit A of Attachment 2). This concern needs to be revisited as part the process to revise the TDDP.

Environmental

The subject property contains 100 Year Flood Plain area along the northern and eastern boundaries of the site. At the terminus of 52nd Avenue is a 0.60 acre area of land that the Applicant has delineated as a Woodland Preservation/Natural Reforestation Area. And along the eastern portion of the site are two flagged wetland areas.

The proposed development plan does not expand, modify or increase the existing drainage patterns affecting the watersheds or the streams, and will have no adverse impact on aquatic life or wildlife as a large portion of the flood plain and extended buffer remain undisturbed. The proposed development will comply with the new State of Maryland MDE water quality controls, through the use of Storm Filters, bio-engineering, the creation of manmade wetland facilities and the installation of non-erosive storm drain discharge methods. The planned water quality facilities will not only have no adverse impact on the environmental setting but will actually enhance the setting for both wildlife and pedestrians. The site offers no significant availability for mitigation areas.

Preservation of 0.36 acres of woodland is proposed within Lot 2. Practically fifty percent of the woodlands on-site is within the 100 Year Flood Plain which is to remain undisturbed with exception to the limited area under this request. The small areas along

the expanded stream buffer currently non-forested will naturally reforest without providing a significant justification as mitigation. The area which is available for reforestation is located on proposed Lot 2. This area consists of approximately 0.35 Acres of reforestation within the Stream Buffer which is currently non-forested. A fee-in-lieu has been requested by the Applicant for the remaining portion of the woodland conservation obligation of 6.93 Acres.

The property has an approved Natural Resources Plan (NRI) dated January 11, 2010 under approval number NRI #027-09 for the overall development. However, Lots 15-17, Block 'C' are part of a previously approved Type Two Tree Conservation Plan (TCP), II-006-06/02. The existing woodlands located on this portion of the development are not part of the Type I TCP calculations under this application. A 100 Year Flood Plain encumbers the property and accounts for 19% or 9.21 acres of land. The existing 100 Year Flood Plain as represented on each of the exhibits is based upon an old outdated Flood Plain Study. A more current analysis will be prepared completed and approved with any subsequent Detailed Site Plan (DSP) submission that may update the existing delineation. The subject property also falls within the Regulated Area, Evaluation Area and Network Gap as indicated on the June 2005 Approved Countywide Green Infrastructure Plan.

There are no rare, threatened, or endangered species found on the subject property and; there are no 'Forest Interior Dwelling Bird Habitat Areas' (FIDS) found on the subject property. The property has two (2) Regulated Streams. The first exists along the North property line and the second, along the South property line. Both streams convey drainage from the west towards the Northeast Branch, located to the east. Each of these streams are within the 100 year floodplain. There is no evidence of Marlboro Clay within the subject property.

The Applicant is requesting a regulated environmental feature impact request to permit a total disturbance of 2.32 acres. These areas will need to be impacted due to design parameters required for the construction of access drives and surface parking. In addition, emergency apparatus must be able to maneuver throughout the drive aisles and parking compounds. This request is for the construction of a portion of the parking lots within a non-forested Flood Plain, the construction of a Bio-Retention Facility for water quality purpose within a non-forested Flood Plain and; the clearing of a portion of woodlands within the Stream Buffer as mandated by the requirements of the secured facilities. Specifically, the regulated environmental features that will be impacted are as follows:

REGULATED ENVIRNOMENTAL FEATURE IMPACT REQUEST:

Impervious Disturbance

Parking Lots and Driveways	22,770 S.F. or 0.52 Acres
Hiker/Biker Trails	7,130 Acres or 0.16 Acres
Total	29,900 S.F. or 0.68 Acres

Pervious Disturbance

SWM Bio-Retention Facility with Storm Drain Outfall Woodland Clearing & Grading	42,200 S.F. or 0.97 Acres
Security Requirements	29,061 S.F. or 0.67 Acres
Total Disturbance Request within the Expanded Stream Buffer=	101,161 S.F. or 2.32 Acres

Comment: The City of College Park has not received a response from M-NCPPC nor from Prince George's County Department of Public Works and Transportation regarding the impacts to the regulated environmental features. The City of College Park staff reviewed the submittal and concludes that the proposed improvements are reasonable and impacts are minimal.

Historic Preservation

The subject property contains Archeological site 18PR693 located on proposed Lot 4. This site has been classified as a prehistoric archeological site dating between the Late Archaic (4,000-2,000 B.C.) to Early Woodland (2,000-500 B.C.) periods due to lithic scatter. Artifacts recovered from the Phase I study included one projectile point, quartzite flakes made of locally available cobbles, and fire-cracked rock. Fire-cracked rock was often used to line hearths or to heat or boil water for cooking. Activities evident at the site include retooling, woodworking, hunting, butchering, and hide preparation. No cultural features were identified in the Phase I survey, but the site appeared to have minimal disturbance. Phase II investigations of site 18PR693 were recommended in the Phase I report to determine if intact cultural features or deposits are present and to further define the boundaries of the site. The Historic Preservation Commission reviewed the subject application at its December 18, 2012 meeting and voted 8-0-1 (the Chairman voted "present") to recommend to the Planning Board approval of preliminary plan 4-12014, Litton Technology Center, with the following conditions:

1. Prior to the approval of any grading permits for the record lot on which 18PR693 is located, the applicant shall install a super silt fence with orange construction fencing that provides a 50-foot buffer around the boundaries of archeological site 18PR693 (where the Phase III data recovery investigations will be conducted) and provide proof of these installations to Historic Preservation staff. All grading plans shall include delineations of the areas of super silt fencing for site 18PR693.
2. Prior to any grading within the area fenced for the Phase III data recovery of site 18PR693, the applicant shall submit a management summary to Historic Preservation staff and to the Maryland Historical Trust documenting the completion of the fieldwork. Upon issuance of written concurrence by Historic Preservation staff that the fieldwork has been completed, the applicant may proceed with construction activities concurrently with completion of the remaining laboratory analysis and reporting phases of the data recovery work.
3. Prior to the issuance of a building permit which would result in the disturbance of 18PR693 or its buffer, the applicant shall:
 - a) provide a final report detailing the Phase III investigations of site 18PR693;

- b) ensure that all artifacts recovered from all archeological investigations on the subject property are curated in a proper manner and deposited with the Maryland Archaeological Conservation Lab at the Jefferson Patterson Park and Museum in St. Leonard, Maryland. Proof of disposition of the artifacts shall be provided to Historic Preservation staff.
- 4. Prior to the issuance of the use and occupancy permit for the lot on which 18PR693 is located, the installation of the interpretive signage for archeological site 18PR693 and other public outreach measures shall be completed.

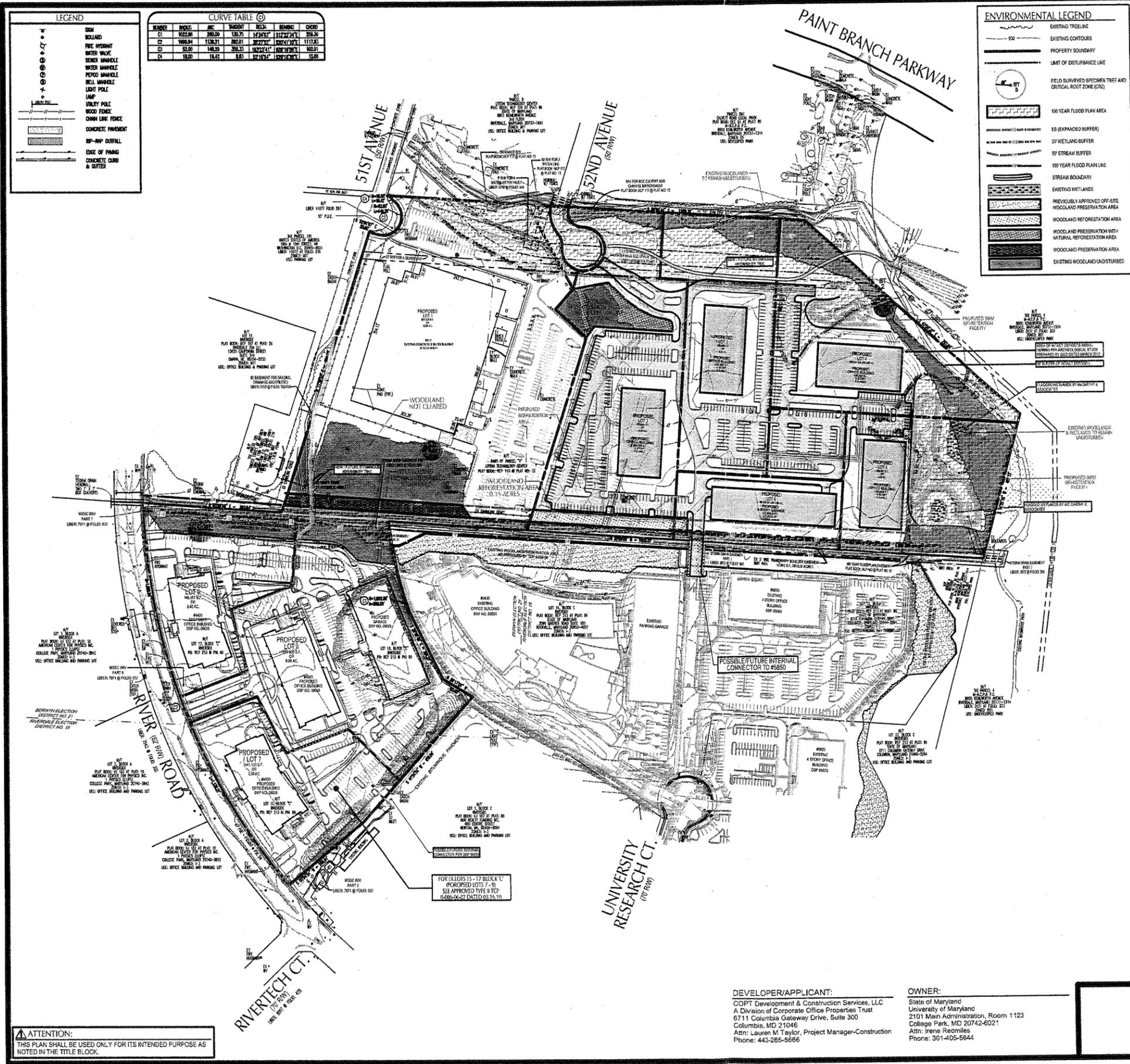
For more information as to the archeological and historic features found on the site, referred to Attachment 4 of this report.

RECOMMENDATION

Due to lack of conformance to the Prince George's County General Plan, the TDDP, the MXT zone, Conditions 14 and 15 of PGCPB No. 12-20, as well as negative impacts to potential future development in the northern area and the pending update to the TDDP, City staff recommends disapproval of the submitted Preliminary Plan.

ATTACHMENTS

1. Preliminary Plan, dated 12-17-12
2. Justification Statement including Exhibit A-Parking Tabulations through Exhibit E-TDDP Amendment, Waiver or Modification Requests
3. TDOZ Parcels and walking distance from Metro Map
4. M-NCPPC Staff Referrals
5. Excerpts from PGCPB No. 12-20.



LEGEND

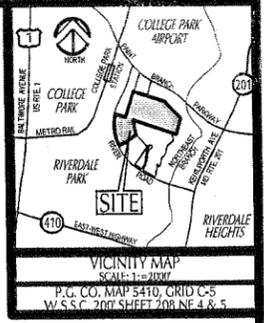
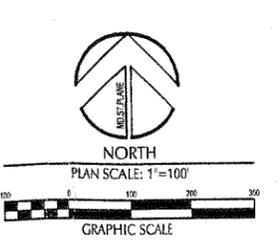
- SOIL
- BOLLARD
- PIPE INVERT
- WATER VALVE
- SEWER MANHOLE
- WATER MANHOLE
- PODOL MANHOLE
- BELL MANHOLE
- LIGHT POLE
- LAMP
- UTILITY POLE
- WOOD FENCE
- CHAIN LINK FENCE
- CONCRETE PAVEMENT
- ASP-IMP. CURB
- EDGE OF PAVING
- CONCRETE CURB & GUTTER

CURVE TABLE

NUMBER	PIVOT	PC	PT	TS	TA	CHORD
C1	1022.80	1022.00	1017.75	1014.75	1012.25	250.30
C2	1068.84	1138.31	1021.81	1027.97	1032.11	1117.83
C3	1021.80	1018.25	1013.33	1012.11	1011.70	102.81
C4	1010.00	1015.43	1015.83	1016.27	1016.27	15.00

ENVIRONMENTAL LEGEND

- EXISTING TREELINE
- EXISTING CONTOURS
- PROPERTY BOUNDARY
- LIMIT OF DISTURBANCE LINE
- FIELD SURVEYED SPECIMEN TREE AND CRITICAL ROOT ZONE (CRZ)
- 100 YEAR FLOOD PLAN AREA
- 65' EXPANDED BUFFER
- 25' WETLAND BUFFER
- 50' STREAM BUFFER
- 100 YEAR FLOOD PLAN LINE
- STREAM BOUNDARY
- EXISTING WETLANDS
- PREVIOUSLY APPROVED OFF-SITE WOODLAND PRESERVATION AREA
- WOODLAND RESTORATION AREA
- WOODLAND PRESERVATION WITH NATURAL RESTORATION AREA
- WOODLAND PRESERVATION AREA
- EXISTING WOODLAND UNDISTURBED



SPECIMEN TREES

NUMBER	COMMON NAME	SPECIES NAME	DBH(INCHES)	CONDITION	DISPOSITION
1	WHITE OAK	QUERCUS ALBA	18	NR	SEE SITE PLAN
2	WHITE OAK	QUERCUS ALBA	18	NR	TO BE MAINTAINED
3	WHITE OAK	QUERCUS ALBA	18	NR	TO BE MAINTAINED

WOODLAND CONSERVATION WORKSHEET

Zone: MIT 1-3 & 4
 Gross Tract: 35.14 Acres
 Floodplain: 0.21 Acres
 Previously Dedicated Land: 0 Acres
 Net Tract (NTA): 25.03 Acres

DIRER: STATE OF MARYLAND
 COPT DEVELOPMENT & CONSTRUCTION SERVICES, LLC
 A DIVISION OF CORPORATE OFFICE PROPERTIES TRUST
 ATTN: LAUREN M. TAYLOR, PROJECT MANAGER
 6711 COLUMBIA GATEWAY DRIVE - SUITE 300
 COLLEGE PARK, MD 20746
 Tax Map: 42; GRID: E-2

NOTE: ACRES INDICATED FOR INFORMATIONAL PURPOSES ONLY. ALL THE I-3 ZONE PROPERTY (LOTS 7-9, BLOCK 'C') ARE UNDER A PREVIOUSLY APPROVED TYPE II TREE CONSERVATION PLAN (006-00700) WHICH IS IN ASSOCIATION WITH 00P-00000.

Subdivision/Block/Lot: LITTON TECHNOLOGY CENTER LOTS 1 - 9
 Branch-even Point (preservation) = 4.04 Acres
 Clearing permitted w/o reforestation = 0.82 Acres

Woodland Conservation Calculations:	Net Tract (acres)	Floodplain (acres)	Off-Site Impacts (acres)
Existing Woodland	4.86	L 3.80	
WCT = (NTA) x 15.00%	3.89		
Smaller of a or b	3.89		
Woodland above WCT (a-b)	0.77		
Woodland cleared	4.30	L 0.83	0.00
Smaller of a or e	0.77		
Clearing Above (0.25%) replacement requirement	0.19		
Clearing below WCT (2% replacement requirement)	3.53		
Reforestation (ART) 15.00%	0.00		
Woodland Conservation Req.	8.24		
Woodland Conservation Provided:	(acres)		
Woodland Preservation	0.30		
Woodland Reforestation	0.30		
Woodland Natural Reforestation	0.80		
Fee in Lieu	6.83		\$30,167.00 (\$0.10/ft. State of MD)
Woodland Conservation Provided	8.24		
Area of Woodland not cleared: 0.00 Ac.			
Additional woodlands retained not part of any requirements: 0.00 Ac.			

Plan Certified by: McCARTHY & ASSOCIATES, INC.
 14450 Old Mill Road, Suite 201
 Upper Merion, MD 20772
 Phone: 301-627-7505
 License:

EXHIBIT "C"
 TYPE I - TREE CONSERVATION PLAN
 for PRELIMINARY PLAN NO. 4-12014
 LOTS 1 THROUGH 9
LITTON TECHNOLOGY CENTER
 A RESUBDIVISION OF
 LOTS 15, 16 AND 17, BLOCK "C"
 PLAT BOOK: REP 213 AT PLAT: 69
 RIVERSIDE
 AND
 PARCEL "A"
 PLAT BOOK: NLP 117 AT PLAT: 13
 LITTON TECHNOLOGY CENTER
 BERWYN ELECTION DISTRICT NUMBER 21
 RIVERDALE ELECTION DISTRICT NUMBER 19
 PRINCE GEORGES COUNTY, MARYLAND

DEVELOPER/APPLICANT:
 COPT Development & Construction Services, LLC
 A Division of Corporate Office Properties Trust
 2101 Main Administration, Room 1123
 Columbia, MD 21046
 Attn: Lauren M. Taylor, Project Manager-Construction
 Phone: 443-265-6566

OWNER:
 State of Maryland
 University of Maryland
 2101 Main Administration, Room 1123
 College Park, MD 20742-6021
 Attn: Irene Reedmiles
 Phone: 301-405-5844

REVISIONS:

NO.	DATE	DESCRIPTION

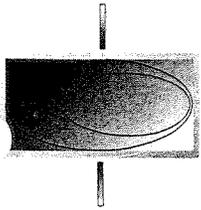
JOYCE ENGINEERING CORPORATION
 14000 Old Mill Road, Suite 201
 Upper Merion, MD 20772
 Phone: 301-627-7505
 License:

EXB-C

DESIGN:	DATE:	SCALE:	DATE:
WAL	JULY 2012	AS SHOWN	TOP SHEET
WAL			

Drawing Name: EXB-C-Proposed 040113-LIT - Litton Technology Center - EXHIBIT C - EXHIBIT C
 Printed: Jan 04, 2013 1:56pm

ATTENTION:
 THIS PLAN SHALL BE USED ONLY FOR ITS INTENDED PURPOSE AS NOTED IN THE TITLE BLOCK.



JOYCE ENGINEERING CORE

CIVIL ENGINEERING LAND SURVEYING LAND PLANNING CONSTRUCTION MANAGEMENT

December 17, 2012

Maryland National Capital Park & Planning Commission
 Subdivision Review section
 14741 Gov. Oden Bowie drive
 Upper Marlboro, Maryland 20772

Attention: Subdivision Review Section

Re: **LITTON TECHNOLOGY CENTER**
 MNCP&PC File # 4-12014
Regulated Environmental Impact
'Justification Statement'
 Proposed Lots 1 Thru 9
 J.E.C. File #004011.LIT

Dear Staff,

On behalf of the applicant, COPT Development & Construction Services, LLC and the owner, the State of Maryland/University of Maryland, please find below our Justification Statement in accordance with the Prince George's County Code, Subtitle 24, Sec.24-130(5) and; the Environmental Technical Manual, Pat 'C', 2.0 'Regulations Regarding Impacts to Regulated Environmental Features', Adopted July 29, 2010, please find attached our 'Justification Statement' for Regulated Environmental Impact(s) within the Primary Management Area (PMA). Please note, at the time of the NRI approval for the subject property, the Environmental Technical Manual had yet to be adopted. For the purpose of this request, the 'Expanded Stream Buffer' (EB) shall represent the 'Primary Management Area' limits.. In addition, please allow this Justification Statement serve as consideration for the MNCPPC to support our request for presentation to the Planning Board for Preliminary Plan approval.

Property Description: The subject property is a composite of two previously approved and recorded subdivision plats which combined have a gross tract area of 48.57 Acres. The northerly portion of the subject property, is entitled; **Parcel "A", LITTON TECHNOLOGY CENTER**, and is recorded among the land records of Prince George's County, Maryland, in Plat Book: REP 117 at Plat: 13. This portion of the development consists of 35.14 acres and is zoned 'MXT'. A portion of Parcel 'A' was developed years ago with an office building. This facility is currently leased and is located on Lot 1 of this Preliminary Plan. The southerly portion of the subject property is part of a subdivision entitled; **Lots 10-18, Block "C", RIVERSIDE**, and is recorded among the land records of Prince George's County, Maryland, in Plat Book: REP 213 at Plat: 69. This portion of the development consists of 13.43 acres which is zoned I-3 and is subject of an approved DSP No.09028.

Both parcels lie within the *1997 Approved Transit District Development Plan for the College Park – Riverdale Transit District Overlay Zone (TDOZ)* regulations. The subject property has three (3) public road frontages. The north portion, Parcel 'A', has frontage on 52nd Avenue, and 51st Avenue. The southern portion, existing Lots 15-17 front on River Road. The subject property is located inside the Capital Beltway which is classified as the '**Developed Tier**' as reflected in the *2002 Prince George's County Approved General Plan*. The subject property also lies over the common municipal boundary limits of the City of College Park and the Town of Riverdale Park.

Page Two

JOYCE ENGINEERING CORPORATION

10766 BALTIMORE AVENUE, BELTSVILLE, MARYLAND 20705 PHONE: 301-595-4353 FAX:301-595-4650 WEBSITE:

www.joyceeng.com

December 17, 2012
Subdivision Review Section
Justification Statement

ENVIRONMENTAL (Exhibit 'A'): The property has an approved Natural Resources Plan (NRI) dated January 11, 2010 under approval number NRI #027-09 for the overall development. However, Lots 15-17, Block 'C' are part of a previously approved Type Two Tree Conservation Plan (TCP), II-006-06/02. The existing woodlands located on this portion of the development are not part of the Type I TCP calculations under this application.

eN/s
A 100 Year Flood Plain encumbers the property and accounts for 19% or 9.21 Acres of land. The existing 100 Year Flood Plain as represented on each of the exhibits is based upon an old outdated Flood Plain Study. A more current analysis will be prepared completed and approved with any subsequent Detailed Site Plan (DSP) submission that may up-date the existing delineation. The subject property also falls within the **Regulated Area, Evaluation Area and Network Gap** as indicated on the June 2005 *Approved Countywide Green Infrastructure Plan*.

There are no rare, threatened, or endangered species found on subject property and; there are no 'Forest Interior Dwelling Bird Habitat Areas' (FIDS) found on the subject property. The property has two (2) Regulated Streams. The first exists along the North property line and the second, along the South property line. Both streams convey drainage from the west towards the Northeast Branch, located to the east. Each of these streams are within the 100 year floodplain. There is no evidence of Marlboro Clay within the subject property

1. AVOIDANCE:

The applicant, COPT Development & Construction Services, LLC and the owner, the State of Maryland, through the University Maryland System, is planning to develop the subject property as a joint venture in conjunction with the M Square development currently under construction with the Riverside Subdivision.

The proposed development consists of seven (7) new office buildings and one (1) existing office building for a total of 1,060,000 square feet of Gross Floor Area (GFA). The purpose of this environmental impact justification statement is for the northern of this development.

The area of the northern portion has 35.14 Acres of land. As mentioned previously, an existing office building is currently leased and occupied. This facility is located on proposed Lot 1 which will account for 12.9 Acres. The gross area remaining for development consists of 22.14 Acres. Of the 22.14 Acres, approximately nine (9) Acres are within the 100 Year Flood Plain leaving an envelope of approximately 13.14 Acres or 37% of the northern portion of property.

The northern portion proposes four (4) four story office buildings totaling 480,000 in gross floor area (GFA). As a result of the limited building envelope, a three (3) story garage is proposed. The garage accounts for 462 parking spaces there by reducing a substantial amount of additional ground disturbance to accommodate the required parking quantities. In addition, the buildings have been oriented as to not encroach into the natural Flood Plain limits.

2. MINIMIZATION (Exhibit 'B')

Currently, the existing facility on proposed Lot 1 and the adjacent property along the southeast corner (Lot 13, Block 'C') are secured facilities. The anticipation of tenants who have on-going relationships with the University of Maryland may or may not require compliance with strict federal security restrictions for secured facilities however, they may desire to be within a Federal Government Office Complex which will dictate security needs. In order to permit both a secure office complex and; meet the needs for general research and office complex, the proposed Schematic Site Plan was developed.

Page Three

December 17, 2012
Subdivision Review Section
Justification Statement

The access drives and surface parking associated the design parameters above require adequate and safe parking accommodations for employees. In addition, emergency apparatus must be able to maneuver throughout the drive isles and parking compounds. This request is for the construction of a portion of the parking lots within a non-forested Flood Plain, the construction of a Bio-Retention Facility for water quality purpose within a non-forested Flood Plan and; the clearing of a portion of woodlands within the Stream Buffer as mandated by the requirements of the secured facilities.

REGULATED ENVIRONMENTAL FEATURE IMPACT REQUEST:

Impervious Disturbance

Parking Lots and Driveways)	22,770 S.F. or 0.52 Acres
Hiker/Biker Trails	7,130 Acres or 0.16 Acres
Total	29,900 S.F. or 0.68 Acres

Pervious Disturbance

SWM Bio-Retention Facility with Storm Drain Outfall	42,200 S.F. or 0.97 Acres
Woodland Clearing & Grading Security Requirements	29,061 S.F. or 0.67 Acres

Total Disturbance Request within the Expanded Stream Buffer= 101,161 S.F. or 2.32 Acres

3. MITIGATION (Exhibit 'C'):

The proposed development plan does not expand, modify or increase the existing drainage patterns affecting the watersheds or the streams, and will have no adverse impact on aquatic life or wildlife as a large portion of the flood plain and extended buffer remain undisturbed. The proposed development will comply with the *new* State of Maryland MDE water quality controls, through the use of Storm Filters, bio-engineering, the creation of man-made wetland facilities and the installation of non-erosive storm drain discharge methods. The planned water quality facilities will not only have no adverse impact on the environmental setting but will actually enhance the setting for both wildlife and pedestrians.

The site offers no significant availability for mitigation areas. Preservation of 0.36 Acres of woodland is proposed within Lot 2. Practically fifty percent of the woodlands on-site is within the 100 Year Flood Plain which is to remain undisturbed with exception to the limited area under this request. The small areas along the expanded stream buffer currently non-forested will naturally reforest without providing a significant justification as mitigation. The area which is available for reforestation is located on proposed Lot 2. This area consists of approximately 0.35 Acres of reforestation within the Stream Buffer which is currently non-forested. A fee-in-Lieu has been requested for the remaining portion of the woodland conservation obligation of 6.93 Acres. and do not do not generate enough area to justify limited areas available for

Closing:

As noted above the subject property is owned by the State of Maryland and is being developed as joint venture consisting of the University of Maryland and the applicant COPT, a private development company. Both private and public funds have been invested in the acquisition of the subject property. The surrounding infra-structure and

Page Four
December 10, 2012
Subdivision Review Section
Justification Statement

the development that has already occurred in the M Square project present desirable elements for perspective tenants.

We appreciate your favorable support with this request and welcome any suggestions staff may have should the justification not be acceptable. Please find attached three (3) Exhibits labeled A,B&C which represents the existing conditions, the desired development along with the justification impact locations and; the mitigation/tree preservation proposed for the development.

I trust that the above information is acceptable, however; if you should have any questions, or desire further information regarding the above, please feel free to contact our office at your earliest convenience.

Sincerely,

William A. Joyce, P.E., Professional Land Surveyor
President

encl.
cc: File

EXHIBIT "B"



COPT Development & Construction Services, LLC
6711 Columbia Gateway Drive, Suite 300
Columbia, Maryland 21046-2104
Telephone 443-285-5400
Facsimile 443-285-7653
www.copt.com
NYSE: OFC

December 6, 2012

To Whom It May Concern:

The following table represents the anticipated security requirements for Lots 1 thru 6 as shown the Litton Technology Center Preliminary Plan (4-12014):

Requirement Description	Preferred Distance (feet)	Minimum Distance (feet)
Distance to Fence	150	100
Distance to Parking & Drive Aisles	65	33
Distance to Adjacent Secure Building	65	33
Distance to Landscaping Above Six Inches	33	33

The setback noted also represent the same criteria required for the development that currently exists on Lot 13, Block "C" of the Riverside Subdivision (DSP-05078), located immediately to the south of the Litton Property. From a planning and design standpoint the "Preferred Distance" allows for the buildings to be designed in a more conventional building manner. The building structural components and envelope (walls and windows) are designed for normal building loads. The "Minimum Distance" indicates the minimum setback required to meet the security standards. At this "Minimum Distance", the building design must be designed to be more robust and hence costly. In order to utilize the "Minimum" distances the building walls may need to be structurally reinforced, constructed with a deeper wall section, and doors and windows will need to be reinforced or structurally enhanced. To comply with the anticipated Federal Standards for building security the site and building layouts must be designed with as much standoff as possible and cannot undermine the "Minimum Distance" in the table provided above.

Further, the design setbacks noted above are subject to change both due to code upgrades and requirements and based upon final occupants/tenants in the building(s).

If you have any questions or require any additional information, please contact me at 443-285-5666. Thank you.

Very Truly Yours,
COPT Development & Construction Services, LLC

A handwritten signature in black ink, appearing to read 'Lauren M. Taylor'.

Lauren M. Taylor
Project Manager

EXHIBIT "C"

Division Development Review Committee Meeting Date: 11-26-12

Application Name: Litton Tech Ctr. Review Level: PB: PD: Staff:

Application Number: 4-12014 Tentative Planning Board Hearing: 1.24.13
(This date is subject to change)

NOTE: All items must be submitted directly to the Applications Section for proper transmittal. In addition to the items checked below, other information may be required.

___ days before hearing

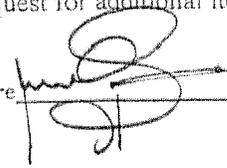
Additional Items

- Need a parking exhibit • Need to ~~write~~ ^{add} a note for access by section 24.178(b)(8)
- Need explanation for sector/master plan • Connection to master plan trail
- Show future ~~condition~~ access connection • Need statement of Justification PMA
- check on species tree #2 • sidewalk at utilities issue on River Road
- Need to go to HPC - Phase III recovery • look into ~~the~~ mixed use issues
- Need to show the correct municipalities boundaries • Show dimensions of street
- exhibit of security requirement • TCP revised to show M square

			Staff Reviewer CA
<input type="checkbox"/> Variation or <u>Justification</u> Request in writing	<u>35</u>	days before hearing	<u>Statement of Justification for PMA</u>
<input type="checkbox"/> Revised Variation request	___	days before hearing	_____
<input type="checkbox"/> Revised _____	___	days before hearing	_____
<input type="checkbox"/> Traffic Study - accepted counts	___	days before hearing	_____
<input type="checkbox"/> SWM Concept Approval & Letter	___	days before hearing	_____
<input type="checkbox"/> Natural Resource Inventory	___	days before hearing	_____
<input type="checkbox"/> Tree Conservation Plan	<u>35</u>	days before hearing	_____
<input type="checkbox"/> Variances to Subtitle 25	___	days before hearing	_____
<input type="checkbox"/> Noise Study	___	days before hearing	_____
<input type="checkbox"/> Geotechnical Reports	___	days before hearing	_____
<input type="checkbox"/> Phase I Archeological Study	___	days before hearing	_____
<input type="checkbox"/> Other items listed below:	___	days before hearing	_____
_____	___	days before hearing	_____
_____	___	days before hearing	_____

NOTE: All Planning Board cases must be posted for 30 days. The assigned planner will authorize the release of signs. Applicant will be notified to retrieve the signs for posting.

Please sign this form to acknowledge that you have been informed of the above requests. Your signature does not signify an agreement to any conditions, only that you are aware of staff's request for additional items.

Applicant's/Agent's Signature 

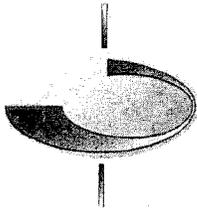


EXHIBIT "D"
JOYCE ENGINEERING CORPORATION
CIVIL ENGINEERING LAND SURVEYING LAND PLANNING CONSTRUCTION MANAGEMENT

December 12, 2012

Maryland National Capital Park & Planning Commission
Subdivision Review section
14741 Gov. Oden Bowie drive
Upper Marlboro, Maryland 20772

Attention: Ms. Quynn Nguyen

Re: **LITTON TECHNOLOGY CENTER**
 AMENDMENTS REQUEST
 Preliminary Plan File 4-12014
 LOTS 1 thru 9
 TDDP Parcel 12 and Part of Parcel 10 (Lots 15 thru 17)
 J.E.C. File #004011.Lit

Dear Ms. Nguyen,

In response to your Subdivision Development Review Committee (SDRC) meeting of November 26, 2012 and our subsequent meeting of December 11, 2012, specifically with regards to the above referenced projects compliance with The 1997 Transit District Development Plan (TDDP for the College Park-Riverdale Transit District Overlay Zone (TDOZ) we offer the following comments:

First and foremost the College Park-Riverdale Transit District Overlay Zone (TDOZ) was approved in October, 1997. The improvements that have taken place in the TDOZ since 1997 include many State and Federal Office Complexes. As a direct result of the "911" attacks the security of State and Federal occupied buildings have been increased considerably. Access to most of the existing buildings and parking lots are controlled by security personal, security barriers and gates. The proposed development within proposed Lots 1 through 6, as shown on the preliminary plan numbered 4-12014 is proposed to be a secure site, with controlled access and other required security measures. In order to comply with these Federal and State security regulations, Lots 1 thru 6 of the Litton Technology Center Preliminary Plan is proposed to be part of an extended secure site.

The development proposed for Lots 15 through 17 will be a more conventional office/research development which may also provide support services for the "secure" development on Lots 1 thru 6, but still open to the general public.

The following information will justify the approvals necessary for amendments, waivers and or modifications to the current College Park-Riverdale TDOZ.

TDDP General/Overall Development Requirements Amendment, Waiver or Modification Requests:

S-6: The streetscape design for the east-west roads A and B through Parcels 12 and 12C shall be designed as indicated in figures 11 and 12.

As stated above, the post "911" requires many changes to the security of State and Federal Office Complexes. Un-restricted access from any public street into the Litton site (Lots 1 thru 6) is not feasible due to the HIGH security required, and coupled with the existing improvements and current security conditions, and in accordance

Ms. Quynn Nguyen
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December 12, 2012
Amendments Request

with the Zoning Ordinance Private roadways are proposed. This precludes the ability to create the standard roadway section noted.

S-60: Encourage the use of on-street parallel parking; and if road capacity is not sufficient, adjust the curb location so travel is not impeded.

Prince George's County Department of Public Works does not permit on-street parking (with regards to River Road), and this issue was addressed with the Detailed Site Plan (DSP) 09-028 – Lots 7, 8 and 9, in which a variation of this requirement was granted with that approval. With regards to Lots 1 thru 6, because of the above noted security requirements on-street parking within the private roadways is also not permitted.

S-137: Permanent structures should not be located within 25 feet of the stream buffer area.

The proposed structures (parking lots on proposed Lot 2, building on proposed Lot 5 and parking structure on proposed Lot 6) as shown on the Tree Conservation Plan are schematic, and are located more than 25' away from the existing designated 100 year flood plain line. However, if the standard stream buffer of 25' is added to the flood plan line, than these structures are within this additional 25' setback area, and a variation is being requested. To comply with this additional setback has a significant adverse impact on the overall site layout and density, which would contradict the intent of the TDDP.

S-166: The Prince George's County DPW&T is urged to consider off-peak, on-street parallel parking along River Road and Paint Branch Parkway. On-street parking improves the pedestrian environment in that it helps to slow down traffic, protects pedestrians on the sidewalk from moving cars, eases street crossings (because of the reduced number of travel lanes) and softens the perception of the street.

Prince George's County Department of Public Works does not permit on-street parking (with regards to River Road), and this issue was addressed with the Detailed Site Plan (DSP) 09-028 – Lots 7, 8 and 9, in which a variation of this requirement was granted with that approval. With regards to Lots 1 thru 6, because of the above noted security requirements on-street parking within the private roadways is also not permitted.

PARCEL 12 Development Requirements Amendment, Waiver or Modification Requests:

S-6: Streetscape: As per sections for 51st and 52nd Avenues.

As stated above, the post "911" requires many changes to the security of State and Federal Office Complexes. Un-restricted access from any public street into the Litton site (Lots 1 thru 6) is not feasible due to the HIGH security required, and coupled with the existing improvements and current security conditions, and in accordance with the Zoning Ordinance Private roadways are proposed. This precludes the ability to create the standard roadway section noted.

Ms. Quynn Nguyen
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S-8: Front Building Setbacks:

See Streetscape sections for 51st and 52nd Avenues, new east-west road through Parcel 12C, Roads A and B.

As stated above, the post "911" requires many changes to the security of State and Federal Office Complexes. Un-restricted access from any public street into the Litton site (Lots 1 thru 6) is not feasible due to the HIGH security required, and coupled with the existing improvements and current security conditions, and in accordance with the Zoning Ordinance Private roadways are proposed. This precludes the ability to create the standard roadway section noted. In addition, the location of these proposed connections into Parcel 12C run directly through a currently occupied secure Federal Facility, which cannot occur.

As noted above the subject property is owned by the State of Maryland and is being developed as joint venture consisting of the University of Maryland and COPT. Both private and public funds have been invested in the acquisition of the subject property and the required support infra-structure necessary to develop much of the area has already occurred. Because the property lies within the **1997 Approved Transit District Development Plan for the College Park – Riverdale Transit District Overlay Zone**, numerous unique restrictions have been placed on the subject property including, but not limited to; the maximum number of parking spaces that can be used on the subject property, special setbacks and buffering requirements and desired development density, which coupled with the desire to achieve a blend of secure and non-secure development restricts the development and site design options for the subject property.

Further, the proposed development plan does not expand, modify or increase the existing drainage patterns affecting the watersheds or the streams, and will have no adverse impact on aquatic life or wildlife as a large portion of the floodplain and extended buffer remain undisturbed. The proposed development will comply with the **new** State of Maryland MDE water quality controls, through the use of Storm Filters, bio-engineering, the creation of man-made wetland facilities and the installation of non-erosive storm drain discharge methods. The planned water quality facilities will not only have no adverse impact on the environmental setting but will actually enhance the setting for both wildlife and pedestrians

We appreciate your thoughts and input and hope that the above and attached information meets with your approval and complies with the noted sections of the Prince George's County Code.

I trust that the above information is acceptable, however; if you should have any questions, or desire further information regarding the above, please feel free to contact our office at your earliest convenience.

Sincerely,

William A. Joyce, P.E., Professional Land Surveyor
President
encl.
cc: File

EXHIBIT "E"

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
P-1	X		YES	
S-1		X		
S-2		X		
S-3	X		YES	Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-4	X		YES	
S-5		X		
S-6	X		NO	All roads within Parcel 12 are to be Private Rights of Way with a width of 40'.
S-7		X		
S-8		X		
S-9		X		
S-10		X		
S-11		X		
S-12		X		
S-13		X		
S-14		X		The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-15		X		
S-16		X		
S-17		X		
P-2	X		YES	
S-18	X		YES	
S-19	X		YES	
S-20	X		YES	
S-21	X		YES	
S-22	X		YES	
S-23	X		YES	

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-24	X		YES	The street scape can only be installed along the applicable property frontage, and there is no means of permitting or forcing adjacent developed properties to permit our street scape to be extended. Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-25	X		YES	
S-26	X		YES	
S-27	X		YES	
S-28	X		YES	
S-29	X		YES	
P-3	X		YES	
S30	X		YES	All Plans submitted to date that are a part Development Partnership property have been coordinated.
S-31	X		YES	All Plans submitted to date that are a part Development Partnership property have been coordinated.
S-32	X		YES	All Plans submitted to date that are a part Development Partnership property have been coordinated.
S-33	X		YES	
S-34		X		
S-35	X		YES	
S-36	X		YES	
S-37	X		YES	
S-38	X		YES	
S-39	X		YES	
S-40	X		YES	
S-41	X		YES	
S-42	X		YES	
S-43	X		YES	
S-44	X		YES	
S-45	X		YES	
S-46	X		YES	
S-47	X		YES	
S-48	X		YES	

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-49	X		YES	
S-50	X		YES	
S-51	X		YES	A low decorative wall is being utilized along the road frontage with River road, and will match the low wall installed along University research Court.
S-52	X		YES	
S-53	X		YES	
S-54	X		YES	
S-55	X		YES	
S-56	X		YES	
S-57	X		YES	To the extent possible all parking areas are located behind the proposed buildings.
S-58	X		YES	
S-59	X		YES	
S-60	X		NO	Prince George's County DPW&T will NOT permit on-street parking.
S-61	X		YES	
S-62	X		YES	
S-63	X		YES	
S-64	X		YES	
S-65	X		YES	
S-66	X		YES	The Flood Plain Buffer is fully wooded and is only being disturbed to the minimum extent necessary to provide the required trail connections. No new landscaping can be accommodated. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-67	X		YES	
S-68	X		YES	
S-69	X		YES	
S-70	X		YES	
S-71	X		YES	
S-72	X		YES	
S-73	X		YES	

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-74	X		YES	Lots 7 thru 9 will be accessed via River Road. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-75		X		
S-76	X		YES	
S-77	X		YES	
P-4	X		YES	
P-5	X		YES	
S-78	X		YES	
S-79	X		YES	
S-80	X		YES	
S-81	X		YES	
S-82	X		YES	
S-83	X		YES	
S-84	X		YES	
S-85	X		YES	
S-86	X		YES	
S-87		X		
S-88		X		
S-89		X		
S-90	X		YES	
S-91	X		YES	
S-92	X		YES	
S-93		X		
S-94	X		YES	
S-95	X		YES	
S-96	X		YES	
S-97	X		YES	
S-98	X		YES	
S-99	X		YES	
S-100	X		YES	

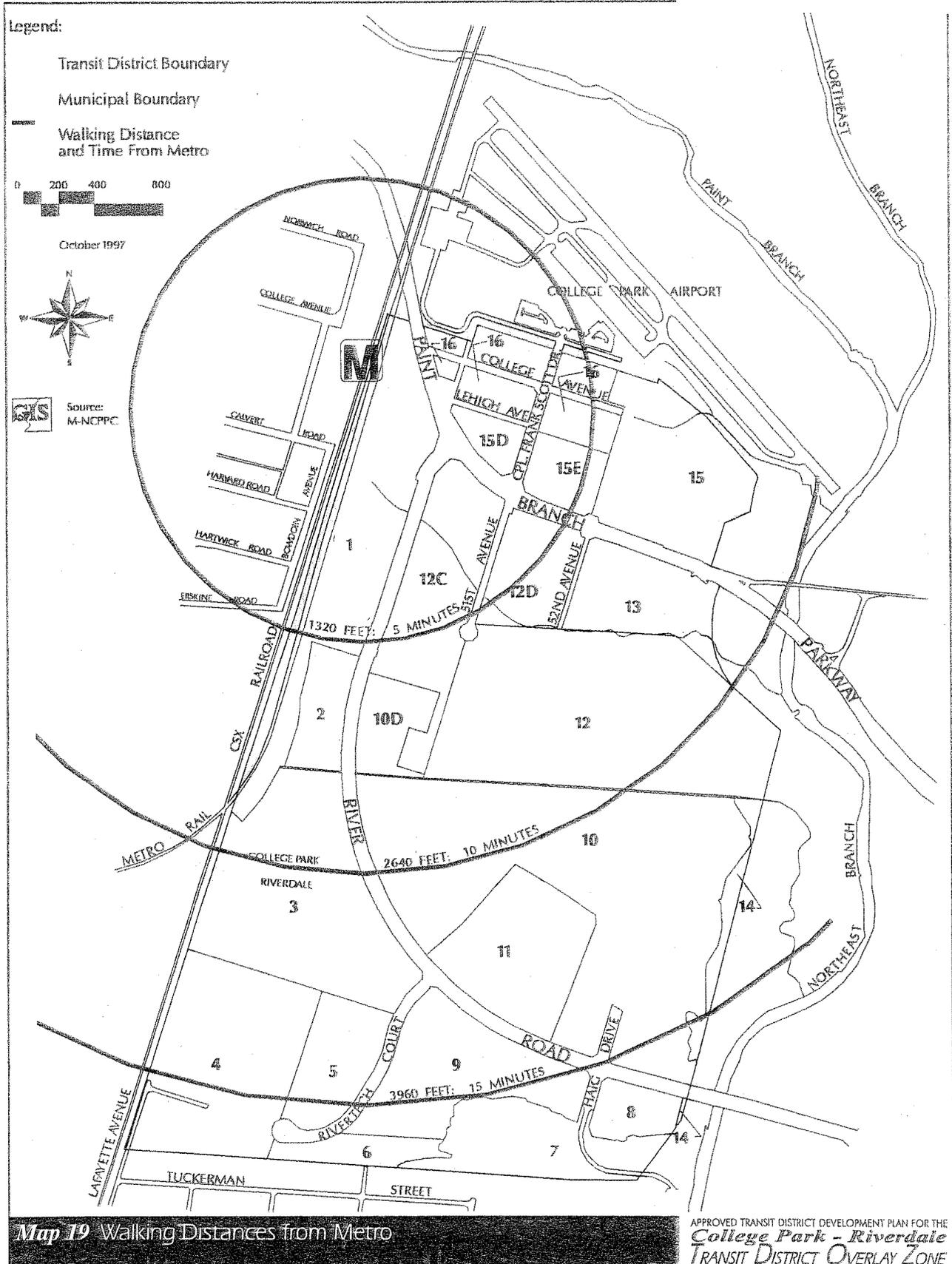
Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-101	X		YES	
S-102	X		YES	
S-103	X		YES	
S-104	X		YES	
S-105	X		YES	
S-106	X		YES	
S-107	X		YES	
S-108	X		YES	
S-109	X		YES	
S-110	X		YES	
S-111	X		YES	
S-112	X		YES	
S-113	X		YES	
S-114		X		
S-115	X		YES	
S-116		X		
S-117		X		
S-118	X		YES	
S-119	X		YES	
S-120	X		YES	
S-121	X		YES	
S-122	X		YES	
S-123	X		YES	
S-124		X		
S-125		X		
S-126	X		YES	
S-127	X		YES	
S-128	X		YES	
P-6	X		YES	
S-129	X		YES	
P-7	X		YES	
P-8	X		YES	

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
P-9	X		YES	
S-130	X		YES	
S-131	X		YES	
P-10	X			No wetlands are impacted .
P-11	X			No wetlands are impacted .
S-132	X	X		No wetlands are impacted .
P-12	X		YES	The site is designed to comply with current water quality requirements, through the use of Stormfilters. Because of a high water table bio-retention is not a preferred method for this site.
S-133	X		YES	
S-134	X		YES	
S-135	X		YES	The existing 100 year flood plain and flood plain buffer is to remain undisturbed (except for a small area to accommodate the trail and the storm drain outfall upgrade), and is 100% wooded so no additional landscaping is feasible. Further the subject property is included in a previously approved TCP for which a fee in lieu was already paid. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-136		X		The existing Storm Water Management Pond is currently stabilized and coupled with the future proposed alignment of the Purple Line additional planting is not feasible, and no other ponds are proposed.
S-137	X		NO	The Parking Garage on Proposed Lot 6 and the Building on Lot 5 are proposed to be located only 10' from the Stream Buffer, however any further distance greatly impacts the balance of the site access.
S-138	X		YES	The Flood Plain Buffer impacts have been minimized. No impact to Riparian Forest.
S-139	X		YES	Only storm drain connections, future roadway connections, minimal roadway construction and trail connections are located within the Flood Plain and Flood Plain Buffer.
S-140	X		YES	
S-141	X		YES	
S-142	X		YES	
S-143	X		YES	
S-144	X		YES	
S-145	X		YES	

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-146	X		YES	
S-147	X		YES	The 50' buffer from the flood plain needs to be partially cleared and graded to comply with the requirement to install the pedestrian/commuter pathway which is to be constructed adjacent to the 50' buffer from the flood plain, as called for on Map 18, page 120 of the TDDP, which is located along the north property line of the subject property. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-148	X		YES	
S-149	X		YES	
S-150	X		YES	
P-13		X		
S-151		X		Previously prepared and approved, 65dBA line shown.
S-152		X		Previously prepared and approved, 65dBA line shown.
S-153		X		Previously prepared and approved, 65dBA line shown.
S-154	X		YES	
S-155	X		YES	
S-156	X		YES	
S-157	X		YES	
S-158	X		YES	
S-160	X		YES	
S-161	X		YES	
S-162	X		YES	
P-14		X		
S-163	X		YES	
S-164	X		YES	
S-165	X		YES	The proposed pedestrian commuter trail along the north property line is located and designed so as to be illuminated by the proposed parking lot lighting. See S-233.
S-166	X		NO	Prince George's County DPW&T will NOT permit on-street parking.
S-167		X		No intersections affect the subject properties.
S-168	X		YES	
S-169	X		YES	

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-170	X		YES	
S-171	X		YES	
S-172	X		YES	
S-173	X		YES	
S-174	X		YES	
S-175	X		YES	
P-16	X		YES	
P-17		X		No proposed uses not listed in Table 11
P-18	X		YES	
P-19	X		YES	
P-20	X		YES	
P-21	X		YES	
S-176	X		YES	
S-177	X		YES	
S-178	X		YES	Prince George's County DPW&T will NOT permit on-street parking. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-179	X		YES	Prince George's County DPW&T will NOT permit on-street parking. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-180	X		YES	
S-181	X		YES	
S-182	X		YES	Prior Action
S-183	X		YES	Prior Action
S-184	X		YES	Prior Action
S-185	X		YES	Prince George's County DPW&T will NOT permit on-street parking. The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
S-186	X		YES	Can implement if required or requested.

Mandatory Requirement Designation	Applicable		Plan Compliance	Explanation/ Amendment Request
	Yes	No		
S-187	X		YES	Can implement if required or requested
S-188	X		YES	A proposed plan calls for Standard Spaces to be 9' wide by 18' long (½ foot wider and ½ foot shorter than noted), and compact spaces be 8' wide by 16' long (1' shorter than noted). The Site Plan for Lots 7 thru 9 (existing Lots 15 thru 17, Block "C" of the Riverside Subdivision and included in DSP 09028) complies with the exception of the building setback, See Mandatory Requirement Designation S-14. This amendment was previously approved. - YES
P-22	X			Prior Action
P-23	X			Prior Action
P-24	X			Prior Action
P-25	X			Prior Action
P-26	X			Prior Action
P-27	X			Prior Action
P-28	X			Prior Action / To Be Determined
P-29	X			Prior Action / To Be Determined
Parcel 12 Requirements				
P-5	X		YES	Proposed Building Height is 48' and 60'.
S-4	X		YES	
S-6	X		NO	All roads within Parcel 12 are to be Private Rights of Way with a width of 40'.
S-8	X		NO	All roads within Parcel 12 are to be Private Rights of Way with a width of 40'. Lots 1 thru 6 are to be part of a SECURE Development, and setbacks are driven by Federal Security Requirements.
S-252	X		YES	
S-254	X		YES	
S-255	X		YES	
S-256	X		YES	
S-257	X		YES	
S-258		X		
S-259	X		YES	
S-260	X		NO	All roads within Parcel 12 are to be Private Rights of Way with a width of 40'. Lots 1 thru 6 are to be part of a SECURE Development, and setbacks are driven by Federal Security Requirements.





Historic Preservation Commission

Prince George's County, Maryland

COUNTY ADMINISTRATION BUILDING • UPPER MARLBORO, MD. 20772 • 301 952 3520

DATE: December 19, 2012

TO: Quynn Nguyen, Senior Planner
Subdivision Review Section
Development Review Division

VIA: Frederick Stachura, HPC Coordinator
Historic Preservation Section
Countywide Planning Division

Howard Berger, Supervisor
Jennifer Stabler, Archeology Planner Coordinator
Historic Preservation Section
Countywide Planning Division

FROM: Historic Preservation Commission

RE: **4-12014 Litton Technology Center (contains Archeological Site 18PR693)**

The Historic Preservation Commission reviewed the subject application at its December 18, 2012 meeting and voted 8-0-1 (the Chairman voted "present") to forward the following findings, conclusions, and recommendations to the Planning Board for its review of Preliminary Plan 4-12014 Litton Technology Center:

The HPC recommends to the Planning Board approval of preliminary plan 4-12014, Litton Technology Center, with the following conditions:

1. Prior to the approval of any grading permits for the record lot on which 18PR693 is located, the applicant shall install a super silt fence with orange construction fencing that provides a 50-foot buffer around the boundaries of archeological site 18PR693 (where the Phase III data recovery investigations will be conducted) and provide proof of these installations to Historic Preservation staff. All grading plans shall include delineations of the areas of super silt fencing for site 18PR693.
2. Prior to any grading within the area fenced for the Phase III data recovery of site 18PR693, the applicant shall submit a management summary to Historic Preservation staff and to the Maryland Historical Trust documenting the completion of the fieldwork. Upon issuance of written concurrence by Historic Preservation staff that the fieldwork has been completed, the applicant may proceed with construction activities concurrently with completion of the remaining laboratory analysis and reporting phases of the data recovery work.

3. Prior to the issuance of a building permit which would result in the disturbance of 18PR693 or its buffer, the applicant shall:
 - a) provide a final report detailing the Phase III investigations of site 18PR693;
 - b) ensure that all artifacts recovered from all archeological investigations on the subject property are curated in a proper manner and deposited with the Maryland Archaeological Conservation Lab at the Jefferson Patterson Park and Museum in St. Leonard, Maryland. Proof of disposition of the artifacts shall be provided to Historic Preservation staff.
4. Prior to the issuance of the use and occupancy permit for the lot on which 18PR693 is located, the installation of the interpretive signage for archeological site 18PR693 and other public outreach measures shall be completed.

Background

The property comprises 48.57 acres, 13.43 acres of which is zoned I-3 and 35.14 acres zoned M-X-T. It is located 700 feet southwest of Paint Branch Parkway, at the end of 51st Avenue and 2000 feet southwest of Paint Branch in College Park, Maryland. Northeast Branch of the Anacostia River is located to the east and north of the subject property. This preliminary plan proposes to resubdivide the existing lot and parcel into nine lots for research and development offices. Archeological site 18PR693 is located on proposed Lot 4.

Findings

A Phase I archeological survey was conducted on the subject property in 2003 by Greenhorne & O'Mara, Inc., for the General Services Administration. The site report, *Phase I Archeological Survey for the Proposed NOAA Center for Weather and Climate Prediction in Prince George's County, Maryland*, indicated that one prehistoric archeological site, 18PR693, was identified on the eastern part of the subject property in an area that was once used as an antenna testing site for a nearby antenna factory. The site was defined as a Late Archaic (4,000-2,000 B.C.) to Early Woodland (2,000-500 B.C.) lithic scatter. Artifacts recovered from the Phase I study included one projectile point, quartzite flakes made of locally available cobbles, and fire-cracked rock. Fire-cracked rock was often used to line hearths or to heat or boil water for cooking. No cultural features were identified in the Phase I survey, but the site appeared to have minimal disturbance. Phase II investigations of site 18PR693 were recommended in the Phase I report to determine if intact cultural features or deposits are present and to further define the boundaries of the site.

Phase II archeological investigations were conducted on site 18PR693 during May and June 2010. A total of 672 close-interval shovel test pits (STPs) were excavated across the site. Fifteen 1-x-1 m test units were placed in areas of high artifact concentrations. The survey property was divided into two areas: Area A and Area B. Area A comprised the eastern portion of the property and appears as a former agricultural field in aerial photographs, as well as a World War II-era radar testing range.

An analysis of the artifacts recovered indicates that the most intense prehistoric occupation of site 18PR693 is located along the northern boundary and center of Area A. Three features, intact sub-plow zone deposits, and temporally diagnostic artifacts were identified. Evidence suggests that this area was used to obtain quartz and quartzite cobbles from a nearby creek and the Northeast Branch of the Anacostia River. Activities evident at the site include retooling, woodworking, hunting, butchering, and hide preparation.

A second component dates to the late eighteenth through mid-nineteenth centuries and is represented by ceramics and architectural materials located primarily in Area B. One cluster was located along the western edge of the site while another diffuse scatter was present in the center of the site. The historic component appears to be domestic in nature and associated with the Calvert family's ownership of the property.

Site 18PR693 was evaluated for its eligibility for listing in the National Register of Historic Places (NRHP). Site 18PR693 contained a historic component and a Late Archaic to Early Woodland prehistoric component. The historic component dates from the late eighteenth to the first half of the nineteenth century. No intact features or deposits from the historic component were identified. Therefore, the historic component of 18PR693 is not considered eligible for the NRHP.

The prehistoric component of site 18PR693 spans both Areas A and B. Much of Area B evidenced low densities of artifacts and the lack of intact deposits and features. Area A, however, contained a higher density of prehistoric artifacts, the presence of cultural features, and a sub-plow zone intact cultural deposit. One area of high artifact density within Area A represents tool production activities, centered on the use of quartzite. The north and central portions of Area A retain intact deposits and artifacts that can be used to address questions of Late Archaic to Early Woodland period lithic procurement, lithic technology, site function, and intrasite patterning or site structure. Area B of site 18PR693 is not considered eligible for the NRHP. However, it is recommended that a portion of Area A is eligible for the NRHP based on the presence of diagnostic artifacts, features, and intact cultural deposits that date to the Late Archaic to Early Woodland periods. The significant portion of the site is located in a C-shaped area approximately 20 m wide and 160 m long and covering an area of approximately 3,200 m² (0.8 acres) in the north and central portions of Area A.

As a state-associated undertaking, the Maryland Historical Trust (MHT) reviewed all aspects of the archeological investigations pursuant to the Maryland Historical Trust Act of 1985 as amended, State Finance and Procurement Article §§ 5A-326 of the Annotated Code of Maryland. MHT determined that site 18PR693 meets the criteria for eligibility in the National Register of Historic Places. Joyce Corporation submitted an *Alternate Site Design Analysis of Phase II NRHP Evaluation of Site 18PR693, Prince George's County, Maryland* (March 17, 2011) for review by MHT and M-NCPPC Historic Preservation staff. This report provides a detailed analysis of the original site plan and offers three alternatives for avoiding the significant archeological resources on the property. Based on the documentation provided in the report, it appears that the original site plan is the only viable alternative that will meet the project's goals and comply with development regulations.

Construction of the original design plan will result in the destruction of archeological site 18PR693 and will thus have an adverse effect. Therefore, the applicant has proposed to conduct Phase III data recovery investigations on site 18PR693. MHT and M-NCPPC Historic Preservation staff concurred that Phase III data recovery is warranted and will constitute an acceptable treatment to mitigate the loss of this site. The applicant, the University of Maryland, College Park, and MHT executed a Memorandum of Agreement in October 2012 that stipulates the measures that will be implemented to mitigate the project's adverse effects on archeological site 18PR693.

In accordance with the Planning Board's directives, as described in the Guidelines for Archeological Review, May 2005, and consistent with Subtitle 24-104, 121(a)(18), and 24-135.01, the subject property shall be the subject of a Phase III archeological investigation to determine whether archeological site 18PR693 may be significant to the understanding of the history of human settlement in Prince George's County.

If the land contained in a subdivision application contains or may have an impact on an historic resource, or if a Phase II study has determined that the archeological site may be eligible for the National Register of Historic Places, the subdivision application will be referred to the HPC. The HPC's comments may address the impact of proposed projects on historic resources and whether archeological sites should be designated as historic sites, based on the criteria of Section 29-104 of the Historic Preservation Ordinance. The HPC's recommendation will be forwarded to the Planning Board within the mandatory action time frame of the subdivision case.

I:\HISTORIC\REFERRALS\12\4-12014 Litton Technology Center\4-12014 Litton Technology Center_HPC 19 dec 2012.docx

Prince George's County Planning Department
Community Planning Division

301-952-4225
www.mncppc.org

January 11, 2013

MEMORANDUM

TO: Quynn Nguyen, Subdivision Review Section, Development Review Division
VIA: Cynthia Fenton, Planner Coordinator, Community Planning Division
FROM: Chad Williams, LEED AP BD+C, Planner Coordinator, Community Planning Division
SUBJECT: 4-12014 Litton Technology Center

DETERMINATIONS

- This application is consistent with the 2002 General Plan Development Pattern policies for Centers in the Developed Tier.
- This application does not conform with the land use recommendations of the 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone*.
- Much of the subject property is located in the M-X-T Zone. This application does not meet the requirement of the Zoning Ordinance for all development within the M-X-T Zone to demonstrate a mix of uses.
- Several key design standards of the transit district development plan and design guidelines from the General Plan have not been adequately addressed, and the applicant should continue to refine the site designs, street layout, and lot pattern to better meet the intent of these standards.
- This application is located under the traffic pattern for a small general aviation airport (College Park Airport) and is subject to Aviation Policy Area regulations in Sections 27-548.32 through 27-548.48 of the Zoning Ordinance. In particular, the applicant should be made aware of height and purchaser notification requirements contained in these regulations.

BACKGROUND

Location: Northeast side of River Road, south of Paint Branch Parkway

Size: 48.57 acres

Existing Uses: Vacant land that is partially wooded

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Proposal: Resubdivide three existing lots and one parcel into nine lots for research and development offices

GENERAL PLAN, MASTER PLAN AND SMA

2002 General Plan: This application is located in the Developed Tier and is in a designated Center (College Park/UM Metro).

The vision for the Developed Tier is a network of sustainable, transit-supporting, mixed-use, pedestrian-oriented, medium- to high-density neighborhoods.

The vision for Centers is mixed residential and nonresidential uses at moderate to high densities and intensities, with a strong emphasis on transit-oriented development.

Master Plan: 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone.*

Planning Area/
Community: PA 66

Land Use: The northern portion of the subject property (identified as Parcel 12 by the 1997 transit district development plan) is recommended for mixed-use development consisting of a mix of office, retail, hotel, residential, and light industrial uses, while the southern three proposed lots (identified as part of Parcel 10 by the 1997 transit district development plan) are recommended for planned employment land uses consisting of a mix of office, retail, and light industrial development.

Environmental: Refer to the Environmental Planning Section referral for comments on the environmental element of the 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone* and the 2005 *Countywide Green Infrastructure Plan.*

Historic Resources: None identified

Transportation: River Road is identified as a four-lane collector (C-204) with an 80 foot right-of-way. Access to Parcel 12 will be via 52nd Avenue, a local commercial street linking to Paint Branch Parkway, which is identified as a four-lane collector (C-202) with an 80-100 foot right-of-way by the 2009 *Approved Countywide Master Plan of Transportation.*

Parcel 12 is approximately 1,200 feet southeast of the College Park-University of Maryland Metro Station and MARC platform and one of the proposed Purple Line platforms. The portion of Parcel 10 subject to this application is located approximately 1,050 feet northwest of the proposed River Road Purple Line platform.

Public Facilities: None identified

Parks & Trails: Parcel 12 abuts the Ellen Linson Pool and Herbert W. Wells Ice Rink to the north, and the Northeast Branch Stream Valley Park to the east. The Northeast Branch Stream Valley Park Trail is located on the east side of Parcel 12. The transit district development plan recommends a trail along the northern edge of Parcel 10, with additional trail connections linking Parcel 10 with Parcel 12. Additionally, a network or grid of trails is proposed throughout Parcel 12 with a connection to the Northeast Branch Stream Valley Park Trail.

SMA/Zoning: The 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone* rezoned Parcel 12 from the I-1 Zone to the M-X-T Zone and Parcel 10 from the I-1 and I-2 Zones to the I-3 Zone. The transit district development plan also placed the entire property in the Transit District Overlay Zone (TDOZ), which requires site plan review.

PLANNING ISSUES

Staff notes proposed Lots 7, 8, and 9 in the southwest portion of the subject property are included in this application primarily for the purpose of the redistribution of the parking space cap set by the 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone* (hereafter TDDP). These proposed lots are subject to an approved Detailed Site Plan (DSP-09028) and are identified by the TDDP as part of Parcel 10. The main focus of this referral will be on proposed Lots 1-6 (identified in the TDDP as Parcel 12), which will be subject to a future Detailed Site Plan application.

Land Use and Plan Conformance

This application does not conform to the land use recommendations of the 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone* (hereafter TDDP). The proposal for four office buildings and associated parking is not in keeping with the TDDP recommendation for mixed-use development consisting of a mix of office, retail, hotel, residential, and light industrial uses. The urban design concept outlined on pages 63-64 envisions an urban development for properties within a 10-minute walking distance from the College Park-University of Maryland Metro Station and specifically identifies Parcel 12 (the subject property for proposed Lots 1-6) as part of this concept. Page 64 states: "(i)n this area pedestrian density would be higher and urban design should focus on pedestrian activities. Physical development is based on a block pattern, with buildings close to the street and shielded parking."

Staff recognizes that proposed Lots 7, 8, and 9 would conform to the land use recommendation for planned employment land uses including office, retail, and light industrial development in a suburban campus character if viewed as an independent application. However, when included in the context of the larger submittal for nine new lots, staff cannot find overall conformance with the land use recommendations of the TDDP. See Map 4, *Approved Land Use Categories*, on page 20 and pages 63-64 of the TDDP for further detail on the recommended land use and urban design character of the subject property.

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The application is consistent with the land use recommendations of the 2002 General Plan for metropolitan centers—specifically with regard to the desired concentration of employers and workers for large government service, major employment centers, and major educational complexes as found on page 47 of the General Plan.

Additional General Plan guidance which has bearing on development within the TDDP can be found in:

- The objective on page 27 to incorporate appropriate pedestrian, bicycle, and mass transit-oriented features in all new development within centers and corridors;
- The urban design strategies for centers and corridors to emphasize the need for the overall design and amenities to create a special sense of place and ensure ample amenities such as plazas, public open space, public art, and civic uses are provided.

Zoning

The portion of the subject property located in Parcel 12 as identified in the TDDP is zoned M-X-T (Mixed Use – Transportation Oriented). The portion located in part of Parcel 10 is in the I-3 (Planned Industrial/Employment Park) Zone. The entirety of the subject property is within the Transit District Overlay Zone and is subject to detailed site plan review.

Section 27-547(d) of the Zoning Ordinance states:

“(d) At least two (2) of the following three (3) categories shall be included on the Conceptual Site Plan and ultimately present in every development in the M-X-T Zone. In a Transit District Overlay Zone, a Conceptual Site Plan may include only one of the following categories, provided that, in conjunction with an existing use on abutting property in the M-X-T Zone, the requirement for two (2) out of three (3) categories is fulfilled.”

The uses that shall be present are drawn from the categories of retail businesses; office, research, or industrial uses; and dwellings, hotel, or motel. The TDDP does not permit dwellings on Parcel 12, but there is no indication by the applicant that a mix of uses will be provided as part of the subject development.

The applicant has argued that page 15 of the TDDP establishes the TDDP document itself as the Conceptual Site Plan (CSP) for all development within its boundaries. Staff concurs with this interpretation. However, as legal counsel has made clear to the applicant (e-mail, Borden to Haller, December 18, 2012), “(t)he fact that the project is not subject to a CSP process does not relieve the applicant of the duty to comply with the requirements of the underlying zone, including mix of uses as specifically referenced in Section 27-548.05(c).”

The applicant will need to either demonstrate that an existing use on property abutting the subject property can be used to satisfy the requirement or provide some indication that a mix of uses will ultimately be present in the development on the M-X-T zoned property on proposed lots 1-6.

Site Design, Circulation, and Access

The submitted site plans do not reflect the urban character envisioned by the TDDP for the northern portion of the transit district. The site plan reflects a lot pattern that is suburban in nature, with no rhythm

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or clear sense of logical layout associated with proposed lots 1-6. Each of these proposed lots is of a different size and shape that seems to cater more to the expressed intent for a secure facility than to an urban, walkable environment. The applicant should be encouraged to reconfigure these six proposed lots and provide through-streets that begin to establish an urban grid-like street network within the subject property. This network should allow for future connections to Parcel 12 to the south (indicated by the submitted site plans, but the linkage to the proposed crossing of the stream should be more linear in shape and alignment) and to the CASL site to the west to allow for a possible future connection as the CASL site redevelops over time. An urban block configuration is mandated by standard S-260 on page 161 for Parcel 12.

At the time of Detailed Site Plan review, the applicant should demonstrate that the relationship of proposed buildings on the subject property north of the channelized stream (the southern boundary of Parcel 12 as defined by the TDDP) is evocative of a more urban relationship between buildings. The applicant Exhibit B submitted as part of the response letter to SDRC review comments indicates a preferred distance and a minimum distance for the anticipated security requirements future tenants may desire. Staff would prefer to see a lot and siting pattern that seeks to establish the minimum distance to remain more in keeping with the desired urban character for development in this area while still accommodating the applicant's desire to create a secure office environment.

The proposed buildings should have frontage on public streets if possible. In lieu of public streets, the site should be designed so that future buildings will front private streets. These streets should be designed to be consistent with Figure 12 on page 73 of the TDDP. This figure should also guide building setbacks from streets within Parcel 12. Both of these recommendations are in accordance with Parcel 12-specific standards S-6 and S-8 on page 159. The building setback should be finalized at the time of Detailed Site Plan review.

It appears that most of the proposed buildings on Parcel 12 will front drive aisles or parking lots. Standard S-57 on page 82 states that "(p)arking lots should be located behind buildings" and standard S-74 on page 84 states that "(m)ajor building entrances shall be accessed from the street in the northern area." Furthermore, standard S-252 on page 159 states: "(p)arking lots in front of buildings shall be prohibited."

Staff understands the submitted concept drawings are not final, but the circulation pattern of streets, sidewalks, and trails should be finalized prior to signature approval of the subdivision application. As indicated in the concept drawings, the street network and pedestrian linkages are insufficient to provide for an urban, connected circulation pattern within the subject property. The applicant should be encouraged to incorporate additional access and circulation paths within the subject property, and should confirm the presence and location of sidewalks and streetscape amenities on both sides of all streets per standard S-18 on page 76.

Additional green spaces and gathering places should be considered as potential on-site amenities for future workers and visitors in accordance with standard S-260 on page 161.

The applicant should consider providing a bicycle sharing facility in consultation and collaboration with the City of College Park, Town of Riverdale Park, Department of Public Works and Transportation, and the Transportation Planning Section of the Planning Department.

Architecture and Design

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The proposed office buildings as shown in the submitted concept drawings have a very suburban design and site layout which is at odds with the preferred character of a more urban, mixed-use environment such as that envisioned by the General Plan for metropolitan centers and by the TDDP for the northern area . At the time of Detailed Site Plan review the applicant should demonstrate how the design of the proposed office buildings will fully meet the intent of the architectural standards contained in the TDDP.

Technical Corrections

While the applicant has attested the municipal boundaries as depicted on the submitted site plans are accurate, the site plans themselves do not indicate the municipalities. Rather, the municipal boundaries are labeled with the election districts. The plans should be revised to identify the municipalities of College Park and Riverdale Park.

Aviation Policy Area

This application is located under the traffic pattern for a small general aviation airport (College Park Airport). This area is subject to Aviation Policy Area regulations adopted by CB-51-2002 (DR-2) as Sections 27-548.32 through 27-548.48 of the Zoning Ordinance. Specifically, the subject property is located in Aviation Policy Area (APA) 6. The APA regulations contain additional height requirements in Section 27-548.42 and purchaser notification requirements for property sales in Section 27-548.43 that are relevant to evaluation of this application. No building permit may be approved for a structure higher than 50 feet in APA-6 unless the applicant demonstrates compliance with Federal Aviation Regulations (FAR) Part 77.

The application should also be referred to the Maryland Aviation Administration for information and comment:

Ashish J. Solanki, Director
Office of Regional Aviation Assistance
Maryland Aviation Administration
PO Box 8766
BWI Airport, MD 21240-0766

c: Steve Kaii-Ziegler, AICP, Planning Supervisor, Community Planning Division
Long-range Agenda Notebook

January 10, 2013

MEMORANDUM

TO: Quynn Nguyen, Subdivision Section
VIA: Henry Zhang, Master Planner, Urban Design Section
FROM: Meika Fields, Senior Planner, Urban Design Section
SUBJECT: Preliminary Plan of Subdivision 4-12014, Litton Technology Center

The subject Preliminary Plan of Subdivision 4-12014 proposes a re-subdivision of lots 15, 16, 17 of the Riverside Subdivision and Parcel A of Litton Technology Center. The subject 48.57-acre property proposes nine lots for a total of 1,060,000 square feet of research and office development. Existing Parcel A is zoned Mixed-Use-Transportation Oriented (M-X-T) and Transit District Overlay Zone (TDOZ); and existing lots 15, 16, and 17 are zoned Industrial/Employment Park (I-3) and Transit District Overlay Zone (TDOZ). The subject site is located east of River Road and south of Paint Branch Parkway within the 1997 Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone (TDDP). Based on the Urban Design Section's review of the above Preliminary Plan of Subdivision, we offer the following comments:

Conformance with the *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone*

1. Development on the subject site is governed by the 1997 Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone (TDDP). The TDDP is divided into northern and southern regions. The subject site encompasses both regions. Existing Parcel A (proposed lots 1 through 6 in the subject preliminary plan of subdivision) is located in the northern region of the TDDP. Existing lots 15, 16, and 17 (proposed lots 7 through 9 in the subject preliminary plan of subdivision) are located in the southern region of the TDDP.
2. Land Use Concept for Northern Region (where the proposed lots 1-6 are located)-Urban Town Center: The urban design concept for the northern region is that of a walkable mixed-use urban town center with a connective street system. The preliminary plan of subdivision should provide the framework for a connective street system, which can be further defined at time of detailed site plan. A street layout with a grid pattern that provides connections between properties to the north of the subject area and the south is recommended.

The land use concept for the Urban Town Center calls for a mix of uses including office, retail, hotel, and light industrial uses. Residential uses are not permitted, nor are they proposed by the submitted preliminary plan. The preliminary plan of subdivision proposes research office development only that is not consistent with the TDDP land use concept.

The TDDP also contains parcel specific standards that are applicable to the proposed lots 1-6, which was identified as Parcel 12 in the TDDP. Discussion of pertinent parcel specific standards for the proposed lots 1-6 is as follows:

- a. In the TDDP, the main access points to lots 1-6 are from 51st and 52nd Avenue. that creates the framework for an urban street grid. A street grid is not achieved in this preliminary plan of subdivision.
- b. Internal streets should depict a 70-foot right-of-way. The proposed private access easement in the submitted preliminary plan of subdivision is 40 feet.
- c. New parking lots along street frontage should be set back at least as far as the building or be located behind buildings, and screened with a combination of a low wall and landscaping.
- d. On-street parallel parking is recommended along internal streets in this region. This includes the extensions of 51st and 52nd Avenue and proposed cross-streets.
- e. Buildings should affront internal streets and are desired to have a maximum setback of 30 feet, which includes a 6-foot-wide planting strip, and a minimum of 8-foot-wide sidewalk
- f. Major buildings entrances should be accessed directly from the street.

The submitted information indicates some plan deficiencies with regard to fully meeting the requirements of the TDDP. Conformance to these requirements should be further evaluated at time of detailed site plan.

3. Land Use Concept for Southern Region (Proposed Lots 7-9)-Suburban Campus: The urban design concept for the southern region (where the proposed lots 7 -9 are located) is described as a suburban campus. This area is foreseen as a research or office park. On March 8, 2012, the Planning Board approved Detailed Site Plan DSP-09028 for M Square, University of Maryland Research Park, which covers the proposed lots 7-9, for an office development with 450,000 square feet of office space and a four-story, 160,500 square-foot parking garage in three phases. The site plan's conformance with the requirements of the TDDP was evaluated prior to that approval. (See findings for conformance with previous approvals below)

Requirements of the Zoning Ordinance

4. All development proposals in the TDOZ are subject to detailed site plan review, as indicated in Section 27-548.08, Site Plan, which states:
 - (a) **General.**
 - (1) **Prior to the issuance of any grading, building, or use and occupancy permit for the construction on, or use of, any land in a Transit District, a Detailed Site Plan for individual development proposals shall be approved by the Planning Board in accordance with Part 3, Division 9. A Detailed Site Plan shall be approved prior to, or concurrently with, any final plat of subdivision.**

5. Proposed lots 1 through 6 are located within the M-X-T Zone. Development located within the M-X-T Zone is subject to the requirements of Section 27-547, Uses Permitted, of the Zoning Ordinance. The proposed use in this application is permitted in the M-X-T Zone. However, Section 27-547(d) provides standards for the required mix of uses for sites in the M-X-T Zone as follows:

At least two (2) of the following three (3) categories shall be included on the Conceptual Site Plan and ultimately present in every development in the M-X-T Zone. In a Transit District Overlay Zone, a Conceptual Site Plan may include only one of the following categories, provided that, in conjunction with an existing use on abutting property in the M-X-T Zone, the requirement for two (2) out of three (3) categories is fulfilled. The Site Plan shall show the location of the existing use and the way that it will be integrated in terms of access and design with the proposed development. The amount of square footage devoted to each use shall be in sufficient quantity to serve the purpose of the zone:

- (1) Retail business;**
- (2) Office, research, or industrial uses;**
- (3) Dwellings, hotel, or motel.**

The subject preliminary plan of subdivision does not demonstrate the required mix of uses. Currently only office use is proposed. The application should be revised to propose at least one additional use category, recognizing that residential development (i.e. dwellings) are not permitted by the TDDP on the proposed lots 1 through 6.

Conformance with Relevant Previous Approvals

6. The subject site is a portion of the land area previously subdivided through Preliminary Plan of Subdivision 4-89228, which was approved by the Planning Board on January 9, 1992 for development of two million square feet of office space on 134.4 acres. The Planning Board's action for Preliminary Plan 4-89228 is contained in PGCPB Resolution No. 90-42(C)(A). The subject lots are depicted on a final plat of subdivision entitled "Riverside," which was recorded among the Land Records of Prince George's County at Plat Book REP 213 Plat No. 69 on July 6, 2006. This preliminary plan will replace the requirements of that previous approval for the subject land area.
7. Proposed lots 7-9 are the area of recently approved Detailed Site Plan DSP-09028 for M Square, University of Maryland Research Park. The resolution of this approval, PGCPB No. 12-20, was adopted on March 29, 2012. The detailed site plan remains valid for three years and has not been certified as of this writing. The detailed site plan was approved with 17 conditions and the following conditions are relevant to the review of the subject preliminary plan of subdivision.
- 4. Prior to signature approval of the detailed site plan (DSP), the following information shall be provided or revisions made:**
 - b. The site plan shall reflect widening of the four foot-wide segment of sidewalk north of the subject property to eight feet wide. A note shall be provided to state that widening is contingent upon not being required to extend the existing headwall or construct a new stream crossing and an agreement with the adjacent property owner and DPW&T.**

- f. **A general aviation disclosure notice shall be placed on a prominent location on the DSP.**
 - h. **A cross parking and access easement shall be noted on the plan as a part of this DSP, and recorded in county land records.**
 - i. **The applicant shall seek approval from the affected public utility companies to locate the sidewalk along River Road in the existing public utility easement. In the event such approval is not obtained, the applicant may propose an alternate sidewalk location for approval by the Planning Board or its designee. In order to allow such a revision to the sidewalk location to be approved at staff level, the Planning Board approves a waiver of Design Standard S-3 to allow the sidewalk to be relocated to avoid a conflict with the public utility easement. Any request to relocate the sidewalk outside the public utility easement shall be referred to the City of College Park and the Town of Riverdale Park for review and comment.**
 - j. **The detailed site plan shall be revised to show at least a paved 24-foot-wide two-way parking driveway aisle extending from the subject property, preferably along the Lot 16 boundary line with Lots 15 and 17 to the southeastern property line with TDDP Parcel 11.**
 - l. **The proposed crosswalk across River Road shall be included on the site plan.**
 - m. **The Liber and Folio of the required PUEs for the trails and sidewalk on the subject property shall be placed on the site plan and documents specifying responsibility for maintenance of those facilities shall also be recorded in Land Records.**
 - n. **The required private water and sewer easements, including their horizontal width, should be delineated on the DSP.**
- 8. Eight-foot-wide sidewalks shall be provided within the River Road right-of-way, or within an easement with an associated maintenance agreement or covenant. The liber/folio of any proposed easement or agreement shall be reflected on future plans.**

Since the detailed site plan has not been certified, these conditions must be addressed prior to certificate approval. For the case reviewer's information, the sidewalk along River Road is proposed within the public utility easement. The applicant has yet to obtain approval from the affected public utility companies to locate the sidewalk along River Road in the existing public utility easement. If this approval is not obtained, then the sidewalk may be located on private property. The preliminary plan reviewer should assess whether a public access easement is appropriate along the River Road frontage on the private property.

- 8. The lot layout of the recently approved Detailed Site Plan DSP-09028 is inconsistent with the lot layout shown on the subject preliminary plan of subdivision. A revision to the detailed site plan or a new detailed site plan will be necessary so that the bearings and distances, and lot numbers on the DSP conform to the new preliminary plan and future final plat.

Conformance with Aviation Policy Area 6

9. The Preliminary Plan is located in Aviation Policy Area 6, which is a traffic pattern area. In APA-6 development densities and intensities are the same as in the underlying zones. The uses of all APA lands may not endanger the landing, taking off or safe maneuvering of aircraft. No building permits may be approved for any structure higher than 50 feet, unless the applicant demonstrates compliance with FAR Part 77.

The *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone (TDOZ)* gives parcel specific building heights for the areas covered in the subject preliminary plan as follows:

Building heights for Lot 10 of the TDOZ (proposed lots 7, 8, and 9) are permitted at 84 feet.

Building heights for Lot 12 of the TDOZ (proposed lots 2, 3, 4, 5, and 6) are permitted at 48 feet.

Building heights for Lot 12D of the TDOZ (proposed lot 1) are permitted at 78 feet. Conformance to these requirements shall be evaluated at time of detailed site plan.

Conformance with the Prince George's County Landscape Manual

10. Landscaping, screening, and buffering on the subject site should be provided pursuant to the provisions of the *Landscape Manual*. In addition, since the subject site is also located within the *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone*, additional landscaping standards as stated in the TDOZ will be applicable to the subject site. The site's conformance to the applicable landscaping requirements will be determined at time of detailed site plan review.

Conformance with the Tree Canopy Coverage Ordinance

11. This application is also subject to the requirements of the Tree Canopy Coverage Ordinance. The subject site is located with the M-X-T and I-3 Zones and a minimum 10 percent of the property should be covered by tree canopy. The applicant should show conformance to the tree canopy coverage requirements at time of detailed site plan.

Urban Design Section Recommendation

Based on the foregoing analysis, the Urban Design Section recommends:

1. Prior to any action taken by the Planning Board on the subject application, the applicant shall:
 - a. Revise the layout of Lots 1-6 to provide the framework for a grid street pattern through use of a 70 foot-right-of-way for internal streets. The street grid should be further defined at time of detailed site plan.
 - b. Provide a general aviation disclosure notice on the plan.
 - c. Indicate that a cross parking and access easement is provided on the proposed lots 7, 8, and 9 consistent with the approved DSP-09028 for M-Square.

- d. Revise the plan to provide at least one additional use on the proposed lots 1-6 to support the vision of the mixed-use urban town center, and meet the requirements of the M-X-T Zone.
2. Prior to final plat, the applicant shall either to obtain a new detailed site plan approval or an approval for a revision to DSP-09028, M-Square.

PGCPB No. 12-20
 File No. DSP-09028
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I-3 ZONE REGULATIONS	Required	Provided
Setbacks (Minimum in feet)(including parking/loading)		
From street: All except Freeway/Parkway	30*	10
From adjoining land in any nonresidential zone:		
all yards	20	20
Building Coverage (Maximum % of net lot area)	45	22.39
Green area (Minimum % of net lot area)	25	43.76

**This regulation marked with an asterisk is modified by a TDOZ standard.*

The submitted plan conforms to the requirements of the I-3 Zone with the exception of the requirement that buildings and parking be set back 30 feet from streets. The submitted site plan shows an area of parking approximately 10 feet from the River Road right-of-way. This I-3 standard is similar to TDOZ standard S-51, which requires that a 40-foot-wide landscape buffer be provided between the sidewalk and new parking lots. The Planning Board finds that the applicant shall provide a landscape buffer in accordance with standard S-51 of the TDOZ, which will place the site in conformance with the I-3 setback requirement. Revisions conditioned with Applicant Exhibit 1 will place the site in conformance with standard S-51 and the requirements of the I-3 Zone.

- e. **Signage in the Planned Industrial/Employment Park (I-3) Zone**
 Sections 27-613 and 27-614 provide detailed regulations regarding the square footage of signage that may be approved in the I-3 Zone, whereas the TDOZ focuses on the design or appearance of signage.

The detailed site plan includes details for three ground-mounted freestanding signs and no building-mounted signs. If building-mounted signs are proposed, the Planning Board finds that the area of those signs shall not exceed the provisions of the I-3 Zone, and the design of the signs shall fully conform to the TDOZ standards.

10.

Preliminary Plan of Subdivision 4-89228: Review of this detailed site plan is subject to Preliminary Plan, 4-89228 (PGCPB Resolution No. 90-42(C)(A)), adopted by the Planning Board on January 9, 1992, which included the subject property. The preliminary plan is known as the Riverside Subdivision and contains 134.4 acres. Lots 15-17, Block C are a part of this larger subdivision.

The resolution of approval (PGCPB No. 90-42(C)(A)) contains 23 conditions. The following conditions relate to the review of this detailed site plan. Comments have been provided where appropriate:

- 3. **Development of the total site shall be limited to the equivalent of two million square feet of office space. Phase I will contain the equivalent of 705,448 square feet of office space and Phase II will contain the equivalent of 1,294,552 square feet of office space. Phase I shall contain the 470,448 square feet allocated in Final Plat 5-**

91250 (Phase IA), plus an additional 235,000 square feet allocated in Final Plat 5-91259 (Phase IB).

As of this writing, there is a total of 1,803,795 square feet of office building that either has been constructed or allocated by various record plats, of which 235,000 square feet are assigned to undeveloped TDOZ Parcel 9, subsequently recorded as Riverside Lots 1-4, Block B. These four undeveloped lots are also owned or controlled by the University of Maryland and/or a partnership that owns or controls the subject property (Lots 15-17). The subject application is proposing 450,000 square feet of office development (to be constructed in three phases), which would result in total development within Riverside exceeding the established development cap of 2,000,000 square feet by 253,795 square feet, if all allocated and approved square footage in Riverdale were also constructed. To address this, the applicant is proffering to transfer the entire unbuilt development square footage assigned to TDDP Parcel 9 to the subject site. The Planning Board concurs with this approach, provided the transfer of the 235,000 square feet of office development is done by filing a new record plat for TDDP Parcel 9 (Lots 1-4, Block B) pursuant to Section 24-108(a) of the Subdivision Regulations, and prior to issuance of any building permit for the second proposed building. Provided that no building permit has been issued for Lot 18 and prior to issuance of any building permit for the third proposed building, the applicant shall submit a revised site plan and record plat pursuant to Section 24-108(a) for Lot 18 to cap development on Lot 18 at no more than 56,205 square feet in lieu of the 75,000-square-foot building approved under DSP-05080, unless the site plan is no longer valid, as DSP-05080 is scheduled to expire on January 1, 2013. In lieu of submittal of a new site plan and record plat for Lot 18 and until such time as the said development cap is relaxed, the applicant may propose any other acceptable means to demonstrate that the total approved and assigned development levels in the Riverside Subdivision do not exceed the approved level of 2,000,000 square feet.

12. **Prior to the issuance of any building permits, a Detailed Site Plan for each lot shall be approved by the Planning Board. This plan shall address, but not be limited to, the following:**
- a. **Orientation of building on lots and architectural features;**
 - b. **Tree preservation areas and supplemental plantings;**
 - c. **Landscaping and streetscaping techniques; and**
 - d. **Parking and loading.**

The Planning Board finds that the above condition is addressed with the subject application.

16. **The total inbound AM peak hour traffic of the subdivision shall be limited to 720 vehicle trips for Phase IA, 360 vehicle trips for Phase IB, and 1980 vehicle trips for Phase II, equaling a total site limitation of 3,060 vehicle trips.**

While the applicant will be required to comply with this condition at the time of building permit for each phase, the stated trip cap is for the full build-out of the Riverside Subdivision. As of this writing, only 1,218,816 square feet of office space (ACP: 120,478; USDA: 337,428; Riggs:

The Planning Board finds that adequacy of area water and sewer facilities to serve the site was addressed and confirmed at the time of preliminary plan of subdivision. The detailed site plan application has also been referred to the Washington Suburban Sanitary Commission (WSSC) for review. WSSC has provided detailed comment on the subject proposal, and has not raised any issues regarding the capacity of area water and sewer facilities to serve the site.

3. There is an increasing body of scientific research suggesting that artificial light pollution can have adverse impacts on human health. Indicate that all proposed exterior light fixtures will be shielded so as to minimize light trespass caused by light spill.

A photometric plan has been submitted with the subject proposal. The photometric plan indicates adequate lighting at the edge of the parking lot, but does not indicate light levels at the property line or beyond the property line. The Planning Board finds that the photometric plan shall be revised to indicate light levels (foot candles) at the property line. The light levels at the property line shall indicate minimal light spillover onto adjacent properties, while maintaining safe lighting levels within the parking lot and along the trail. The detailed site plan proposes sharp cut-off luminaires in the parking lot, which is in keeping with the recommendation of the Health Department.

- r. **Washington Metropolitan Area Transit Authority (WMATA)**—Due to the site's proximity to the College Park Metro Station, the application was referred to WMATA. No comment was received prior to publishing of the resolution.

 NOW, THEREFORE, BE IT RESOLVED, that pursuant to Subtitle 27 of the Prince George's County Code, the Prince George's County Planning Board of The Maryland-National Capital Park and Planning Commission adopted the findings contained herein and APPROVED the Type II Tree Conservation Plan (TCPII-006-06/04) and further APPROVED Detailed Site Plan DSP-09028 for the above-described land, subject to the following conditions: 

A. APPROVAL of the alternative development district standards for:

1. **S-3 and S-231:** To allow for an increased building setback from River Road, and future modification of the sidewalk location, if necessary.
2. **S-24:** To allow the applicant to tie into a four-foot-wide sidewalk if further coordination is not possible.
3. **S-33:** To allow for two additional limited movement points of access onto River Road.
4. **S-29:** To permit eight-foot-wide trails consistent with the existing trails in the area, rather than a ten-foot-wide trail.

5. **S-60 and S-178:** To allow for off-street parking only, as on-street parking is discouraged on River Road.
 6. **S-88:** To allow standard parking spaces at 9 by 18 feet and compact spaces at 8 by 16 feet.
 7. **S-240:** To allow the applicant to not provide an internal roadway through Parcel 10 (connecting Haig Court to River Road).
 8. **S-66:** To preserve the existing woodland without additional plantings.
 9. **S-137, S-138, S-140, S-147, S-233:** To allow the applicant to impact the floodplain buffer in order to construct the outfall and trail connection.
 10. **S-149:** To allow the removal of one specimen tree.
- B. DISAPPROVAL of the alternative development district standards for:
1. **S-59:** As the applicant shall be required to provide a stub driveway at the southeastern property line, as conditioned below.
- C. APPROVAL of Detailed Site Plan DSP-09028 and Type II Tree Conservation Plan TCPII-006-06/04 for M Square, University of Maryland Research Park with the following conditions:
1. Prior to certification of the detailed site plan, revise the site plan in accordance with Applicant Exhibit I as follows:
 - a. Shift the proposed building at 4400 River Road approximately 21 feet to the north and the proposed building at 4600 River Road approximately 34 feet to the south to provide additional area between the main entrance driveway and the buildings to accommodate pedestrian plazas. Full detail regarding the pedestrian plazas shall be provided, and at least the first floor building façades facing the newly created plazas shall be improved to provide more visual interest.
 - b. Shift the entrance located north of 4400 River Road approximately 35 feet to the north and the entrance south of 4600 River Road approximately 60 feet to the south.
 - c. Remove all parking spaces within 40 feet of River Road and provide green area, with the exception of driveway aisles and sidewalks.
 - d. Remove the pedestrian plazas from the triangular islands along the north and south sides of 4500 River Road and provide pedestrian plazas in the enlarged

green areas located between the main entrance driveway and the proposed buildings at 4400 and 4600 River Road.

- e. Modify the parking lot layout and islands as necessary to accommodate the above changes.
2. Prior to certification of the detailed site plan, revise the site phasing plan in accordance with Applicant Exhibit 2 to reflect the modifications shown on Applicant Exhibit 1.
 3. Prior to certification of the detailed site plan, provide a landscape phasing plan in accordance with Applicant Exhibit 3, consistent with the modifications shown on Applicant Exhibit 1. Evergreen plantings shall be provided along River Road and in front of the Phase III building to more fully screen the proposed interim surface parking.
 4. Prior to signature approval of the detailed site plan (DSP), the following information shall be provided or revisions made:
 - a. The area between the sidewalk and building entrances that front River Road shall be attractively designed to include special paving, seating, a focal point (such as art) and landscaping. Details of these features including a low-decorative wall shall be provided.
 - b. The site plan shall reflect widening of the four foot-wide segment of sidewalk north of the subject property to eight feet wide. A note shall be provided to state that widening is contingent upon not being required to extend the existing headwall or construct a new stream crossing and an agreement with the adjacent property owner and DPW&T.
 - c. The DSP shall be revised to include notes and a detail regarding the stenciling of storm drain inlets with "Do Not Dump—Chesapeake Bay Drainage."
 - d. The DSP and the landscape plan (DSP-5) shall be revised to show the 50-foot 100-year floodplain buffer.
 - e. The applicant shall complete an FAA Form 7460-1 and submit it to the Maryland Aviation Administration, and subsequently provide evidence that the project complies with FAR 77. If the MAA identifies an issue, then the plan shall be revised to reduce or eliminate any perceived obstruction identified by MAA.
 - f. A general aviation disclosure notice shall be placed on a prominent location on the DSP.
 - g. Provide the bearings and distances on each parcel or include an inset to ensure that the parcel configuration is consistent with the record plat.

- h. A cross parking and access easement shall be noted on the plan as a part of this DSP, and recorded in county land records.
- i. The applicant shall seek approval from the affected public utility companies to locate the sidewalk along River Road in the existing public utility easement. In the event such approval is not obtained, the applicant may propose an alternate sidewalk location for approval by the Planning Board or its designee. In order to allow such a revision to the sidewalk location to be approved at staff level, the Planning Board approves a waiver of Design Standard S-3 to allow the sidewalk to be relocated to avoid a conflict with the public utility easement. Any request to relocate the sidewalk outside the public utility easement shall be referred to the City of College Park and the Town of Riverdale Park for review and comment.
- j. The detailed site plan shall be revised to show at least a paved 24-foot-wide two-way parking driveway aisle extending from the subject property, preferably along the Lot 16 boundary line with Lots 15 and 17 to the southeastern property line with TDDP Parcel 11.
- k. The applicant shall provide a detail that shows the appearance of the wall used to screen the dumpster and loading areas. The screen walls should have architectural interest as well as continuity with the building façade. The final design shall be approved by the Urban Design Section.
- l. The proposed crosswalk across River Road shall be included on the site plan.
- m. The Liber and Folio of the required PUEs for the trails and sidewalk on the subject property shall be placed on the site plan and documents specifying responsibility for maintenance of those facilities shall also be recorded in Land Records.
- n. The required private water and sewer easements, including their horizontal width, should be delineated on the DSP.
- o. The Section 4.2 landscape schedule should be revised to indicate that the width of the proposed landscape strip varies from 10 to 20 feet, or as is otherwise proposed.
- p. The number of bicycle parking spaces proposed within the garage shall be noted on the plan.
- q. The location of the changing facilities shall be described in more detail on the site plan.
- r. Prior to signature approval of the detailed site plan, the applicant shall provide a photometric plan that indicates light levels at the property line. The lighting plan

shall be designed to cause minimal light spillover onto adjacent properties. In addition, all proposed exterior lighting fixtures shall minimize light spillover into the sky and onto adjacent properties.

5. Prior to signature approval of the detailed site plan, the following information shall be provided or revisions made to the architectural plans:
 - a. The applicant shall provide additional architectural detailing at the ground level of the office buildings. Information regarding the materials, textures, and/or finishes employed at the ground level of the proposed office buildings shall be provided in order to ensure that visual interest is provided at the pedestrian scale of the transit district.
 - b. The elevations shall include some general locations/areas for future building-mounted signs, such as tenant signage and office building numbers, so that signs may be approved by the Urban Design Section, as designee of the Planning Board, in the future. Basic sign standards shall also be provided. If building-mounted signs are proposed, the area of those signs shall not exceed the provisions of the I-3 Zone, and the design of the signs shall fully conform to the applicable Transit District Overlay Zone (TDOZ) standards.
6. Prior to certification of the detailed site plan the Type II tree conservation plan (TCPII) shall be revised as follows:
 - a. Show the limits of disturbance (LOD).
 - b. Show the easement associated with the storm drain and LOD for the outfall located in the floodplain.
 - c. Revise the worksheet as necessary.
 - d. Have the plans signed and dated by the qualified professional who prepared the plans.
7. Prior to certification of the detailed site plan, copies of the stormwater management concept approval plan for each lot shall be submitted. The concept shall address bioretention and other innovative water quantity and quality control methods to the maximum extent practicable. The approved concepts shall be shown consistently on all associated plans.
8. Eight-foot-wide sidewalks shall be provided within the River Road right-of-way, or within an easement with an associated maintenance agreement or covenant. The liber/folio of any proposed easement or agreement shall be reflected on future plans.

9. Prior to certification of the DSP, the Applicant will revise the site plan to show the location of a medium bikeshare station (8 bikes, 15 docks) within the portion of the subject property located within the municipal boundaries of the City of College Park. The Applicant shall notify the City when it files the first building permit application. Prior to the issuance of the first building permit, the Applicant shall pay to the City of College Park a dedicated fee in the amount of \$49,500.00 for the bikeshare program established and operated by the City of College Park, provided that the bikeshare program is funded in the City's CIP. Prior to issuance of the permit, the Applicant shall either provide proof to the Permit Review Division of payment to the City of College Park or shall provide a copy of the current City CIP demonstrating that the bikeshare program is no longer funded in the City's CIP, in which case the fee is no longer required. If paid, the fee shall be used to fund the purchase and installation by the City of a medium bikeshare station (8 bikes, 15 docks) at a mutually agreeable location within the TDOZ in the City. If located on the subject property, it will be located as shown on the DSP. In the event that within twelve (12) months of the date of the issuance of a Use and Occupancy permit for the first building, the bikeshare station to be funded by the fee is not installed at the agreed upon location, or there are not a minimum of four (4) other operating bikeshare stations in the College Park bikeshare program, the bikeshare fee paid by the Applicant shall be promptly returned by the City to the Applicant.
10. Prior to issuance of any building permits for the site, the applicant shall provide documentation that a safety plan has been provided to the Town of Riverdale Park.
11. Prior to issuance of any building permits for any building on the site, the applicant shall, in coordination with the Department of Public Works and Transportation (DPW&T), install a crosswalk across River Road, unless modified by DPW&T.
12. Prior to issuance of any building permits within the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall provide payment of \$115 x 544 (the number of proposed surface parking spaces) to the Department of Public Works and Transportation (DPW&T). The required fee per parking space is expressed in 1997 dollars and shall be adjusted for inflation at the time of payment using the DPW&T construction index which is based on the latest Engineering News Record Highway Construction Cost Index. The collected fee shall be applied toward the financing of shared parking structures within the transit district, as noted on pages 128 and 129 of the 1997 *Approved Transit District Development Plan for the College Park-Riverdale Transit District Overlay Zone* (TDDP).
13. Prior to issuance of any building permits within the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall submit an acceptable transportation demand management (TDM) plan for the proposed site with financial assurance to include hiring of a full-time, on-site commute program manager with the responsibility to market a carpool matching program for employees, promote and coordinate the formulation of car/vanpools, promote the use of public transit, promote

staggered work hours for employees, designate preferential parking spaces for carpools and vanpools, and prepare annual reports on the effectiveness of the TDM.

14. Prior to issuance of any building permits in excess of 150,000 square feet within the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall provide evidence that either: the total development cap of 2,000,000 square feet for Riverside Subdivision is no longer in force; or the transfer of the 235,000 square feet of office development and 270 of the 700 assigned and allocated parking spaces from TDDP Parcel 9 to the subject property have been accomplished by record plat for TDDP Parcel 9 (Lots 1-4, Block B), pursuant to Section 24-108(a) of the Subdivision Regulations.
15. Prior to issuance of any building permits in excess of 300,000 square feet within the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall provide evidence that either: the total development cap of 2,000,000 square feet for Riverside Subdivision is no longer in force; or a revised site plan and record plat have been approved for Lot 18 of the Riverside Subdivision that limits the development on Lot 18 to no more than 56,205 square feet, unless Detailed Site Plan DSP-05080 is no longer valid.
16. Prior to the issuance of a building permit for Phase III, the applicant shall submit a signal warrant study for the central access drive for the consideration of the Department of Public Works and Transportation (DPW&T), The Maryland-National Capital Park and Planning Commission (M-NCPPC), the Town of Riverdale Park, and the City of College Park. If deemed warranted by DPW&T, the applicant shall bond the total cost of signalization per DPW&T standards, and the associated cost of pedestrian enhancements.
17. Prior to the building permit for Phase I, the applicant shall file a minor record plat to reflect the easements and airport disclosure clause required with this approval and provide the liber/folio of the recorded documents, unless a new preliminary plan is approved for the subject area.

BE IT FURTHER RESOLVED, that an appeal of the Planning Board's action must be filed with the District Council of Prince George's County within thirty (30) days following the final notice of the Planning Board's decision.

4. Support for FBI at Greenbelt Station

(Draft letter will be in your red folders on Tuesday night.)

5. Noise Enforcement Discussion

MEMORANDUM

TO: Mayor and Council
THROUGH: Joseph Nagro, City Manager 
FROM: Robert W. Ryan, Public Services Director 
DATE: February 1, 2013
RE: Noise Code Enforcement

ISSUE

Council Member Stullich has requested continuation of the Council discussion of enforcement of the City Code Chapter 138. The Council began this discussion at the work session on December 4, 2012. This discussion has been focused on the problem statement presented in a letter from the Old Town Civic Association (OTCA). Some information relevant to the changes suggested in the OTCA letter are presented below for further discussion

SUMMARY

The following information and discussion points are presented to correspond to the numbering of recommended "Specific changes" beginning on page 4 of the OTCA letter.

1. Revise the City Noise Ordinance

- a) It is apparent that the City ordinance was written in consideration of the State noise standards found in the Annotated Code of Maryland (attached). The state regulation establishes a minimum standard. While the City may adopt more stringent standards, it may not be reasonable to do so. It may be even more difficult in District Court to obtain a verdict supporting a City noise level of 50 decibels when the state standard for residential zones is 55 dBA. The state maximum allowable noise level for residential zones is the same as the current City maximum levels, 55 dBA daytime, and 65 dBA nighttime. Noise is measured on a logarithmic scale. The increase or decrease in sound on the dBA is not linear, it is exponential. A sound increase of 10 decibels is ten times more intense. This is not the same as adding 10 percentage points or 10 equal units. Estimated intensity of normal conversation is 60 dBA. Estimated intensity of

sound in an average home is 50 dBA. As the state regulation notes, "The maximum limit does not constitute silence or assure total lack of annoyance from an intruding sound (50% plus of complaints do not exceed the limit – and are not actionable)". The City code accommodates this by providing for Noise Control Board hearings based solely on the annoyance of two or more City residents. It is recommended that the Council schedule a future work session specifically on matters related to the noise ordinance. A subject matter expert in environmental noise and noise codes should be consulted during such a work session before the Council decides to change the City Code.

- b) The Noise Control Board should be consulted on this matter. The Board is an administrative panel appointed by the Council to represent City residents. Judges are not appointed by the City Council. The Board most likely has been more stringent than some District Court judges. The Board may reduce a fine, but only after considering mitigating factors established by the City Council in the Code. When the Board has reduced a fine, it is after determining that an offense has occurred. Even when a fine has been reduced to zero, the Board then advises the offender that this constitutes a first offense and that the second offense carries a \$1,000 fine if a work session on Chapter 138 is scheduled, the Board should participate.
- c) The Code provides that noise violation fines are assessed against the property owner for every second or greater offense, or when there is a record of at least one City notice of a past complaint. Notices of complaints are sent to property owners, agents, and tenants every time a complaint is received, whether documented or not, even when an anonymous voicemail is received by the City. In fall of 2012 Code Enforcement began citing all tenants of record, separately and individually, when a responsible person could not be identified at a house party. These cases are just beginning to come to trial. Known complainants will be invited to attend these trials. The City Code requires the property owner to provide tenant's names to the City for reasonable purposes. However, the fine for failure to do so is only \$75.00. This fine should be increased as an incentive to property owners to identify tenants responsible for noise violations.

2. Revise the Contact Police Agreement

PGPD will not enforce municipal ordinances, or permit contract officers to do so. UMPD also will not issue municipal infractions.

3. Schedule Larger Numbers of Code Enforcement Officers and Police

Beginning in fall 2012, at least 2 Code Enforcement Officers (CEO), and additional contract Police Officers, are being scheduled to work on UM home football game days. These resources are mostly dedicated to responding to noise complaints in Old Town for large house "tailgate" parties before, during, and after the games. For the past year additional CEO have been scheduled to work on the early fall weekends. The current

Code staff of 6 CEO is strained to continue to perform those duties required by the City Code, such as rental inspections, and to meet expectations of city-wide residents, such as exterior property maintenance and zoning enforcement, and at the same time work night shifts and weekends to respond to Old Town noise complaints. Additional CEO resources will be needed to increase noise response much more than it has been increased over the past 10 years.

4. Hire Part-time CEO

Only City staff are allowed by law to issue municipal infractions. Training is required to be able to testify as an expert in court to the noise measured at an event. Additional funding is necessary to hire additional staff.

5. Change SOP for noise enforcement

While it has been determined that it would be legally permissible to issue municipal infractions to tenants and property owners based only on a sound level reading taken, without contacting a responsible person, this practice may present challenges to winning a guilty verdict at trials when the municipal infraction is appealed. There are cases coming to trial where municipal infraction were issued under these circumstances. This change in SOP will be considered after a review of results from currently scheduled trials based on this kind of evidence.

6. Enforce drinking laws

City Contract Police Officers do enforce underage and open container laws. They will be directed to focus more attention to that effort when they are not committed to higher priority calls for service. Drinking games and open containers of alcoholic beverages on private property are not prohibited. Serving minors, underage drinking, and open containers on public property are prohibited.

7. Crack Down on Satellite Houses

Three initiatives, the CPCUP 2020 Vision for the University District (Public Safety Workgroup), the City Council's Neighborhood Stabilization and Quality of Life Workgroup (Issues Reduction Sub-committee), and an ongoing City Multi-Agency Services Team, CMAST, are addressing the issue of house parties at "satellite" houses

of UM recognized fraternities, fraternities not affiliated with UM, and other group or "team" houses. The Council should review the results from these concurrent projects when available.

8. Provide Restroom Facilities

Police can and do enforce public urination and indecent exposure laws. Code Enforcement Officers can and do enforce fire code overcrowding restrictions. When Code and Police Officers arrive in response to a call for noise complaint the attendees at house parties usually disperse. At that point, having adequate toilet facilities at the house of origin may not be useful to prevent the subsequent public urination and defecation. Consideration should be given to a party permit program which would outline toilet and other facility needs for varying numbers of attendees.

9. Alternative Entertainment

The CPCUP, NSQLWG, and CMAST groups have been discussing this issue. Opportunities exist, such as returning first run films to the Hoff Theatre in the Stamp Student Union; supporting the operation of under 21 clubs in the City, allowing Greek tailgating on UM campus, and supporting more on and off campus entertainment venues. The real problem, however, stems from the current 21 year old minimum legal drinking age. As long as 18-20 year old people are not allowed to legally drink alcoholic beverages, they will drink at unsupervised locations such as party houses. Neither UM, official Greek organizations, or the City, can turn a blind eye to this issue due to potential liability. There will probably always be a portion of 18-20 year olds who will drink. The challenge is to promote responsible and safe behavior to minimize excessive and unsafe drinking among this, and older, groups of City residents; and to respect the quality of life of City residents.

RECOMMENDATION

This information is provided to the Council for further discussion and consideration of future action.

ATTACHMENTS:

- Attachment 1: OTCA letter of 14 Nov 12
- Attachment 2: Memo to Council of 20 Nov 12
- Attachment 3: City Code Chapter 138
- Attachment 4: County Noise regulation
- Attachment 5: State Noise regulation
- Attachment 6: Public Information Flyer

RECEIVED
NOV 14 2012
**OLD TOWN COLLEGE PARK
CIVIC ASSOCIATION**

**City of College Park
Administration Office**

November 14, 2012

Mayor Andrew Fellows and
Members of the College Park City Council
City of College Park
4500 Knox Road
College Park, MD 20740

Dear Mayor Fellows and Members of the City Council:

I am writing on behalf of the Old Town College Park Civic Association to ask for your support in undertaking more effective actions to addressing the long-standing and severe problems with loud parties and other noise disturbances in College Park. I am copying President Wallace Loh of the University of Maryland, Prince George's County Police Chief Mark Magaw, and others who we hope will work with you in this effort, because this is a complex and difficult problem that no single agency can handle effectively on its own.

We very much appreciate the efforts of the City to address this problem through its noise ordinance and noise enforcement programs. We also appreciate the support of Prince George's County Police and University of Maryland Police Department in responding to noise complaints, providing police back-up for noise officers, and other efforts to address these problems. However, the approaches and strategies used to date have not been sufficient to prevent severe quality of life problems related to parties and noise that have been driving long-time homeowners out of our city and discouraging University of Maryland faculty and staff from purchasing homes in College Park.

This letter discusses the reasons that the current noise enforcement approach is not sufficiently effective and specific changes to policy and enforcement that we believe are needed.

First, we need to describe the types of noise disturbances and related problems that we so often experience in Old Town, because it is often hard for people to imagine if they do not experience it for themselves.

1. **Loud parties.** Loud parties often have 50 or more young people yelling and screaming and listening to amplified music. Sometimes the party size can reach as large as 100 or 200 people. The parties are usually outside in the back yard. The music is often loud enough to be heard from several blocks away, and sometimes it includes obscene and offensive lyrics that make the noise even more disturbing. The thumping of bass tones can be particularly invasive. We often hear the obvious sounds of drinking games in progress, with loud counting and chanting to incite young people to binge drink. Even when a party is kept indoors, it often becomes disturbing when doors and

windows are opened to provide ventilation or when people are coming and going. People leaving such parties are often very loud, yelling to their friends as they go – and often the leave-taking occurs multiple times over an hour or two, so that as soon as tired residents are able to go back to sleep, another round of departures and yelling wakes them up again.

Parties often occur in the middle of the night, beginning at around 10 or 11 p.m. and continuing until 2 or 3 a.m. or even later. However, parties that occur during the day can also be very disturbing if they are very loud. We too want to be able to enjoy our homes and gardens during the day, but this can become impossible if we are subjected to loud amplified music and the sounds of yelling, drinking games, etc.

2. **Roaming groups in the streets.** During the back-to-school period, there are hundreds of young people roaming the Old Town neighborhood and northern part of Calvert Hills looking for parties or simply partying in the streets. These roaming groups can be loud and disruptive, often yelling and screaming and talking so loudly that it is difficult for residents to sleep. The wild and raucous atmosphere is also a magnet for criminals who prey on these students. Underage drinking and open containers in the streets are also rampant. The noise from crowds looking for parties typically begins around 11 pm at night and lasts until 2 am or even later. Another source of roaming groups is when the bars close and large groups loudly disperse through the neighborhood. The magnitude of this problem is so great that police officers simply drive around and do nothing to try to break up the crowds or reduce the yelling and screaming. Why is it that police are called out to disperse similar crowds on Route 1 after a basketball game, but nothing at all is done to disperse unruly crowds in the Old Town residential area?
3. **Vandalism.** Our properties and vehicles have been vandalized countless times, most commonly on nights when large parties are occurring and many young people have been drinking excessively. We have experienced rocks and beer bottles thrown through our windows, picket posts on our fences torn apart, shrubbery and hedges uprooted and smashed, garden statuary and potted plants stolen and destroyed, and obscenities carved into wood siding. Cars are a frequent target of vandalism – tires slashed, side mirrors torn off, windows broken, and keys used to make long scratches and gouges in the paint. We have seen public property vandalized as well – street signs stolen, sign posts uprooted, and heavy cast trash cans upended and broken. This fall, within two weeks of the beginning of the UMD school year, the Old Town gateway sign was torn apart and the front portion stolen. In nearby Calvert Hills, a plaster decorative eagle above a front doorway was torn off the house and destroyed. The vandalism problem in Old Town is quite severe and extremely distressing to those who live here and have been victimized by vandals not just once but many times.
4. **Public urination.** A frequent problem associated with large parties is public urination – this is more common among males but we have also observed young women doing this as well. Public urination does not just occur on the properties of the parties themselves, but also in the yards of long-term residents and in the middle of public streets (in broad daylight as well as at night). We have even seen inebriated young people leave the sidewalk and walk up to a house in order to urinate on the side of the house. This problem is directly caused by large parties, in part because party hosts often will not allow their guests to use the bathrooms in the house (possibly motivated by a desire to avoid theft).

There are several major reasons why the current approach is not sufficient to address the above problems:

1. **Decibel limits in city noise ordinance are too lax.** We have experienced many occasions when there were extremely loud parties that were very disturbing to us, both during the day and at night, and yet a responding noise officer said the noise volume was not over the decibel limit. The current limits are particularly inadequate during the daytime hours, when noise officers often find that noise levels of loud parties are not over the daytime limit of 65 decibels – even in cases when the party includes a live band or other amplified music and over 100 participants and can be heard over a block away. Similarly, at night we also have experienced noise disturbances that are loud enough to keep us awake but not loud enough to exceed the overly-permissive current limit of 55 decibels.

Other municipalities do indeed have stricter decibel limits. For example, the following communities have limits of 45-50 decibels at night and 55-60 decibels during day: Boulder, CO; Charlotte, NC; Portland, OR; Salt Lake City, UT; Sacramento, CA; Wichita, KS; Yonkers, NY; Denver, CO; and Fort Collins, CO. In addition, the following communities have a stricter daytime decibel limit than College Park, although their night decibel limit is the same as ours: St. Mary's County, MD; Miami, FL; Omaha, NE; and Kansas City, MO.

2. **Noise enforcement officers are more effective in handling noise problems than are police officers, but noise officers are often not on active duty in the city.** City noise enforcement officers are only on active duty in College Park during what the City has designated as peak times – i.e., during the fall and spring months during certain hours (Thursday through Saturday nights and on Saturday and Sunday during the day). Although these are the times when parties and noise problems are most frequent, they often occur at other times as well, and when a city noise officer is not on active duty, there are no real consequences and no deterrent. Parties can simply make as much noise as they want to with no meaningful repercussions except possibly a police visit to ask them to quiet down – a weak response that does nothing to deter these problems from happening again and again.
3. **Insufficient noise officers and contract police officers are on duty during peak times.** Noise problems are at their most severe during the 3-4 weeks around the start of the school year, graduation time, and on game days. Often during those times, there may be a single noise officer and a single contract police officer trying to handle multiple loud parties involving hundreds of young people, as well as considerable street noise and generated by roaming groups. It simply is not possible for one noise officer to handle the extreme volume of problems that occur during these times. We have witnessed multiple occasions when a noise officer accompanied by several police officers will spend a whole hour trying to shut down a single party – while numerous other parties of similar size and noise level are occurring at the very same time and may not experience any enforcement action because officers do not have the capacity to get to them all while the noise is still occurring. By the time the noise officer gets there, sometimes 1-2 hours later (or more), the party may have died down and no longer exceeds the decibel limit and so only a warning is given – despite the fact that the party was extremely loud and disturbing to residents.
4. **Police are currently not authorized to enforce the decibel limits in the city noise ordinance and rarely if ever issue citations based on the county noise ordinance.** When a city noise officer is not on active duty (i.e., physically present) in College Park, the code officer assigned to answer the noise hotline will ask a city-funded contract police officer to visit the site of the noise disturbance – but that police officer is denied the most effective tool for mitigating that noise disturbance and preventing future incidents – i.e., the authority to take a decibel reading and issue a noise citation. Very often what happens is that the police officer visits the loud party, presumably asks the parties to quiet down, and then leaves – and shortly afterwards, the noise volume resumes to the same level as before. Although there is also a county noise ordinance that also authorizes police officers

to issue civil citations, this rarely if ever happens; there is not a clear standard for determining when there is a violation of the county ordinance, and police officers appear reluctant to issue such citations. We have experienced many times the frustration of seeing a police officer respond to a loud party but do nothing to reduce the noise volume. It simply does not make sense that the city is paying for contract police officers to go the scene and not be able to take effective action to stop and prevent the extreme noise problems that regularly occur in our neighborhood.

5. **Although the city's Noise Control Board can help address incidents when noise officers were not effective, the mandatory fine reductions for "mitigating circumstances" reduce the Board's effectiveness.** For a "first offense" within a six-month period, the current ordinance requires the Noise Control Board to consider whether each of four mitigating factors are present and if so to reduce the \$500 fine by \$125 for each factor. We have seen this result in Noise Board findings that a noise violation occurred but a fine of \$0 is issued. This is intensely frustrating to those residents who took the time and effort to prepare a noise complaint and attend a noise hearing, and also place themselves and their property at risk of retaliation. And retaliation has indeed occurred – tires have been slashed, house windows broken, and other vandalism that has caused some residents to fear that it is simply too dangerous to file a noise complaint. And when some individuals are brave enough to publicly file a noise complaint, and then see a noise fine of \$0, they have to conclude that the city is not very serious about protecting residents from the serious noise problems that we face in this community. In addition, these fine reductions send a message that people can "get away with" a first offense so they may as well go ahead and have loud parties until they get caught.

Specific changes that are needed:

1. **Revise the city noise ordinance** to a) reduce the maximum permissible decibel levels to no more than 50 at night and no more than 60 during the day, b) change the potential fine reductions that the Noise Control Board can consider to no more than two factors and no more than half of the initial fine amount, and c) allow the fine to be assessed against the property if enforcement staff are not able to identify a resident tenant at the noise disturbance.
2. **Revise the College Park contract police agreement** to permit PGPD officers, when working as College Park contract police officers, to carry and use city-supplied decibel meters and issue citations for violations of the city noise ordinance.
3. **Schedule larger numbers of noise officers and contract police officers during peak days and times.** We know when severe noise problems are most likely to occur – Thursday through Sunday during the first month of the back-to-school period, "at-home" game days, Greek Week, Homecoming) – and it is simply common sense to ensure that sufficient staff are on duty to handle the problems that predictably occur at those times.
4. **Hire part-time staff to enforce the noise ordinance.** Whether these are called "Safety Ambassadors" or by some other name, the obvious solution to the problem of insufficient numbers of code enforcement officers to handle night-time and weekend noise duty is to hire additional, part-time staff who would be willing to work these kinds of shifts and handle this type of assignment. These staff should of course be trained in proper use of decibel meters and handling of loud parties and other noise problems.

5. **When there are multiple loud parties occurring in Old Town at the same time, noise officers should first take decibel readings at all of the locations and then begin the more time-consuming work of attempting to identify a responsible resident and working with police to shut the parties down.** Noise citations can help to deter repeat offenses, but when there are multiple parties at the same time and only a few get cited, it undermines that deterrent effect by sending a message that the noise enforcement program is ineffective and party hosts may be able to have loud parties with no real consequences. Old Town residents are united in our conviction that when there are multiple noise disturbances in Old Town occurring simultaneously, noise officers should make it their first priority to take a decibel reading for each property to determine whether there is a violation of the City noise ordinance, and then to go around to each house to deliver the citations and shut down the parties.

6. **Direct city contract police officers to enforce laws against underage drinking and open containers.** UMPD Police Chief David Mitchell has said that UMPD officers routinely enforce underage drinking and open container prohibitions on campus – but PGPD officers, whether working regular duty or as contract officers, rarely do the same. We have even seen beer pong and other drinking games in progress in front yards as well as back yards, with no response from police. We have also witnessed police responding to loud parties where considerable drinking is taking place, most likely including underage persons, and yet making no attempt to “card” anyone.

7. **Crack down on fraternity satellite houses.** Because University and fraternity rules make it difficult to host fraternity parties at fraternity houses, the fraternity members instead host such parties at private houses rented by their members, primarily in Old Town, although some are also located in neighboring Calvert Hills. The fraternity leaders claim that these are not “official” fraternity parties, but everyone knows that is exactly what they are. We hear the students talking in the streets about specific houses being a particular fraternity satellite house. We have even heard students talk about how a fraternity will pay the noise fine if one of their satellite house parties is fined. The Office of Fraternity and Sorority Life has said they do not have jurisdiction over satellite houses, and while that may “officially” be true, we believe the OFSL and UMPD can and should do more to prevent what are in virtual fact the same types of fraternity parties that used to take place at fraternity houses and now take place at what are supposedly “single-family” houses.

8. **Require party hosts to provide bathroom facilities for their guests.** Contract police officers that are called to handle a loud party could be trained to make questions about access to bathroom facilities a part of their party response routine.

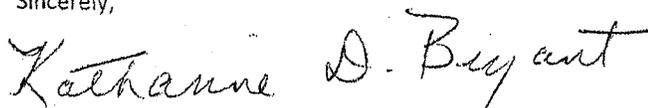
9. **Provide more entertainment options for students on campus and on Fraternity Row.** An effective comprehensive plan to handle a complex problem such as this requires using a “carrot” as well as a “stick.” One of the root causes of the house party problem is that the University of Maryland has pushed the problem off campus and into the neighborhoods. To address this problem, the University needs to do much, much more to provide alternative ways for students to have fun on campus. The Greek system is a big part of the problem and needs to be part of the solution for designing, funding, and managing entertainment and events in order to draw fraternity and sorority members away from satellite house parties and towards more appropriate locations.

We appreciate that the City is forming a Neighborhood Stabilization and Quality of Life Work Group to try to develop better approaches to addressing the long-standing problems – and we agree that the City needs to work collaboratively with the University, police departments, landlords, student community,

and others to develop comprehensive and effective solutions to these problems. But we also think the City Council should act now on at least some of the recommendations we have provided above. Addressing the noise and party problem does not require more rounds of meetings to talk about the problem before we do anything – it requires the will to provide the resources and implement the policies and practices that are necessary to make meaningful and effective change.

Old Town and the adjacent Calvert Hills neighborhood are home to many UMD faculty, staff, and alumni – the very types of people that the City and University are hoping to attract to live in College Park – and yet, if you continue to let these problems continue, you will see a continuing out-migration that will continue to undermine the goals of the City and University to make College Park a safe, healthy, and attractive community for residents of all ages.

Sincerely,

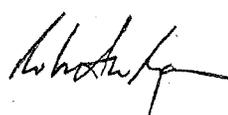


Katharine D. Bryant
President, Old Town College Park Civic Association

Copies:

Wallace Loh, President, University of Maryland-College Park
Robert Specter, Vice President for Administrative Affairs, University of Maryland-College Park
Chief David Mitchell, University of Maryland Police Department
Linda Clement, Vice President for Student Affairs, University of Maryland-College Park
County Executive Rushern Baker, Prince George's County
Councilmember Eric Olson, Prince George's County Council
Councilmember Mary Lehman, Prince George's County Council
Chief Mark Magaw, Prince George's County Police Department
Lt. Colonel Kevin Davis, Assistant Chief of Police, Prince George's County Police Department
Major Robert Brewer, District I Commander, Prince George's County Police Department
Angela Alsobrooks, State's Attorney, Prince George's County
Renée Battle-Brooks, Office of the State's Attorney for Prince George's County
Senator James Rosapepe, Maryland State Senate
Delegate Benjamin Barnes, Maryland House of Delegates
Delegate Barbara Frush, Maryland House of Delegates
Delegate Joseline Peña-Melnyk, Maryland House of Delegates
Lisa Miller, President, Prince George's Property Owners Association
Kevin Young, President, Berwyn District Civic Association
John Rigg, President, Calvert Hills Citizens Association
Robert Day, President, College Park Estates Civic Association
Robert Thurston, President, Lakeland Civic Association
John Krouse, President, North College Park Citizens Association
Suchitra Balachandran, President, West College Park Citizens Association
Mark Cook, President, Yarrow Citizens Association

MEMORANDUM

TO: Mayor and City Council
THROUGH: Joseph Nagro, City Manager
FROM: Robert W. Ryan, Public Services Director 
DATE: November 20, 2012
SUBJECT: Noise Code Enforcement

ISSUE

Council Member Stullich has requested a discussion of enforcement of the City Code, Chapter 138, Noise (attached). This discussion has been scheduled for the work session on 4 December 2012.

SUMMARY

Violation of the City Code regarding noise is a community quality of life concern in and of itself. In addition, noise code violations are often one symptom associated with more egregious community disruption and criminal behavior, such as vandalism, public urination and defecation, flash mobs, etc. A recent letter from the Old Town Civic Association (attached) provides an appropriate discussion guide for the work session. Some parts of this discussion may include enforcement strategies and legal opinions. An executive session may be necessary for at least part of the noise enforcement discussion.

As background for this discussion, several attachments are provided for the Council's consideration. First, statistics for calls for service/complaints to the Code Enforcement Hotline and office are provided for FY11, FY12, and FY13 YTD. This report shows the variability of noise complaints during the year. Noise complaints related to large parties in particular are mostly related to the season, UM events and weather. City Code Enforcement Officers (CEO) are scheduled based on anticipation of highest demand for response to noise complaints, and community service expectations. Currently, CEOs are scheduled to work a night shift on Thursday, Friday, and Saturday nights from 6:00 p.m. to 4:00 a.m. from mid-August to late December, and from late January to early June, to coincide with UM fall and spring semesters. In addition, Code Enforcement regularly works a day shift every Saturday and Sunday. The weekend day shifts are scheduled based on expected morning or later afternoon parties, such as pre-game "tailgate" parties. The majority of noise complaints received by Code Enforcement are related to large parties in off-campus student housing. The majority of these are located in the Old Town neighborhood. Over the past decade, Code Enforcement resources dedicated to noise issues have been continuously increased, including:

- the annual night shift periods have expanded from approximately 24 to approximately 38 weeks of coverage per year;
- the Code Enforcement Hotline was established and is answered by office staff during business hours and by a Code Enforcement Officer at night and weekends 24/7/365;
- in the fall, the weekend day shift is doubled for UM home football games;
- the night shift is doubled for special occasions such as Halloween;
- during basketball season an interagency police task force is staged to support civil disturbance response, and 2 CEO work a special shift;
- the weekend shifts are adjusted to later in the day when fair weather may promote outdoor parties, and earlier when pre-game, homecoming, or Greek Week morning parties are anticipated.

A team of at least one Code Enforcement Officer and one City Contract Police Officer usually provides staffing to respond to noise complaints. Additional University and/or County police respond depending on the size of a party. A single CEO is not permitted to approach a location of a noise complaint without backup. This operating procedure was established after a Code Enforcement Officer was subject to thrown bottles and threats 13 years ago. (Even police agencies that respond to noise complaints will send at least two officers to a noise complaint. Code and Police--safety is a very high priority even if it may delay a response to a complaint while resources are staged. Noise complaint response may also be delayed while police are responding to higher priority calls. This is not unusual, as was noted in a recent webinar presented by ITGA. Ft. Collins Police noted that their response to off campus student parties could take two to three hours when police were engaged in higher priority incidents. At least one of our Contract Police Officers usually spends most of the night shift with the on-duty CEO during peak weeks.

The City Code establishes maximum noise levels for day and night hours. CEO are trained and certified to use sound level measurement at the Rutgers Noise Technical Assistance Center's Community Noise Enforcement course. This allows them to testify as experts in court. When a CEO measures noise above the Code limits a municipal infraction citation (MI) is issued to the resident making noise. An owner of a rental property may also be issued a municipal infraction citation as allowed by the Code. The Code noise limits do not guarantee silence, or that a resident will not hear noise from a neighbor's activities. However, whenever a complaint is received, the property owner and residents are sent a notice that a complaint was received, regardless of any finding of facts. This notice is sent even for anonymous complaints received by voicemail or through College Park Central. The Code provides an alternative for residents who are disturbed by noise that has not been determined to be a violation by sound meter measurement by a CEO. Two residents may file a complaint to the Noise Control Board (NCB) regarding a specific incident where noise disturbed them. A specific sound level is not required for the NCB to determine that a violation of the Code occurred. The Board may establish a fine, and reduce it as allowed by the Code based on specified circumstances. After the Board's determination of fault and a fine level, Public Services issues a municipal infraction citation. All municipal infractions, whether issued as a re-

sult of a CEO noise measurement or NCB finding, may be appealed to the District Court for trial. A District Court judge may double the municipal infraction citation fine up to \$1,000, reduce a fine, dismiss the case, or find the appellant not guilty. In our experience, it is important to the judges that municipal infraction citations be issued based on sound evidence, and for reasonable cause.

The City has inquired to PGPD about the use of our contract police officers to issue municipal infraction citations for violations of the City's Code. We have been advised that our contract officers would not be allowed to do so. However, the County code was amended last year to increase the fines for noise violations, and to expand the effective time of that code to 24/7. The County fine is now comparable to the City fine. Our contract officers may enforce the County noise ordinance. The County law has a less strict burden of proof for the issuance of a citation. A police officer need not take a noise meter reading to prove any specific level of sound. The police officer is required to give a warning to cease making noise, but an officer may issue a citation if the noise can be heard 50 feet away once the warning has been made. Fines resulting from County citations do not revert to the City.

Other college towns have initiated programs targeting noise and off campus student house parties. ITGA sponsored a webinar featuring Colorado State University and City of Fort Collins Police. They have initiated a party registration program on Fridays and Saturdays where registrants are given a 20 minute warning by police when a noise complaint is received. This program is financially supported by both City and University. They report a reduction in party related noise complaints as a result of this program. They have also increased their fine from \$100 to \$1,000 since the start of the program in the same period.

Staff has attempted to provide some background relevant to noise related issues for the Council's discussion. Public Services staff will be in attendance at the work session to participate in discussion of these and other related issues.

RECOMMENDATION

This memo and the attached information are provided as background information for the Council's consideration of noise code enforcement.

ATTACHMENTS:

1. Chapter 138, City Code
2. County Code
3. 2012 Noise Report
4. OTCA Letter
5. Noise Flyer

Attachment 3

City of College Park, MD
Friday, November 30, 2012

Chapter 138. NOISE

[HISTORY: Adopted by the Mayor and Council of the City of College Park 9-10-1985 by Ord. No. 85-O-5; amended in its entirety 3-24-1998 by Ord. No. 97-O-25. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Dogs and other animals — See Ch. 102.

Fees and penalties — See Ch. 110.

Nuisances — See Ch. 141.

Peace and good order — See Ch. 148.

§ 138-1. Statement of findings.

The City Council finds that the people of this city have a right to an environment that is free from noise that may jeopardize their health, general welfare or property and that there is a substantial body of knowledge on the adverse effects of excessive noise on the public health, general welfare and property.

§ 138-2. Definitions.

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

ANSI

The American National Standards Institute or its successor bodies.

BOARD

The Noise Control Board of the City of College Park, Maryland.

DAY

The period between 7:00 a.m. and 8:00 p.m.

dba

The abbreviation for the sound level in decibels determined by the A-weighting network of a sound-level meter or by calculation from octave band or 1/3 octave band.

dbc

The abbreviation for the sound level in decibels determined by the C-weighting network of a sound level meter meeting the standards set forth in ANSI S1.4-1983 or its successors. **[Added 8-14-2007 by Ord. No. 07-O-16]**

DECIBEL (DB)

A unit of measure, on a logarithmic scale, or the ratio of a particular sound pressure squared to a standard reference pressure squared. For the purpose of this chapter, 20 micropascals shall be the standard reference pressure.

DIRECTOR

The Director of the Department of Public Services of the City of College Park.

EXTRANEIOUS SOUND

A sound which is relatively intense, intermittent and of short duration and is neither part of the neighborhood residual sound nor the sound source under investigation. **[Added 8-14-2007 by Ord. No. 07-O-16]**

NEIGHBORHOOD RESIDUAL SOUND LEVEL

The measured value which represents the sum of the sound from all discrete sources affecting a given site at a given time, exclusive of extraneous sounds, and those from the source under investigation. "Neighborhood residual sound level" is synonymous with "background sound level." **[Added 8-14-2007 by Ord. No. 07-O-16]**

NIGHT

The period between 8:00 p.m. and 7:00 a.m.

NOISE

The intensity, frequency, duration and character of sound, including sound and vibration of subaudible frequencies.

SOUND AMPLIFIER

Any radio receiving set, microphone, musical instrument, phonograph, speaker(s) or other machine or device for the producing or reproducing of sound.

SOUND LEVEL

The measured level in decibels which represents the summation of the sounds from the sound source under investigation and the neighborhood residual sounds which affect a given place at a given time, exclusive of extraneous sound sources. In decibels, the weighted sound-pressure level measured by the use of a sound-level meter satisfying the requirements of ANSI S1.4, 1971, Specifications for Sound-Level Meters. "Sound level" and "noise level" are synonymous. **[Amended 8-14-2007 by Ord. No. 07-O-16]**

SOUND-LEVEL METER

An instrument meeting ANSI S1.4, 1971, Specifications for Sound-Level Meters, comprising a microphone, an amplifier, an output meter and a frequency-weighting network or networks that is used for the measurement of sound-pressure levels in a specified manner.

SOUND PRESSURE

Minute fluctuations in atmospheric pressure which accompany the passage of a sound wave.

SOUND-PRESSURE LEVEL

In decibels, 20 times the logarithm to the base 10 of the ratio of sound pressure to the reference sound pressure of 20 micropascals (20 micronewtons per square meter). In the absence of any modifier, the level is to be that of a root mean square pressure.

§ 138-3. Noise Control Board.

A. Creation and membership.

- (1) There is hereby created a Noise Control Board to assist and advise the City in its noise control efforts; to coordinate the exchange of noise control information with the Maryland Department of Health and Mental Hygiene and other public bodies, agencies or commissions; to hold hearings and make findings; and to promulgate rules to implement this chapter.
- (2) The Noise Control Board shall consist of five members, four of whom shall be appointed by the Council members, one from each of the four election districts, and one of whom shall be appointed by the Mayor.
- (3) In addition to the foregoing membership, there shall be two alternate members appointed at large by the City Council who may attend all Noise Control Board meetings. In the absence of any regular member of the Noise Control Board, the Chairperson may designate one of the alternate members to participate in the hearing of and decision on any matter coming before the Noise Control Board. In the absence of two or more regular members of the Noise Control Board, the Chairperson shall designate one or both

of the alternate members to participate in the hearing of and decision on any matter coming before the Noise Control Board.

- B. A quorum of the Noise Control Board shall consist of three members.
- C. Members of the Noise Control Board shall be appointed to terms of four years.
- D. The members of the Noise Control Board shall select from among themselves a Chairperson.

§ 138-4. Effect on state standards; notification of state.

- A. Nothing herein shall be construed as promulgating a standard less stringent than the environmental noise standards and sound-level limits adopted under Title 3 of the Environment Article of the Annotated Code of Maryland, as amended from time to time.
- B. In accordance with Title 3 of the Environment Article of the Annotated Code of Maryland, the City shall send to the Maryland Department of the Environment a copy of each noise control ordinance, rule or regulation that it adopts and identify on each Zoning Map, Comprehensive Plan or other appropriate document the sound-level limits that are adopted.

§ 138-5. Prohibited acts.

[Amended 8-14-2007 by Ord. No. 07-O-16]

- A. Unless it is for the purpose of necessary property maintenance during the day, it shall be unlawful:
 - (1) For any owner or occupant of real property located within the City to make or to generate loud or raucous sound on said property, or to permit any loud or raucous sound to be made or generated on said property, so as to cause unreasonable annoyance or disturbance to others living or located nearby;
 - (2) For the owner or occupant of real property located within the City to make any noise or operate any sound amplifier on said property, or to permit any noise to be made or any sound amplifier to be operated on said property, so as to be clearly audible to any person located beyond the property line of such property at a level higher than 65 dBA during the day or 55 dBA during the night, as such sound may be measured from any place on adjacent property, provided that the person measuring the sound shall first obtain the permission of the adjacent property owner to enter upon said property; and
 - (3) No person shall cause, suffer, allow or permit the operation of an amplified source of sound in such a manner that it raises the total sound levels to greater than the following permissible sound level limits, when measured from within a building on an adjacent property.
 - (a) dBC above neighborhood residual sound level.
 - [1] Nights: three dBC.
 - [2] All other times: six dBC.
 - (4) For the owner or occupant of real property located within the City to permit guests or invitees to such property to make noise on adjacent property, whether public or private, where that noise, if made or generated on the property itself, would violate Subsection **A(1), (2), or (3)** of this section.
- B. In the case of real property which is not occupied by the owner of such property, it shall be unlawful for the owner of such property to permit the occupants of such property to violate the provisions of Subsection **A** of this section; provided, however, that the owner of such property shall not be deemed to have violated this subsection unless:

- (1) Such owner or the agent of such owner shall have received notice or other information, from any source, that the occupant of such property has engaged in conduct or is alleged to have engaged in conduct which violates Subsection **A** of this section on one or more prior occasions, without regard to whether such conduct has been the subject of a finding of a violation of this section by the Noise Control Board or by a court of competent jurisdiction; or
 - (2) Such owner or the agent of such owner has failed to take action reasonably calculated under the circumstances to prevent a violation of this section from occurring or recurring.
- C. A violation of this section shall be a municipal infraction, subject to the fine imposed by Chapter **110**, Fees and Penalties.
- D. Each repeat violation within a six-month period shall give rise to a charge as set forth in Chapter **110**, Fees and Penalties.

§ 138-6. Violations and penalties.

[Amended 2-22-2000 by Ord. No. 00-O-2; 8-14-2007 by Ord. No. 07-O-16]

- A. Code Enforcement or Law Enforcement Officer. When a City Code Enforcement Officer, or a state, county, University of Maryland or other law enforcement officer chosen by the City, determines, based upon the results of a test conducted using a calibrated sound-level meter, that noise is being or has been generated in violation of § **138-5A(2)** or **(3)** of this chapter, he/she shall issue a municipal infraction citation to the violator(s) in accordance with the provisions of Article 23A, § 3, of the Annotated Code of Maryland. In the event that more than one owner and/or more than one occupant of the real property is alleged to have violated the provisions of this chapter, a municipal infraction citation shall be issued to each alleged violator.
- B. Noise Control Board.
- (1) When two or more City residents submit written complaints that noise is being or has been generated in violation of § **138-5A(1)** or **138-5A(4)** of this chapter, which complaints shall be delivered to the City Clerk, or postmarked, within 15 days of the alleged violation, the Director shall:
 - (a) Schedule a hearing before the Noise Control Board within 30 days of receipt of complaints referred to in this section; and
 - (b) Give notice of the alleged violation to the owner and the occupant(s) of the property upon which such violation has allegedly occurred.
 - (2) When a violation of § **138-5** of this chapter has been alleged in accordance with the provisions of Subsection **B** of this section, the Noise Control Board shall conduct a hearing for the purpose of determining whether such violation has occurred.
 - (3) When the Noise Control Board determines, in accordance with the provisions of § **138-8** of this chapter, that a violation of § **138-5** has occurred, the Director shall notify the violator of the determination of the Noise Control Board that a violation has occurred and shall cause a municipal infraction citation to be issued to the violator, in accordance with the provisions of Article 23A, § 3, of the Annotated Code of Maryland.
- C. (Reserved)
- D. The City may seek court action to abate any noise nuisance in lieu of or in addition to any other enforcement remedies that may be available pursuant to this chapter.
- E. In addition, the Public Services Director shall schedule a show-cause hearing before the College Park Board of Housing Hygiene as to why the City use and occupancy permit for the property should not be revoked for three or more violations of the provisions of this chapter within any twelve-month period, and may otherwise request such a hearing for violations of this chapter at his/her discretion.

§ 138-7. Notice.

A. The notice required to be given by the Director in accordance with § 138-6B(1)(b) of this section shall:

[Amended 2-22-2000 by Ord. No. 00-O-2]

- (1) Be in writing;
- (2) Include a statement of the reasons why it is being issued;
- (3) Be served upon the owner or his agent and the occupant of the property upon which the alleged violation occurred;
- (4) Include a statement that the hearing referred to in § 138-6B(1)(a) of this section will be held before the Noise Control Board on a specified date and at a specified time for the purpose of determining whether a violation of this chapter has occurred.

B. Service of the notice on the owner or his agent and the occupant of the property pursuant to Subsection A (2) of this section shall be made by certified mail, return receipt requested. In the event that such notice is returned undelivered, service shall be sufficient if mailed by regular mail and posted on the property where the violation is alleged to have occurred.

§ 138-8. Proceedings of Noise Control Board.

A. A hearing of the Noise Control Board conducted pursuant to § 138-6B of this chapter shall be open to the public; however, members of the public shall not participate in said hearing unless designated as witnesses by either the complainant(s) or the respondent(s), unless such participation is specifically requested by a member of the Noise Control Board.

B. The proceedings of the Noise Control Board shall be taperecorded and the recording of the proceedings shall be retained by the City for a period of not less than one year. The contents of the tape-recording shall not be transcribed, unless otherwise required by law or requested by the Noise Control Board.

C. Minutes of the proceedings of the Noise Control Board shall be taken by the Secretary, when present, and shall be approved at the next meeting of the Noise Control Board.

D. Notwithstanding the provisions of Subsection A of this section, the Noise Control Board may, in its sole discretion, recess into closed session as part of its deliberative process with respect to alleged violations of § 138-5 of this chapter prior to announcing its decision or determination and to consider the substance of any rules and regulations to be promulgated pursuant to Subsection E of this section, provided that:

- (1) The exercise of the authority to deliberate in a closed session shall require a motion and an affirmative vote thereupon by a majority of the members of the Board present and eligible to vote;
- (2) Notwithstanding the provisions of Subsection B of this section, the proceedings of the Noise Control Board after an affirmative vote to recess into closed session shall not be tape-recorded; however, minutes of the closed session shall be kept which shall not be open to public inspection unless a majority of the members of the Noise Control Board votes in favor of disclosing said minutes; and
- (3) Following its deliberations, the members of the Noise Control Board shall reconvene in open session for the purpose of entertaining a motion with respect to the Board's determination as to whether there has been a violation of this chapter. Where the property upon which the violation in question allegedly occurred is occupied by a person other than the owner of such property, the Board's determination shall separately and specifically address whether a violation has been committed by both the owner and the occupant.

- E. The members shall adopt such other and additional rules and regulations as may be necessary with respect to procedural matters for the conduct of the hearings required by § 138-6B of this chapter.

§ 138-9. Imposition of a fine by Noise Control Board.

- A. Except as set forth in Subsection C of this section, in the event that the Board finds that a violation of § 138-5 has occurred, it shall impose the fine set forth in Chapter 110, Fees and Penalties.

[Amended 2-22-2000 by Ord. No. 00-O-2]

- B. In the event that the Board finds that the owner and the occupant of real property have each violated this chapter, the Board shall impose a fine as set forth in Chapter 110, Fees and Penalties, upon the owner and the occupant.

[Amended 2-22-2000 by Ord. No. 00-O-2]

- C. In the event that there are more than one owner and/or more than one occupant, the fine shall be imposed upon each owner and upon each occupant who has been found in violation of the this chapter, except that in the event that there is more than one occupant, the fine shall be divided proportionately among those occupants who have been found to have violated this chapter, with the amount of the fine imposed on each occupant rounded to the nearest dollar; provided, however, that in the event that the property is leased to a corporate entity, the fine for a violation by an occupant shall be imposed upon such corporate entity.

- D. The Board shall consider with respect to whether the evidence indicates that significant mitigating factors warranting a reduction in the amount of the fine to be imposed are present:

- (1) Whether person subject to a fine has a past record which is free of any violation of this chapter;
- (2) Whether the person subject to a fine has taken action reasonably calculated under the circumstances to prevent or mitigate future violations of this chapter;
- (3) Whether the present demeanor of the person subject to a fine indicates that such person is remorseful with respect to the violation and demonstrates a sincere desire to prevent future violations of this chapter, including whether such person has apologized, prior to the hearing, to the persons who were disturbed by the violation;
- (4) Whether the violation was not so egregious or lengthy in duration that a reasonable person would view the violation as reprehensible.

- E. For each factor set forth in Subsection D above which is satisfied by the evidence, the Board shall reduce the fine set forth in Chapter 110, Fees and Penalties, by \$125.

§ 138-10. Copies of provisions to be provided.

[Amended 2-22-2000 by Ord. No. 00-O-2] Owners of rental housing shall ensure that a copy of this chapter or a housing rights and responsibilities publication produced by the city is furnished to each tenant. The city shall make available a copy of this chapter or the housing rights and responsibilities publication to each applicant for an annual occupancy permit.

Attachment 4

Sec. 19-122. Prohibition.

A person may not create noise or allow noise to be created that disturbs the peace, quiet, and comfort of a residential area and includes residences in all areas,
(CB-21-2011)

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

2011 Legislative Session

Bill No. CB-21-2011

Chapter No. 38

Proposed and Presented by Council Members Olson, Turner and Toles

Introduced by Council Members Olson, Turner, Toles, Franklin, Patterson, Lehman and Campos

Date of Introduction October 18, 2011

BILL

1 AN ACT concerning

2 Noise Control

3 For the purpose of authorizing the Director of Environmental Resources and Police Department
4 to administer and enforce the County's noise control program, and providing for civil citations
5 and penalties for violations of this section.

6 BY repealing:

7 SUBTITLE 19. POLLUTION.
8 Section 19-126
9 The Prince George's County Code
10 (2007 Edition, 2010 Supplement).

11 BY adding:

12 SUBTITLE 19. POLLUTION.
13 Sections 19-120, 19-121, 19-122, 19-123,
14 19-124 and 19-125
15 The Prince George's County Code
16 (2007 Edition, 2010 Supplement).

17 SECTION 1. BE IT ENACTED by the County Council of Prince George's County,
18 Maryland, that Section 19-126 of the Prince George's County Code be and the same is hereby
19 repealed:

20 SUBTITLE 19. POLLUTION.
21 DIVISION 2. NOISE CONTROL.

1 [Sec. 19-126. Noise in a residential area.

2 (a) No person, who has been ordered by a police officer to cease using, operating, or
3 permitting to be played or operated any radio, television set, tape or disk recorder, phonograph,
4 musical instrument, or any other machine, equipment, or tool which produces or reproduces any
5 sound or noise which is audible more than fifty (50) feet from the source of the sound or noise,
6 shall continue to use, operate, or permit to play or operate the device causing the sound or noise.

7 (b) This Section shall apply only to a sound or noise, which is audible in a residential area
8 between the hours of 9:00 P.M. and 7:00 A.M. of the next day. Residential area is an area located
9 within a residential zone listed in Section 27-109(a)(1) of this Code.

10 (c) This Section shall not apply:

11 (1) To any sound resulting from the emergency operation of a public service
12 company as defined in Article 78, Section 2(o), Annotated Code of Maryland;

13 (2) To any sound resulting from the operations of an instrumentality of the Federal,
14 State, or County government, or of a municipality;

15 (3) To a sound resulting from the operation of farm equipment or aircraft.

16 (4) On private property for which a use and occupancy permit has been issued for
17 purposes of sporting, recreational, entertainment events, or for any other event to which the
18 public is invited; or

19 (5) To an event or activity which takes place on property owned by the United States,
20 the State, the County, the Board of Education, a bicounty agency, or a municipality.

21 (d) Any person who violates any provision of this Section shall, upon conviction, be guilty
22 of a misdemeanor and subject to a fine not exceeding \$250 for a first offense, and \$500 for each
23 subsequent offense or imprisonment not exceeding thirty (30) days, or both such fine and
24 imprisonment.]

25 SECTION 2. BE IT ENACTED by the County Council of Prince George's County,
26 Maryland, that Sections 19-120, 19-121, 19-122, 19-123, 19-124 and 19-125 of the Prince
27 George's County Code be and the same are hereby added:

28 **SUBTITLE 19. POLLUTION.**

29 **DIVISION 2. NOISE CONTROL.**

30 **Sec. 19-120. Declaration of Policy.**

1 The County Council for Prince George's County, Maryland, hereby declares it to be the
2 public policy of the County that every resident of the County is entitled to noise levels that are
3 not detrimental to health, safety, or welfare and the use, enjoyment and protection of property;
4 and the general intent of this Division is to control noise levels throughout the County so as to
5 promote public health, safety, welfare, the peace and quiet of the inhabitants of the County.

6 **Sec. 19-121. Definitions.**

7 (a) For the purposes of this Division, the following words and phrases shall have the
8 meanings respectively ascribed to them in this Section:

9 (1) Noise shall mean noise related to human activity including noise produced
10 vocally, with a radio receiving set, musical instrument, phonograph or any other device or by a
11 machine, tool or other equipment which produces, reproduces or amplifies any sound or noise
12 which is continuous in nature and audible more than fifty (50) feet from the source of the sound
13 or noise in the public right of way or an adjacent building.

14 (2) Department shall mean the Department of Environmental Resources or another
15 authorized designee agency or department.

16 (3) Landlord shall mean the person who manages, leases, holds, or otherwise
17 controls the property of an owner.

18 (4) Director shall mean the Director of the Department of Environmental Resources
19 for Prince George's County, Maryland, or their authorized designee.

20 (5) Owner shall mean the person listed on the tax records of the county as the
21 property owner.

22 (6) Police Chief or officer shall mean the Chief of the Prince George's County
23 Police Department, a sworn member of the Prince George's County Police Department, or their
24 authorized designee.

25 (7) Residential area is an area located within a residential zone listed in Section 27-
26 109(a)(1) of this Code, including residential areas abutting mixed-use, commercial and industrial
27 areas as defined in Subtitle 27.

28 (8) Recreational or Entertainment Establishment is an establishment as defined in
29 Section 27-107.1(a)(192) of this Code.

30 **Sec. 19-122. Prohibition**

1 A person may not create noise or allow noise to be created that disturbs the peace, quiet,
2 and comfort of a residential area and includes residences in all areas.

3 **Sec. 19-123. Exceptions**

4 The following noise generating activities shall be exempt from enforcement under this
5 Division:

6 (a) any sound resulting from the emergency operation of a public service company as
7 defined in Section 1-101(x), Public Utilities Article of the Annotated Code of Maryland;

8 (b) any sound resulting from the operations of an instrumentality of the Federal,
9 State, or County government, the Board of Education, a bicounty agency, or of a municipality;

10 (c) a sound resulting from the operation of an aircraft.

11 (d) on private property for which a valid use and occupancy permit has been issued
12 for purposes of sporting, recreational, entertainment establishment, or for any other event to
13 which the public is invited; or

14 (e) an event or activity with a validly issued permit, license or other written authority
15 which takes place on property owned by the United States, the State, the County, the Board of
16 Education, a bicounty agency, or a municipality.

17 (f) farm equipment being used on more than five (5) acres or outside of one hundred
18 (100) feet of the property line.

19 (g) lawn care, snow removal equipment and other household tools or equipment when
20 used and maintained in accordance with the manufacturer's specifications between the hours of
21 7:00 am to 9:00 pm.

22 **Sec. 19-124. Enforcement and penalties**

23 (a) Any person, who after instructed to cease the noise, shall allow or cause a continued
24 violation of this Section shall, upon conviction, be guilty of a misdemeanor and subject to a fine
25 not exceeding \$500 for a first offense, and \$1,000 for each subsequent offense or imprisonment
26 not exceeding thirty (30) days, or both such fine and imprisonment.

27 (b) As an alternative to criminal action, the Director, Police Chief or police officer may
28 issue a civil citation for any violation of this Section not exceeding \$500 for a first offense, and
29 \$1,000 for each subsequent offense.

30 **Sec. 19-125. Civil citation to owner or landlord.**

31 (a) The Director, Chief of Police, police officer or a designee may issue a civil citation to

1 the owner or landlord of the building or premises from which noise in violation of Section 19-
2 122 of this title emanates, if more than three civil citations have been filed against an occupant,
3 at one address, within a 60-day period.

4 (b) The Director, Chief of Police, police officer or a designee may issue additional civil
5 citations for each subsequent violation within 6 months after the initial citation of the owner or
6 landlord.

7 (c) Before issuing a citation, the Director, Chief of Police, police officer or a designee
8 shall send by certified mail or deliver written notice to the owner or landlord that three citations
9 have been filed under Section 19-122 of this title within a 60 day period.

10 SECTION 3. BE IT FURTHER ENACTED that the provisions of this Act are hereby
11 declared to be severable; and, in the event that any section, subsection, paragraph, subparagraph,
12 sentence, clause, phrase, or word of this Act is declared invalid or unconstitutional by a court of
13 competent jurisdiction, such invalidity or unconstitutionality shall not affect the remaining
14 words, phrases, clauses, sentences, subparagraphs, paragraphs, subsections, or sections of this
15 Act, since the same would have been enacted without the incorporation in this Act of any such
16 invalid or unconstitutional word, phrase, clause, sentence, subparagraph, subsection, or section.

17 SECTION 4. BE IT FURTHER ENACTED that this Act shall take effect on forty-five (45)
18 calendar days after it becomes law.

Adopted this 15th day of November, 2011.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY: _____
Ingrid M. Turner
Chair

ATTEST:

Redis C. Floyd
Clerk of the Council

APPROVED:

DATE: _____ BY: _____
Rushern L. Baker, III
County Executive

KEY:

Underscoring indicates language added to existing law.

[Brackets] indicate language deleted from existing law.

Asterisks *** indicate intervening existing Code provisions that remain unchanged.

Title 26
DEPARTMENT OF THE ENVIRONMENT

Attachment 5

Title 02 OCCUPATIONAL, INDUSTRIAL, AND RESIDENTIAL HAZARDS.

Chapter 03 Control of Noise Pollution ([link to website](#))

Authority Environment Article, §3-401, Annotated Code of Maryland

Preface

The Environmental Noise Act of 1974 of the State of Maryland declares as policy the limitation of noise to that level which will protect the health, general welfare, and property of the people of the State. It requires that the Department assume responsibility for the jurisdiction over the level of noise, and prepare regulations for the control of noise, including the establishment of standards for ambient noise levels and equipment performance with respect to noise, for adoption by the Secretary of the Environment. Enforcement of the regulation and Standards is the responsibility of the Department in all areas, using the facilities and services of local agencies within the areas to the greatest extent possible. The Department shall coordinate the programs of all State agencies relating to noise abatement, and each State agency prescribing sound level limits or regulation respecting noise shall obtain the endorsement of the Department in prescribing any limits or regulations.

.01 Definitions.

- A. "ANSI" means American National Standards Institute or its successor bodies.
- B. "Construction" means any site preparation, assembly, erection, repair, alteration, or similar activity.
- C. "Day-night average sound level (Ldn)" means in decibels, the energy average sound level for a 24-hour day with a 10 decibel penalty applied to noise occurring during the nighttime period; i.e., noise levels occurring during the period from 10 p.m. one day until 7 a.m. the next are treated as though they were 10 dBA higher than they actually are. The use of the A-weighting is understood. The mathematical expression for Ldn is as follows:

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$$L_{dn} = 10 \log_{10} \left[\left(\frac{15}{24} \right) 10^{L_d + 10} + \left(\frac{9}{24} \right) 10^{(L_n + 10) + 10} \right]$$

where L_d = The daytime average sound level.

L_n = The nighttime average sound level.

D. "dBA" means abbreviation for the sound level in decibels determined by the A-weighting network of a sound level meter or by calculation from octave band or one-third octave band data.

E. "Daytime hours" means 7 a.m. to 10 p.m., local time.

F. "Decibel (dB)" means a unit of measure equal to ten times the logarithm to the base ten of the ratio of a particular sound pressure squared to a standard reference pressure squared. For the purpose of this subtitle, 20 micropascals shall be the standard reference pressure.

G. "Demolition" means any dismantling, destruction, or removal activities.

H. "Department" means the Department of the Environment.

I. "Emergency" means any occurrence or set of circumstances involving actual or imminent physical trauma or property damage which demands immediate action.

J. "Environmental noise" means the noise that exists at any location from all sources.

K. "Environmental noise standards" means the goals for environmental noise, the attainment and maintenance of which, in defined areas and under specific conditions, are necessary to protect the public health and general welfare.

L. "Equivalent sound level" (also "average sound level") means the level of a constant sound which, in a given situation and time period, would convey the same sound energy as does the actual time-varying sound during the same period. Equivalent sound level is the level of the time weighted, mean-square, A-weighted sound pressure. A numerical subscript may be used to indicate the time period under consideration; i.e., $L_{eq}(24)$ or $L_{eq}(8)$ for 24-hour and 8-hour periods, respectively. No subscript indicates a 24-hour period. The mathematical expression for the L_{eq} is as follows:

$$L_{eq} = 10 \log_{10} \left[\frac{1}{t_2 - t_1} \int_{t_1}^{t_2} 10^{L_A(t)/10} dt \right] \text{ dBA}$$

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OCCUPATIONAL HAZARDS

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where t_1 and t_2 are the beginning and ending times, respectively, of the period over which the average is determined and $L_A(t)$ is the instantaneous A-weighted sound pressure level fluctuating with time.

M. "Nighttime hours" means 10 p.m. to 7 p.m., local time.

N. "Noise" means the intensity, frequency, duration, and character of sound, including sound and vibration of sub-audible frequencies.

O. "Noise pollution" means the presence of noise of sufficient loudness, character, and duration, which whether from a single source or multiple sources, is, or may be predicted with reasonable certainty to be, injurious to health or which unreasonably interferes with the proper enjoyment of property or with any lawful business or activity.

P. "Periodic noise" means noise possessing a repetitive on-and-off characteristic

Q. "Person" means any individual group of individuals, firm partnership, voluntary association, or private, public, or municipal corporation, or political subdivision of the State, or department, bureau, agency, or instrument of federal, State, or local government responsible for the use of property

R. "Prominent discrete tone" means any sound that can be distinctly heard as a single pitch or a set of single pitches. For the purposes of this regulation, a prominent discrete tone shall exist if the one-third octave band sound pressure level in the band with the tone exceeds the arithmetic average of the sound pressure levels of the 2 contiguous one-third octave bands by 5 dB for center frequencies of 500 Hz and above and by 8 dB for center frequencies between 160 and 400 Hz

and by 15 dB for center frequencies less than or equal to 125 Hz.

S. "Sound level" means, in decibels, the weighted sound pressure level measured by the use of a sound level meter complying the requirements of ANSI S1.4 1971 "Specifications for Sound Level Meters". Sound level and noise level are synonymous. The weighting employed shall always be specified.

T. "Sound level meter" means an instrument, meeting ANSI S1.4

1971 "Specifications for Sound Level Meters", comprising a microphone, an amplifier, an output meter, and frequency-weighting network(s) that is used for the measurement of sound pressure levels in a specified manner.

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U. Sound Pressure.

(1) "Sound pressure" means the minute fluctuations in atmospheric pressure, which accompany the passage of a sound wave.

(2) For a steady sound, the value of the sound pressure average over a period of time.

(3) Sound pressure is usually measured in dynes per square centimeter (dyne/cm²), or in newtons per square meter (N/m²), or in micropascals.

V. "Sound pressure level" means, in decibels, 20 times the logarithm to the base ten of the ratio of a sound pressure to the reference sound pressure of 20 micropascals (20 micronewtons per square meter). In the absence of any modifier, the level is understood to be that of a root-mean-square pressure.

W. "Source" means any person or property, real or personal, contributing to noise pollution.

K "Vibration" means any oscillatory motion of solid bodies.

Y. "Zoning district" means a general land use category, defined according to local subdivision, the activities and uses for which are generally uniform throughout the subdivision. For the purposes of this regulation, property which is not zoned "residential", "commercial", or "industrial", shall be classified according to use as follows:

(1) "Commercial" means property used for buying and selling goods and services;

(2) "Industrial" means property used for manufacturing and storing goods;

(3) "Residential" means property used for dwellings.

02 Environmental Noise Standards.

A. Precepts.

(1) It is known that noise above certain levels is harmful to the health of human. Although precise levels at which all adverse health effects occur have not definitely been ascertained it is known that one's well-being can be affected by noise

through loss of sleep, speech interference, hearing impairment, and a variety of other psychological and physiological factors. The establishment of ambient noise standards, or goals, must provide margins of safety in reaching conclusions based on available data which relate noise exposure to health and welfare effects, with due consideration to technical and economic factors.

OCCUPATIONAL HAZARDS

26.02.03.03

(2) The environmental noise standards set forth here represent goals expressed in terms of equivalent A-weighted sound levels, which are protective of the public health and welfare. The ambient noise levels shall be achieved through application, under provisions of laws or regulations or otherwise, of means for reducing noise levels including, but not limited to, isolation of noise producing equipment, dampening of sound waves by insulation, equipment modification and redesign, and land use management.

B. Standards for Environmental Noise-General.

(1) The standards are goals for the attainment of an adequate environment. The standards set out in Regulation .03 are intended to achieve these goals.

(1) The following sound levels represent the standards for the

State by general zoning district:

**Table I
Environmental Noise standards**

Zoning District	Level	Measure
Industrial	70 dBA	$L_{eq}(24)$
Commercial	64 dBA	L_{dn}
Residential	55 dBA	L_{dn}

.03 General Regulations.

A. Noise and Vibration Prohibitions.

1) A person may not cause or permit noise levels which exceed those specified in Table 2 except as provided in §A(2) or (3), or §B, below.

**Table .2
Maximum Allowable Noise Level (dBA)
For Receiving Land Use Categories**

Effective Date	Day/Night	Industrial	Commercial	Residential

not limited to athletic contests, amusement parks, carnivals, fairground, sanctioned auto racing facilities,

OCCUPATIONAL HAZARDS

26.02.03.03

parades, and public celebrations. This exemption only applies between the hours of 7 mm. and 12 midnight

(k) Rapid rail transit vehicles and railroads.

(l) Construction and repair work on public property.

(m) Air conditioning or heat pump equipment used to cool or heat housing on residential property. For this equipment, a person may not cause or permit noise levels which exceed 70 dBA for air conditioning equipment at receiving residential property and 75 dBA for heat pump equipment at receiving residential property.

C. Variance Procedure.

(1) Any Person who believes that meeting the requirements of §A, above, is not practical in a particular case may request an exception to its requirements.

(2) Requests submitted to the Department shall be in writing and shall include evidence to show that compliance is not practical.

(3) Upon receipt of a request for an exception, the Department shall schedule a hearing to be held within 60 days.

(4) The applicant for the exception, at least 30 days before the hearing date, shall advertise prominently the hearing by placing a notice in a newspaper of general circulation in the subdivision in which the facility or source for which the exception is sought is located. The notice shall include the name of the facility or source and such additional information as the Department may require.

(5) Based upon evidence presented at the hearing, the Secretary may grant an exception to §A, above, for a period not to exceed 5 years

Under terms and conditions appropriate to reduce the impact of the exception.

(6) Exceptions shall be renewable upon receipt by the Department

Of evidence that conditions under which the exception was originally granted have not changed significantly.

D. Measurement.

1) The equipment and techniques employed in the measurement

Of noise levels may be those recommended by the Department, which

WAY, but need not, refer to currently accepted standards or recognized

<http://www.nonoise.org/lawlib/states/maryland/maryland.htm>

Organizations, including, but not limited to, the American National

Standards Institute (ANSI), American Society for Testing and Materials (ASTM),

ENVIRONMENT

26.02.03.04

Society of Automotive Engineers (SAE), and the United States Environmental Protection Agency (EPA).

(2) The measurement of noise levels shall be conducted at points on or within the property line of the receiving property or the boundary of a zoning district, and may be conducted at any point for the determination of identity in multiple source situations.

(3) Sound level meters used to determine compliance with Regulation .03 shall meet or exceed the specifications of the American National Standards Institute or -its successor bodies ANSI S1.4-1971 for

Type II sound level meters.

.04 Emission Regulations.

Reserved.

Penalties.

A. Civil Penalty. Any person who willfully violates these regulations shall be liable to a civil penalty of not more than \$10,000. Each day during which a violation continues there shall be liability for a separate penalty.

B. Plan for Compliance. A violator who has submitted a plan for compliance with these regulations and has that plan or amendments to it approved by the Secretary, upon recommendation of the Department, may not be considered to be in violation of these regulations as long as he acts in accordance with the original or amended plan.

Administrative History

Effective date: August 6, 1975 (2:17 Md R 1189)

Regulation .01A-1, W-I adopted effective February 15, 1982 (9:3 Md R 222); repealed effective March 28, 1983 (10:6 Md R 558)

Regulations .01 and .03A, B, D amended effective September 14, 1977 (4:19 Md R.1468)

Regulation .01C amended effective March 28, 1983 (10:6 ML R 558)

Regulations .01C, Q; .02B; .038, D amended effective February 15, 1982 (9:3 Md. R. 222)

Regulation .03A amended as an emergency provision effective November 13, 1979 (6:24 Md R 1917); emergency status ended March 29, 1980

Regulation .03A and B amended effective March 28, 1983 (10:6 Md R 558)

<http://www.nonoise.org/lawlib/states/maryland/maryland.htm>

Regulation .04 repealed effective September 14, 1977 (4:19 Md R 1468).

Chapter recodified from COMAS 10.20.01 to COMAS 26.02.03

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Maryland Department of the Environment

2500 Broening Highway -- Baltimore, Maryland 21224

(410) 631-3000 -- 1-800-633-6101 -- <http://www.mde.state.md.us>

Parris N. Glendening
Governor

Jane T. Nishida
Secretary

Maryland's Noise Control Program

Purpose

The Noise Control Program was established in the mid 1970's to provide technical assistance and enforcement help to citizens and local jurisdictions across the State regarding community intruding noise issues that are not, for whatever reason, adequately handled at the local level. Noise has become an increasingly contentious "Quality of Life" issue as the State's population increases and urban sprawl progresses. The Noise Program pursues its mission on a complaint driven basis addressing specific requests from individual citizens as well as governmental entities. Because of very limited staff the program actively encourages local jurisdictions to take a more active role in addressing noise problems and issues while the program stands ready to provide technical back-up, enforcement help, noise control training and advisory assistance. The program has been addressing approximately 150 noise complaints yearly across the State resulting in about 300 to 400 annualized site visits. It is the program's goal when possible to resolve noise violations as opposed to primarily pursuing enforcement and penalties.

Authority

State: Environment Article, Title 3-101 and COMAR, Title 26.02.03....

Process

In addressing noise complaints a small portion of those registered can be resolved by telephone without field investigation. However, the vast majority of complaints require multiple field visits to monitor and measure the offending noise-levels, this may occur anytime of the day or night, including weekends and holidays, depending on the noise source. In evaluating and processing noise complaints the program utilizes state of the art real-time computer integrated sound level analyzers for determining the existence of a community noise violation. When a noise level violation is encountered primary emphasis is placed on cooperative resolution rather than penalties and litigation. This approach has been quite successful in almost all cases.

Contact

Dave Jarinko / Noise Control Specialist: 410-537-3938

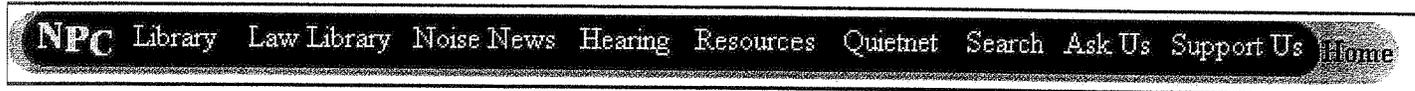
George Harman / Program Manager: 410-631-3856

The Noise Control Program - How it Works

<http://www.nonoise.org/lawlib/states/maryland/maryland.htm>

1. Established by the Legislature in the mid 1970s as a 'quality of life' program.
2. State noise regulations set a maximum intruding sound level limit statewide: therefore **all jurisdictions have a Noise Regulation**.
The maximum limit does not constitute silence or assure total lack of annoyance from an intruding sound (50% plus of complaints do not exceed the limit - and are not actionable).
4. Because the State sets the maximum limit, which may be considered in some areas to be too high, it allows the local jurisdictions to establish a lower limit or a more restrictive regulation if they so choose. (as to time, sound level limits, and exemptions.)
5. State regulations establish two time periods and two sound level limits:
 - a. Daytime 7 a.m. - 10 p.m. 65 dBA - for residential receiving properties
 - b. Nighttime 10 p.m. - 7 a.m. 55 dBA - for residential receiving properties
6. If a local jurisdiction establishes more restrictive limits, it is strongly suggested that the limit be tied to a specific decibel level and not a subjectively defined annoyance criteria.
7. Police and local officials initially process 99% of all noise related complaints across the State. This statistic **is not as good as it appears** because most police and local jurisdictions do not have sound level meters or noise training and typically do not pursue noise complaints unless they involve additional elements of disruptive behavior or illegal activity.
8. The Noise Program, upon request, will investigate those complaints that fall through the cracks at the local level.
9. The Noise Program is not designed or intended to be a first responder to complaints. It is designed to handle noise complaints that are not adequately addressed at the local level.
10. The Noise Program is complaint driven. It does not seek out noise sources.
11. To be handled by Noise Control, a noise complaint must be repetitive or reoccurring with some degree of predictability. The Noise Program cannot handle a one-time noise occurrence or a non-predictable infrequently occurring noise.
12. A noise complaint can be registered by calling 410-631-3991
13. When a complaint is registered, the complainant must have information concerning the type of noise and the probable time or times of occurrence.
When a complaint is registered, a site visit is arranged to take sound level measurements. Measurements are taken at the complainant's property, not at the source of the sound.
15. If a sound level violation is measured, the responsible party is notified to take corrective action. Failure to do so could result in a penalty of up to \$10,000 per each day of continuing violation. However, to date, Noise Control has gotten compliance in all cases without resorting to financial penalties.
16. **Examples of common noise complaints subject to COMAR regulations:**
 - a. Office Buildings, Hospitals, Schools and even Nursing Homes
 - b. Dirt Bike noise - riding legally but too close to neighboring homes
 - c. Band noise - clubs, taverns, bars, restaurants, schools, practice sessions
 - d. Swimming pool pumps
 - e. Early morning construction noise prior to 7 a.m.
 - f. Power sweepers at night
 - g. Truck mounted refrigeration units / parking lot truck noise / shopping centers
 - h. Gun clubs - 9 Counties are subject to the noise regulations / 14 Counties are exempt
 - i. Early morning trash pickup (usually dumpster emptying noise)
 - j. Commercial and industrial equipment noise (commonly HVAC units)
 - k. Loud speakers at: car dealerships / fast food restaurants / swim clubs / etc.
 - l. Church bells
 - m. Barking dogs - MDE will only address kennel related complaints, not household pets.
 - n. And many others too numerous to mention
17. **Exemptions from the COMAR noise regulations:**
 - a. Emergency sirens and warning signals
 - b. Railroads
 - c. Motor vehicles on public roads - addressed by MSP and SHA
 - d. Aircraft and airports - addressed by FAA and MAA
 - e. Construction noise 7 a.m. - 10 p.m.
 - f. Boats on state controlled waters - addressed by DNR

- g. Residential Heat Pumps and Air-conditioners
 - h. Construction on Public Property at any time
 - i. Sanctioned auto racing facilities - 7 a.m. to midnight
 - j. Parades, public celebrations, amusement parks, sporting events
18. **In addition to handling specific noise complaints, Noise Control will upon request conduct noise control and enforcement training classes as well as attend hearings and departmental meetings regarding noise related issues to provide technical information and / or testimony.**
19. To reiterate - The Noise Control Program is a Complaint driven activity set up to handle repetitive and predictable noise sources that have not been resolved at the local level. It is not designed to be a first responder to a noise complaint.
20. Contact - Dave Jarinko / Noise Control Specialist: 410-537-3938 or George Harman / Program Manager: 410-631-3856. Visit the Noise Control Program website.



Noise in Our Community

Noise and Your Health

Noise may harm more than our ears - Loud noise can be a serious environmental and health hazard; it has been shown to impact physiological changes in sleep, blood pressure and digestion. Loud noise is a leading quality of life issue in communities across the nation.

Noise and sleep - Noise is one of the most common sleep disturbances, and when sleep disruption becomes chronic, the risk of adverse health effects is increased. The Environmental Protection Agency (EPA) recommends a day-night indoor average sound level of 45 decibels, and a night-time average level of 35 decibels to protect against sleep disturbance. A noisy refrigerator may generate 50 decibels.

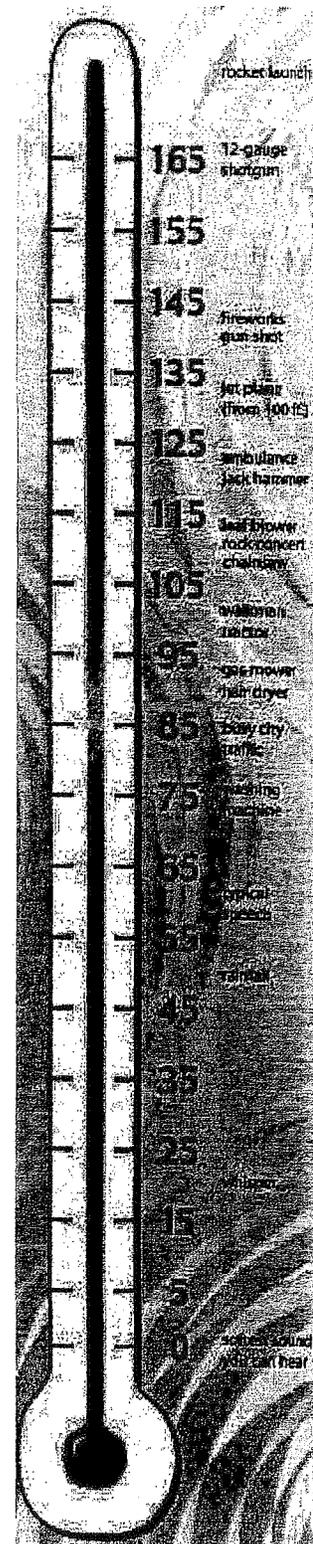
Governing Noise

Noise disturbances are defined and controlled by a City Ordinance (Chapter 138) and County law. The City of College Park's noise ordinance states that:

"Unless it is for the purpose of necessary property maintenance during the day, it shall be unlawful... to generate loud or raucous sound on said property, or to permit any loud or raucous sound to be made or generated on said property, so as to cause unreasonable annoyance or disturbance to others living or located nearby".

The City noise ordinance applies 24-hours; it is violated when the noise level exceeds 65 decibels between 7:00 a.m. and 8:00 p.m. (day), 55 decibels between 8:00 p.m. and 7:00 a.m. (night), OR when two or more residents are disturbed by the noise and submit a written complaint to the Noise Control Board which has held a hearing to determine whether a violation occurred. Violations of the City ordinance as indicated in Chapter 110-2 are punishable by a fine of \$500 for a first offense and \$1,000 for the second offense within a six-month period. The Decibel (dBA) Meter, obtained from www.dangerousdecibels.org, at the right shows examples of things that make noise and measurements in decibels. *Measurements are taken at the property line.*

Prince George's County restricts noise in residential areas audible more than 50 feet from its source. In early 2012, changes to the County Code (Section 19-122) became effective removing time limits and increasing fines. Violations are subject to a \$500.00 fine for a first offense and \$1,000.00 (Section 19-124) for subsequent offenses or imprisonment for up to 30 days.



What You Can Do About Noise

- ✓ **Call the Code Enforcement/Noise Hotline at 240-487-3588** day or night if you have a concern. Code enforcement officer schedules are adjusted during peak violation times on Thursdays, Fridays and Saturdays from 6:00 p.m. to 4:00 a.m. in the late spring and early fall to respond to complaints. A code enforcement officer will attempt to take a sound level reading, and if warranted, issue a municipal infraction citation which will be sent to the household by mail and posted on the property. City contract police officers will also respond with code enforcement officers, and will shut down a party or loud event which exceeds the City Code limits.
- ✓ **Call the Prince George's County Police (9-1-1 for urgent/emergency assistance or 301-352-1200 for non-emergency);** this is often best for prompt action. The Public Safety Communications dispatcher will send an available police officer to the scene, who will order noise-makers to comply with the law if a violation is determined
- ✓ **Call the UM Police (301-405-3555)** - University of Maryland Police have concurrent jurisdiction in the Old Town and Lord Calvert Manor (Knox Box) communities. They will respond to disturbances occurring at University owned off-campus student housing (fraternities, etc.) within their jurisdiction.
- ✓ **If two or more City residents file a written complaint for a specific noise disturbance,** the Noise Control Board will hold a hearing. Complaints should be sent to the College Park Noise Control Board at 4500 Knox Road within 15 days of the event.

Hints for effective action

- ✓ **Get to know your neighbors** - Problems can often be solved by asking neighbors to turn down the volume or to take the party inside. Neighbors with good relationships are more likely to compromise when problems arise. However, if this approach fails, you may need to take further action for egregious violations.
- ✓ **Call code enforcement** - Call 240-487-3588 day or night to reach the Code Enforcement hotline. Be sure to leave detailed information on the location and time of the incident. You should also provide your name and telephone number if you would like a return call from staff.
- ✓ **Call both police and code enforcement** - It may seem like one call too many, but calling both numbers will get the attention and assistance of both City and County enforcement efforts.
- ✓ **Record detailed information** - Your complaint will be more effective if you can accurately identify where the noise is coming from, including the address as well as the date, time, and nature of the noise.
- ✓ **Request a police visit** - When calling the police, you may ask that the officer stop by your home so that you know when they arrive and can ask what actions were taken. Or you may ask that they not contact you if you do not want neighbors to know you called the police.
- ✓ **Get support of your neighbors** - When more than one person calls to report a particular disturbance, the police and the City will know the complaint is serious and a higher priority over other kinds of complaints.

A noise pamphlet was initially prepared in June 2003 for College Park residents by the Committee of a Better Environment (CBE). This revision was prepared by City Staff in February 2012. For information about CBE activities, please visit www.collegeparkmd.gov or contact the City's Planning Department at 240-487-3538.

For Code Enforcement information call 240-487-3570

6. Commercial Tenant Improvement Program

MEMORANDUM

TO: Mayor and Council

FROM: Michael Stiefvater, Economic Development Coordinator *MS*

THROUGH: Terry Schum, Planning Director *TAS*
Joseph L. Nagro, City Manager

DATE: February 1, 2013

SUBJECT: Commercial Tenant Improvement Program Guidelines

ISSUE

The City received \$75,000 in Community Legacy grant funds to start a Commercial Tenant Improvement Program to attract high quality commercial tenants. Draft guidelines for operation of the Program have been prepared for City Council approval (Attachment 1).

SUMMARY

An initial set of draft guidelines were presented to City Council on January 18, 2013 that described the Program's eligibility requirements, submittal requirements, the application process, and evaluation criteria. Since that time, staff has revised the guidelines for clarity and to address issues that were raised during the worksession, primarily whether or not there should be a deadline for receipt of applications and whether or not scoring criteria should be used.

After further review of similar programs and discussions with the Maryland Small Business Development and Technology Center, staff is recommending that applications be accepted on a rolling basis and that scoring through a point system be eliminated. The nature of commercial leasing does not lend itself to a deadline, as there are a multitude of factors that go into the decision to occupy a certain property. It is unlikely that a deadline will coerce tenants to sign a lease any more than a rolling application would. SBDTC recommended not placing additional pressure on the business owners to meet a deadline, while believing the grant amount should be incentive enough to apply, especially given the limited funds.

Without a direct comparison between applications, the scoring system is no longer needed. Applicants must meet the eligibility criteria and City staff and the SBDTC will conduct a thorough review of the applications. Grant awards will be made based on meeting these criteria and fund availability.

Applicants will be able to file an appeal with the City Council if they believe they were unfairly denied a grant. An applicant will have 30 calendar days from the decision date to submit a letter to the City Clerk requesting a review by the City Council. The appeal would be scheduled to be

heard at during an executive session of the City Council within 30 days of receipt of the appeal request.

RECOMMENDATION

Staff recommends approval of the draft guidelines to enable start up of the program.

ATTACHMENTS

1. Commercial Tenant Improvement Program Draft Guidelines
2. Commercial Tenant Improvement Program Draft Application

City of College Park
Department of Planning, Community, and Economic Development
4500 Knox Road
College Park, MD 20740
Phone: (240) 487-3543
Fax: (301) 887-0558



COMMERCIAL TENANT IMPROVEMENT PROGRAM GUIDELINES

February 2013

PROGRAM OVERVIEW

Program Description

As part of the City of College Park's effort to attract high-quality commercial tenants and fill vacant retail spaces, the Commercial Tenant Improvement Program reimburses qualified new or expanding businesses for their leasehold improvements or build-out. Applicants are eligible for a matching grant, not to exceed \$25,000, for 50 percent of the total improvement costs.

The program is administered by the City of College Park and operates on a reimbursement basis. All payments to professionals, City and County departments, and contractors are the full responsibility of the applicant. The City will verify actual costs incurred by the grantee prior to reimbursement. Reimbursement will only take place after a Use and Occupancy permit has been issued by Prince George's County and a Non-Residential Occupancy permit has been issued by the City of College Park.

The program application identifies the conditions, covenants, and responsibilities for the grant and must be signed by all required applicants. The general rules, guidelines, grant terms and conditions, and process are described below.

Program Area

The Commercial Tenant Improvement Program is open to all legally existing commercial buildings within the City of College Park boundaries.

ELIGIBILITY REQUIREMENTS

To secure a compelling mix of retail and restaurant businesses in College Park, certain business types are preferred for this program. Generally, an appropriate business for the Commercial Tenant Improvement Program is one of the target business types identified in studies and surveys conducted by the City of College Park. These businesses will promote an inviting, vibrant environment and fill a void in the current retail scene. The following table identifies the types of businesses that are preferred or businesses that are not eligible for the program.

Preferred Business Type	Non-Eligible Business Type
Apparel/Shoe store <i>(such as boutique or non-discount)</i>	Automotive business
Bar <i>(such as a brew pub or wine bar)</i>	Bank/Check cashing
Bakery/Coffee shop	Convenience store
Entertainment <i>(such as a music venue or theater)</i>	Dollar store
Full service/Fine dining restaurant	Dry cleaner
Gourmet food and wine shop	Phone service retailer
Grocery store	Professional services <i>(such as office or hair/nail salon)</i>
Health club/Yoga studio	Fast food or drive-thru restaurant

Applicants must meet the following criteria in order to be eligible for the Program:

- The business is at least 50% locally-owned, with “local” defined as the Baltimore-Washington metropolitan area.
- Decision-making authority in the business is vested in the local owners not subject to conditions dictated remotely.
- The business has no more than 20 outlets, with a maximum of 5 of those outlets outside the Baltimore-Washington metropolitan area.
- Applicants must be the lessee or owner of an eligible building.
- If the applicant is not the owner of the building they must possess a fully executed lease for a minimum of three (3) years at the time of grant approval.

Additionally, a specific square footage may only receive Commercial Tenant Improvement grant funds once every five (5) years; unless a compelling justification is established and approved by the City, at its sole discretion.

SUBMITTAL REQUIREMENTS

1. *Application, Justification, and Legal Documents*

- Completed and signed application form.
- Copy of executed lease for a business operating in rented premises. If an executed lease is not completed at the time of application, applicant must provide an executed letter of intent. However, prior to finalizing the grant the applicant must provide an executed lease. The lease must be for a minimum of three (3) years.
- Business plan including the following, at minimum:
 - Description of business including products offered
 - Plans for marketing and growth
 - Key management members and their roles
- Completed W-9 form.
- Proof of locally-owned status, as evidenced by organizational documents.

2. *Construction Documents*

- Copy of all construction plans and drawings used in the permitting process.
- List of all improvements that will be made and a cost estimate for each.
- Copies of agreements with contractors, if applicable. For work not requiring a contractor, applicant must submit receipts for all materials purchased.
- Development/construction schedule

3. *Financial Documents**

- A breakdown of the sources and uses of funds for the construction of the project. Must include proof of funding source, e.g. bank approval of loan for costs that must be covered by the applicant for the improvements.
- Pro-forma financial analysis to include three (3) years of business financial statements and one (1) year of projected business financial statements for the subject property on an already established business. For a start-up business, one (1) year of projected business financial statements for the subject property.
- Must include detailed information on employment history and performance for the business owner and manager.
- Three (3) years of business income tax returns and three (3) years of personal tax returns for all business partners.
- Credit report for all individuals involved in the business.

*These items are forwarded by the City of College Park to the Maryland Small Business & Technology Development Center (SBTDC) for a third party business assessment for both existing and start-up businesses. The SBTDC assessment, in addition to other information about the business, can assist the City of College Park to determine the viability and stability of the business and/or the project. Contact information for the SBTDC will be provided upon application packet intake.

APPLICATION PROCESS

1. Applicant will have a preliminary meeting with the City's Economic Development Coordinator (EDC) to review program criteria. To reach the EDC, Michael Stiefvater, please call 240-487-3543 or send an email to mstiefvater@collegeparkmd.gov.
2. Applicant will prepare the application and required documents and submit to the City's EDC for review.
3. The City's EDC will review the application and make an initial determination on whether the application meets the eligibility requirements.
4. The applicant will be notified whether the application is accepted for further review.
5. The application will be forwarded to the Maryland Small Business Development and Technology Center (SBDC) and the applicant will be required to sign up for business counseling with the SBDC, which is conveniently located in College Park and provides free counseling services. A request for counseling form and waiver of confidentiality are required before counseling will begin. These forms are available through the EDC.
6. The SBDC will provide a third party business assessment of applications. The SBDC assessment, in addition to other information about the business, will assist the City to determine the viability and stability of the business and/or the project. Projects will not be approved without this assessment.
7. A notice of decision will be sent to the applicant. .

EVALUATION OF APPLICATIONS

Applications will be approved on a first come, first served basis after all application requirements are met. A satisfactory review assessment must be received by the SBDC for an application to be approved.

APPEAL PROCESS

An appeal of the City staff's decision must be made to the City Council within 30 calendar days of the decision. Applicants wishing to appeal must send a written letter stating the specific reasons why they disagree with the decision. Letters must be submitted to the City Clerk, Janeen Miller, along with a copy to the Director of Planning, Community, and Economic Development, Terry Schum, at 4500 Knox Road, College Park, MD 20740. Appeals will be heard at an executive session of the the City Council within 30 days of receipt of the appeal request.

ELIGIBLE COSTS

Eligible Improvements

The program is intended to fund improvements that will, in general, stay with the property, and therefore will not cover the cost of purchasing or installing non-fixed equipment or inventory. Generally acceptable improvements include, but are not necessarily limited to the following repairs/replacement/upgrades:

- Electrical
- HVAC/mechanical
- Plumbing
- Dry wall
- Flooring
- Lighting
- Windows/doors
- Interior demolition
- Painting
- Bar/cash wrap
- Green initiatives (low flow toilets, energy efficient lighting, etc.)

In addition to the preceding limitations, the following terms apply to the eligible improvements:

- The City reserves the right to require certain minimum improvements as part of the program. For example, façade repainting may be required as a minimum improvement.
- All improvements must comply with all City and County building codes.
- Applicant is not to begin any improvements to the property before the grant is approved by the City. Construction, renovation, or painting costs incurred prior to the grant award will not be eligible for reimbursement.
- Costs associated with detailed construction drawings, conceptual design, and cost estimates are not eligible for reimbursement.

Other Eligible Costs

- All construction-related permit fees lawfully required for the tenant improvements shall be paid by applicant and considered eligible costs.
- Any modifications to the interior or exterior of the building that are required by the City.
- Labor and materials related to the eligible improvements. Receipts must be provided for all materials to be considered an eligible cost.

GRANT TERMS

Subject to the availability of funding, applicants are eligible for a matching grant, not to exceed \$25,000, for 50 percent of the total improvement costs.

During construction, a grant program sign provided by the City must be posted during construction and up to 14 days after opening.

Grant funds will be disbursed upon the following:

- Inspection and approval of all completed improvements by Prince George's County and the City of College Park.
- Receipt and review of all invoices and copies of cancelled checks for improvements.
- Issuance of a Use and Occupancy permit by Prince George's County and a Non-Residential Occupancy permit by the City of College Park.

CONSTRUCTION

Contractors must be licensed and insured to do business in the State of Maryland. Applicant is responsible for selecting a contractor and executing the corresponding construction agreement.

MAINTENANCE OBLIGATION

Applicant shall maintain the improvements of the property in good condition and in accordance with all applicable building codes. The City has the right to inspect the condition of the property from time to time with three (3) business days notice to the property owner.

Conditions that constitute a failure to maintain the property in good condition include, but are not limited to, peeling paint, chipped surfaces, broken windows, covered transoms or window spaces, boarded windows, excessive bird droppings or debris, graffiti and illegal or nonconforming signage, and obstructed windows.

At any time during five (5) years from the date of funding, that the City determines the improvements have not been maintained in good condition, the City will notify the business owner and/or the property owner in writing of any deficiencies and provide 30 days for corrective actions to be taken. Failure to maintain improvements or take corrective action of maintenance concerns will result in ineligibility of award for future grants or loan-to-grants to that individual or corporation.

City of College Park
 Department of Planning, Community, and Economic Development
 4500 Knox Road
 College Park, MD 20740
 Phone: (240) 487-3543
 Fax: (301) 887-0558



COMMERCIAL TENANT IMPROVEMENT PROGRAM APPLICATION

This program aims to attract and retain high-quality tenants by providing funds for new or expanding businesses to assist with leasehold improvement. Applicants are eligible for a matching grant, not to exceed \$25,000, for 50 percent of the total improvement costs.

Please contact the Economic Development Coordinator at 240-487-3538 to schedule a preliminary appointment to review the application process.

Please print legibly and return to the address above or by email to mstiefvater@collegetparkmd.gov.

1. PROPERTY INFORMATION		
Property Address:		
Property Owner:		
Property Owner's Address:		
City:	State:	Zip Code:
Contact Person:		
Phone:	Email:	
Previous Use of Space:		
Vacant Since:		

2. APPLICANT INFORMATION (if different than property owner)		
Business Name:		
<input type="checkbox"/> Corporation (d/b/a)	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietorship
Mailing Address:		
City:	State:	Zip Code:
Contact Person:		

Phone:	Email:
Business Type:	
Do you have other locations?	
If yes, list city and state of each:	
Length of lease term at subject property:	
Expected number of full/part-time employees:	
Are you a client of the Maryland Small Business Development Center?	

3. IMPROVEMENT INFORMATION
Estimated Total Costs of Improvements:
Estimated Date of Completion:

I/We hereby affirm that I/we have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my/our knowledge. The applicant invites the City of College Park to make all reasonable inspections, investigations, and take pictures of the subject property during the process period associated with the application. I authorize the use of any pictures taken by the City of College Park.

I/We have read and understand the commercial tenant improvement program guidelines and requirements. I/we understand that any improvements completed prior to the notice of grant award will not be eligible for reimbursement. I/we agree to maintain all improvements of the property in good condition and in accordance with all applicable building codes.

I/We authorize the Small Business Development and Technology Center to share personal and financial information with the City of College Park for them to make a determination on this application.

Applicant Signature Date

Additional Business Owner Signature Date

APPLICATION REQUIREMENTS

1. Application, Justification, and Legal Documents

- Completed and signed application form
- Copy of executed lease for a business operating in rented premises. If an executed lease is not completed at the time of application, applicant must provide an executed letter of intent. However, prior to finalizing the grant the applicant must provide an executed lease. The lease must be for a minimum of three (3) years.
- Business plan including the following, at minimum:
 - Description of business including products offered
 - Plans for marketing and growth
 - Key management members and their roles
- Completed W-9 form.
- Proof of locally-owned status, as evidenced by organizational documents.

2. Construction Documents

- Copy of all construction plans and drawings used in the permitting process.
- List of all improvements that will be made and a cost estimate for each.
- Copies of agreements with contractors, if applicable. For work not requiring a contractor, applicant must submit receipts for all materials purchased.
- Development/construction schedule including specific time frames for each scope of work.

3. Financial Documents*

- A breakdown of the sources and uses of funds for the construction of the project. Must include proof of funding source, e.g. bank approval of loan for costs that must be covered by the applicant for the improvements.
- Pro-forma financial analysis to include three (3) years of business financial statements and one (1) year of projected business financial statements for the subject property on an already established business. For a start-up business, one (1) year of projected business financial statements for the subject property.
- Must include detailed information on employment history and performance for the business owner and manager.
- Three (3) years of business income tax returns and three (3) years of personal tax returns for all business partners.
- Credit report for all individuals involved in the business.

Only completed application packets, including all required documentation, will be reviewed by City staff.

*These items are forwarded by the City of College Park to the Maryland Small Business & Technology Development Center (SBTDC) for a third party business assessment for both existing and start-up businesses. The SBTDC assessment, in addition to other information about the business, can assist the City of College Park to determine the viability and stability of the business and/or the project. Contact information for the SBTDC will be provided upon application packet intake.

Note: Applying for a commercial tenant improvement grant does not obligate the City of College Park to approve a grant for the specified project. Only after the review and approval of the application will the City of College Park approve a grant.

The project shall comply with the Program Guidelines and only upon approved final inspections by the City of College Park, will the grant funds be distributed.

Office Use Only

Date Application Received: _____ Date of Completed Application: _____

Approval Letter Date: _____ Denial Letter Date: _____

Approval/Denial: _____ Planning Date of Reimbursement: _____

7. FY 2014 Budget Guidance



MEMORANDUM

TO: Mayor & Council
THROUGH: Joseph L. Nagro, City Manager *JLN*
FROM: Stephen Groh, Director of Finance *SG*
DATE: January 31, 2013
SUBJECT: FY2014 Budget Guidance and Schedule

Although we are only half way through fiscal year 2013, it is time to begin preparations for the fiscal year 2014 budget process. Based on the required dates for issuance of the requested budget document, ordinance introduction, public hearing and budget adoption, we have compiled the attached FY2014 Tentative Budget Schedule #1. The process will begin with distribution of budget worksheets to departments the last week in January, following December month-end close the prior week. If you have any conflict with any of the dates on the budget schedule, please let us know as soon as possible.

Budget Distribution & Saturday Worksessions

We plan to distribute the requested budget to Mayor & Council no later than Friday, March 29, giving you over 2 weeks to review it prior to the first budget worksession. The budget will be available in book form or on CD. The Saturday budget worksessions will be held on April 13 and April 20 (due to Good Neighbor Day on April 6), beginning at 7:30 a.m. The budget ordinance will be introduced at the regular M&C meeting on Tuesday, April 23.

Revenue Budget

We have received the first estimate of FY14 real property tax assessments and the total is 10.64% less than the FY13 assessment (prior to application of the homestead tax credit). We won't get the FY14 homestead tax credit ("HTC") estimate until the 2nd week in February, but I am using the FY13 HTC for estimate purposes. I assume that the FY14 HTC will be lower than FY13 but can't estimate how much lower at this time. There are no other new projects in the pipeline for the near future. State Highway Administration has given us an FY14 estimate for highway user tax (\$114,728 versus \$110,052 we budgeted in FY13). The Governor has proposed increasing our highway user tax allocation to \$252,774 for FY14 only, but that depends on the legislature's action. We expect admissions & amusement ("A&A") tax to be flat or lower. Speed enforcement camera revenue continues to decline.

Expenditure Budget

For the past several years, we have asked departments to limit non-personnel expenditure budgets (other than fuel and utilities) to the prior year level plus a certain percentage increase. For FY2014, due to the decrease in property tax assessments, we asked the departments to budget for a 0% increase. FY2014 represents the first year of a new collective bargaining agreement for certain Public Works employees and we have not yet begun discussions with the

union as to any possible cost of living adjustment (“COLA”) for FY14. A 2.0% COLA was approved in FY2013.

Use of Unassigned Reserve

For FY2013, \$146,211 of unassigned reserve was used to balance the budget. It is hoped that we could avoid using unassigned reserve to balance the FY2014 requested budget, but it is too early to tell.

M&C Wish Lists

We are requesting that Mayor & Council submit “wish list” items for FY2014. These requests may be for the operating budget or C.I.P. Staff will investigate or price out the requests, which may be included in the requested budget (at the City Manager’s discretion) or submitted to M&C in an appendix to the budget document. Please submit your requests to either Joe or Steve in writing or by e-mail as soon as possible (but no later than Friday, February 15) so that the departments will have ample time to price out the items.

We look forward to working with you to achieve the best possible budget for the coming fiscal year. If you have any questions, please do not hesitate to contact us.



FY2014 TENTATIVE BUDGET SCHEDULE #1
as of January 23, 2013

Listed below is the tentative budget schedule for the FY2014 budget. Updates to this schedule will be provided as needed.

Operating budget worksheets distributed to departments	Thursday, January 24
Mayor & Council wish lists due back to Finance	Friday, February 15
Pricing of Mayor & Council wish list items by departments	February 11 – 28
Operating budget worksheets due back to Finance	Thursday, February 21
Capital project pages to be updated	January 28 – February 15
Review of department operating budget submittals by City Manager and Finance Director	March 4 – 8
City Manager's Requested Budget distributed to M&C	Friday, March 29
Budget worksessions	Saturday, April 13 @ 7:30 am Saturday, April 20 @ 7:30 am (if needed) Additional worksessions if needed
Budget ordinance introduced	Tuesday, April 23
Budget public hearing Constant yield tax rate public hearing (if needed)	Tuesday, May 14
Worksession discussion of possible budget changes after public hearing (if needed)	Tuesday, May 21
Adopt budget ordinance	Tuesday, May 28
Effective date of FY2014 adopted budget	July 1

CITY OF COLLEGE PARK
Taxable Real Property Assessments
FY2008 - FY2014

District	Use Code	FY2008	FY2009	Percentage Change from FY2008	FY2010	Percentage Change from FY2009	FY2011	Percentage Change from FY2010	FY2012	Percentage Change from FY2011	FY2013	Percentage Change from FY2012	FY2014	Percentage Change from FY2013
Residential:														
01	001 Residential	80,920,790	99,670,771	23.17	117,735,168	18.12	133,925,340	13.75	70,318,200	(47.49)	70,079,200	(0.34)	70,064,200	(0.02)
01	002 Resid. Unimproved	1,325,840	1,490,059	12.39	1,031,712	(30.76)	1,181,200	14.49	858,600	(27.31)	858,600	0.00	858,600	0.00
01	061 Resid. Condominiums	0	0	0.00	0	0.00	2,700,000	New	2,520,532	(6.65)	3,328,000	32.04	3,328,000	0.00
21	001 Residential	1,039,418,604	1,267,989,314	21.99	1,498,125,560	18.15	1,076,768,548	(28.13)	1,074,396,864	(0.22)	1,070,103,546	(0.40)	874,704,165	(18.26)
21	002 Resid. Unimproved	11,025,814	13,635,662	23.67	14,972,100	9.80	11,270,285	(24.72)	11,287,990	0.16	11,270,285	(0.16)	8,925,100	(20.81)
21	004 Apartments	111,544,258	123,445,052	10.67	136,582,500	10.64	142,191,091	4.11	206,274,450	45.07	200,005,625	(3.04)	217,096,802	8.55
21	011 Resid. Townhouses	14,980,479	18,017,078	20.27	21,053,740	16.85	16,404,600	(22.08)	16,330,700	(0.45)	16,281,700	(0.30)	14,152,500	(13.08)
21	061 Resid. Condominiums	71,823,086	82,658,802	15.09	93,480,000	13.09	77,348,866	(17.26)	76,797,900	(0.71)	76,343,000	(0.59)	54,035,465	(29.22)
Totals		1,331,038,871	1,606,906,738	20.73	1,882,980,780	17.18	1,461,789,930	(22.37)	1,458,785,236	(0.21)	1,448,269,956	(0.72)	1,243,164,832	(14.16)
% of Grand Total		77.06	76.90		74.61		69.23		67.54		64.17		61	
Commercial:														
01	005 Commercial	124,844,500	158,350,525	26.84	266,452,980	68.27	278,685,900	4.59	269,247,898	(3.39)	260,150,500	(3.38)	259,456,200	(0.27)
21	005 Commercial	236,230,096	285,420,380	20.82	330,761,900	15.89	325,751,594	(1.51)	384,648,954	18.08	503,966,798	31.02	488,281,534	(3.11)
21	007 Industrial	25,313,580	27,671,628	9.32	30,673,100	10.85	31,003,387	1.08	31,350,908	1.12	30,174,988	(3.75)	30,574,834	1.33
21	065 Comm. Condominiums	9,876,381	11,315,862	14.57	12,755,400	12.72	14,333,080	12.37	15,910,760	11.01	14,333,080	(9.92)	15,255,900	6.44
Totals		396,264,557	482,758,395	21.83	640,643,380	32.70	649,773,961	1.43	701,158,520	7.91	808,625,366	15.33	793,568,468	(1.86)
% of Grand Total		22.94	23.10		25.39		30.77		32.46		35.83		39	
GRAND TOTALS		1,727,303,428	2,089,665,133	20.98	2,523,624,160	20.77	2,111,563,891	(16.33)	2,159,943,756	2.29	2,256,895,322	4.49	2,036,733,300	(9.76)
Homestead Tax Credit Adjustment: (FY06 @ 1%, FY09-FY14 @ 4%)		(305,724,126)	(451,788,944)	47.78	(599,654,267)	32.73	(303,645,240)	(49.36)	(212,855,415)	(29.90)	(188,109,095)	(11.63)	no more than (188,109,095)	0.00
CITY TAXABLE ASSESSMENT		1,421,579,302	1,637,876,189	15.22	1,923,969,893	17.47	1,807,918,651	(6.03)	1,947,088,341	7.70	2,068,786,227	6.25	1,848,624,205	(10.64)
Real Property Tax at \$0.322 / \$100 (using FY13 tax differential)											6,607,894		5,899,859	
PILOT-CASL Property											52,115		47,517	
PILOT-Washington Post Property											38,640		36,320	
Total Real Property Tax											6,698,649		5,983,696	
(Worst Case) Reduction from FY13													714,953	

8. FY 2014 Action Plan

MEMORANDUM

TO: Mayor and City Council
FROM: Chantal R. Cotton, Assistant to the City Manager
THROUGH: Joseph L. Nagro, City Manager
DATE: February 5, 2013
SUBJECT: FY 2014 Action Plan Brainstorming Guide

SUMMARY

As budget season approaches, Mayor and Council needs to develop the FY 2014 Action Plan to determine if any of the items may affect the FY 2014 budget. The items not completed or listed as "ongoing" in the FY 2013 Action Plan should carry-over to the FY 2014 Action Plan.

The information report in the February 5, 2013 packet includes the most recent, half-year updates to the FY 2013 Action Plan.

DISCUSSION

The attached brainstorming guide (Attachment 1) provides a framework for City Council to layout ideas for the FY 2014 Action Plan. The guide includes each goal and objective from the Strategic Plan and lists the action items from the current FY 2013 Action Plan. Each FY 2013 Action Plan item has a status letter in the adjacent column. The legend for the status letters is as follows:

Status Legend:

D = Done / Completed
T = On target for completion by the end of FY 2013
C = Carry-over to FY 2014
O = Ongoing

For today's discussion, fill in the right-most column titled "FY 2014 Action Plan Items." That column contains carryover and ongoing items and blank spaces. The blank spaces in the "FY 2014 Action Plan Items" column are available to fill in the proposed action plan items for FY 2014.

RECOMMENDATION

Staff recommends that Council use the Brainstorm Guide to discuss and generate FY 2014 action items.

ATTACHMENTS

1. Strategic Plan FY 2014 Action Plan Brainstorm Guide

Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.			
Objective 1: Improve public safety and reduce crime by utilizing contract police officers, collaborating with other police agencies, and encouraging community participation.	a. Explore the possibility of expanding the contract police program to include UMPD officers. The expansion would require UMPD to sign an MOU with the City requiring the contract UMPD officers to write noise citations.	T	Work with UMD to explore expansion of the concurrent jurisdiction area to additional areas in the City.
	b. Work with UMD to explore expansion of the concurrent jurisdiction area to additional areas in the City.	C	
Objective 2: Improve local schools that serve City of College Park residents through collaboration with strategic partners including the Prince George's County Public Schools and the University of Maryland.	a. In working towards the Vision 2020 Plan, create the College Park Academy in partnership with CPCUP.	T	
	b. Determine the program details of the new EAC initiatives and scholarships.	T	
Objective 3: Expand recreational, social and cultural activities for city residents.	a. Continue working to establish / help establish a College Park Community Foundation to assist with fundraising for College Park Day and other city events and organizations.	T	
	b. Explore interest among community associations in using City resources to support/create localized social events and recreational activities.	T	

Status Legend: D = Done/Completed; T = On target for completion by the end of FY2013; C = Carryover to FY 2014; and O = Ongoing.

Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.			
Objective 4: Strengthen well-being of residents that seek assistance through youth, family and seniors program.	a. Expand public information about available senior programs and recreation activities to seniors in homes throughout the city.	O	Expand public information about available senior programs and recreation activities to seniors in homes throughout the city.
Objective 5: Improve customer / constituent service to better serve College Park residents.	a. Provide ongoing staff training in resident relations / constituent services and customer service, including timely responses to phone calls.	O	Provide ongoing staff training in resident relations / constituent services and customer service, including timely responses to phone calls.
	b. Organize legislation or conduct a meeting between the City and County to discuss streamlining the permitting process.	D	
Goal II: Convenient transportation options that improve local travel and manage congestion.			
Objective 1: Advocate for state and other resources to rebuild Route 1 to improve its safety, efficiency, and appearance.	a. Lobby State Legislature, State Highway Administration and County Council to allocate funding to rebuild Route 1.	O	Lobby State Legislature, State Highway Administration and County Council to allocate funding to rebuild Route 1.
	b. Work with M-NCPPC and SHA to require Route 1 developers to implement street improvements with new development or, if not feasible, pay a fee-in-lieu.	O	Work with M-NCPPC and SHA to require Route 1 developers to implement street improvements with new development or, if not feasible, pay a fee-in-lieu.
	c. Establish a Tax Increment Financing (TIF) district strategy to help fund infrastructure improvements.	C	Establish a Tax Increment Financing (TIF) district strategy to help fund infrastructure improvements.
Objective 2: Support development of transit options that increase convenience, accessibility, and mobility.	a. Market and brand THE BUS Route 17 as a Route 1 Main Street shuttle.	O	Market and brand THE BUS Route 17 as a Route 1 Main Street shuttle.
	b. Implement Route 1, Rhode Island Ave., Campus Drive, and other bus corridor enhancements.	O	Implement Route 1, Rhode Island Ave., Campus Drive, and other bus corridor enhancements.
	c. Participate in Purple Line design and preliminary engineering for alignment and stations.	O	Participate in Purple Line design and preliminary engineering for alignment and stations.
	d. Continue funding and promoting use of Shuttle-UM pass for city residents and employees. Work with DOTS to get more reliable statistics.	O	Continue funding and promoting use of Shuttle-UM pass for city residents and employees. Work with DOTS to get more reliable statistics.

Status Legend: D = Done/Completed; T = On target for completion by the end of FY2013; C = Carryover to FY 2014; and O = Ongoing.

Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Goal II: Convenient transportation options that improve local travel and manage congestion.			
Objective 2 (continued): Support development of transit options that increase convenience, accessibility, and mobility.	e. Continue to provide input and participate in the DOTS 10-year strategic plan process where possible. Encourage DOTS to work on collaboration between Shuttle-UM and other bus services.	T	
	f. Develop a city-wide bicycle plan.	C	Develop a city-wide bicycle plan.
Objective 3: Develop and implement Transportation Demand Management (TDM) strategies [on Route 1].	a. Support establishment of a Route 1 TDM District.	O	Support establishment of a Route 1 TDM District.
	b. Require developers to prepare trip reduction plans for new development.	O	Require developers to prepare trip reduction plans for new development.
	c. Seek funding for infrastructure improvements including bike trails and amenities and sidewalk construction.	O	Seek funding for infrastructure improvements including bike trails and amenities and sidewalk construction.
	d. Direct traffic to least congested arterial and connector routes with improved signage and websites.	O	Direct traffic to least congested arterial and connector routes with improved signage and websites.
Objective 4: Improve traffic, pedestrian, and bicycle safety.	a. Explore options to provide safer access to major arteries from all City neighborhoods.	C	Explore options to provide safer access to major arteries from all City neighborhoods.
Goal III: Lead the community in environmental conservation, protection, restoration, and energy efficiency.			
Objective 1: Implement strategies to improve energy efficiency and reduce greenhouse gas emissions.	a. Complete community emissions inventory. Develop and implement an action plan.	T&C	Develop and implement a community emissions action plan as part of the Sustainable Maryland Certified Green Team.
	b. Establish a LEED-based sustainability standard for new development projects within the City jurisdiction.	C	Establish a LEED-based sustainability standard for new development projects within the City jurisdiction.
	c. Promote greater use of car pooling and public transit by City staff.	O	Promote greater use of car pooling and public transit by city staff.

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Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Goal III: Lead the community in environmental conservation, protection, restoration, and energy efficiency.			
Objective 1 (cont.): Implement strategies to improve energy efficiency and reduce greenhouse gas emissions.	d. Encourage greater City staff participation in energy efficient practices.	O	Encourage greater city staff participation in energy efficient practices.
	e. Pursue other grant resources to support activities addressing energy efficiency.	O	Pursue other grant resources to support activities addressing energy efficiency.
	f. Continue to pursue legislation for a home energy loan program for residents to make energy efficiency improvements. If legislation passes, pursue development of the program.	O	Continue to pursue legislation for a home energy loan program for residents to make energy efficiency improvements. If legislation passes, pursue development of the program.
	g. Obtain certification as a sustainable city through the Sustainable Maryland Certified program.	T	
Objective 2: Develop strategies to effectively manage local water resources and storm water runoff.	a. Review site plans for developer compliance with new storm water regulations.	O	Review site plans for developer compliance with new storm water regulations.
	b. Incorporate best practices for storm water management into all City projects to the extent feasible.	O	Incorporate best practices for storm water management into all City projects to the extent feasible.
	c. Encourage reduction of impervious surfaces in public and private property.	O	Encourage reduction of impervious surfaces in public and private property.
	d. Work with the Prince George's Police and develop educational materials to discourage illegal dumping and enforce anti-dumping laws in the City.	O	Work with the Prince George's Police and develop educational materials to discourage illegal dumping and enforce anti-dumping laws in the City.
Objective 3: Increase and enhance parks and green spaces.	a. Develop a citywide parks and recreational facility inventory in preparation for future improvements and new green spaces.	C	Develop a citywide parks and recreational facility inventory in preparation for future improvements and new green spaces.
	b. Prepare plan for the Hollywood Gateway Park with community input.	T	
	c. Proceed with construction phasing of Duvall Field renovation with community input.	C \$	Proceed with construction phasing of Duvall Field renovation with community input.

Status Legend: D = Done/Completed; T = On target for completion by the end of FY2013; C = Carryover to FY 2014; and O = Ongoing.

Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Objective 4: Divert waste from landfills by continuing to increase participation in reduce/reuse/recycle programs.	a. Plan and execute public education program to promote recycling, with a focus on newly accepted recyclables.	O	Plan and execute public education program to promote recycling, with a focus on newly accepted recyclables.
	b. Promote increased business participation in recycling.	O	Promote increased business participation in recycling.
Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.			
Objective 1: Effectively and fairly enforce city and county codes and ordinances.	a. Assess the effectiveness and consistency of citywide Code Enforcement by using national standards.	T	
Objective 2: Increase the rate of home ownership.	a. Cultivate relationships with residential realtors to increase their knowledge of College Park's assets and positive attributes.	O	Cultivate relationships with residential realtors to increase their knowledge of College Park's assets and positive attributes.
	b. Implement the marketing plan as proposed to promote the City's assets as identified by the consultant through Phase I of this project.	T	
Objective 3: Preserve and promote neighborhood resources that build a sense of community for all residents.	a. Hold a third annual College Park Day and develop strategies to make it a sustainable program.	D	
	b. Work with the City Farmers' Market Committee to pursue increased availability of local and/or organic options at the Downtown Farmers' Market.	T	
	c. Explore the possibility of creating a north College Park Farmers' Market.	C	Explore the possibility of creating a north College Park Farmers' Market.
Goal V: Expand the local economy and tax base with socially responsible development.			
Objective 1: Encourage revitalization of the Route 1 corridor consistent with the desires and needs of the local community.	a. Develop and track inventory of sites available for rent and redevelopment.	O	Develop and track inventory of sites available for rent and redevelopment.
	b. Work with developers to help identify businesses for new retail space.	O	Work with developers to help identify businesses for new retail space.

Status Legend: D = Done/Completed; T = On target for completion by the end of FY2013; C = Carryover to FY 2014; and O = Ongoing.

Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Goal V: Expand the local economy and tax base with socially responsible development.			
Objective 1 (cont.): Encourage revitalization of the Route 1 corridor consistent with the desires and needs of the local community.	c. Pursue Tax Increment Financing (TIF) to support public infrastructure improvements associated with new development.	C	Pursue Tax Increment Financing (TIF) to support public infrastructure improvements associated with new development.
	d. Review options for addressing paid parking on Berwyn House Road.	D	
Objective 2: Encourage revitalization of the Hollywood Commercial District.	a. Develop a streetscape design plan with community involvement (residents, businesses, and local property owners).	C	Develop a streetscape design plan with community involvement.
	b. Advocate for the FY 2016 M-NCPPC funding to be moved to FY 2013 or FY 2014 for a feasibility study for construction of a community center in north College Park.	T	
	c. Continue to work with business owners interested in forming a Hollywood Merchants association or other type of support network.	C	Continue to work with business owners interested in forming a Hollywood Merchants association or other type of support network.
Objective 3: Support and attract diverse locally-owned high-quality retail and restaurant businesses with unique character and a commitment to local quality of life.	a. Identify and promote available commercial space to prospective tenants.	O	Identify and promote available space to prospective tenants.
	b. Market downtown College Park as a destination location.	O	Market downtown College Park as a destination location.
	c. Expand the sign grant program to include façade improvements.	C \$	Expand the sign grant program to include façade improvements.
	d. Review and establish City priorities in relation to the East Campus development.	T	
	e. Work with local business owners to assess the effectiveness of the pilot summer parking program through any metrics possible.	D	

Status Legend: D = Done/Completed; T = On target for completion by the end of FY2013; C = Carryover to FY 2014; and O = Ongoing.

Strategic Plan Goal and Objective	FY 2013 Action Plan Action Items	Status	FY 2014 Action Plan Items
Goal V: Expand the local economy and tax base with socially responsible development.			
Objective 4: Increase the diversity of job opportunities.	a. Encourage University incubator businesses to remain in College Park by marketing suitable available space.	O	Encourage University incubator businesses to remain in College Park by marketing suitable available space.
	b. Work with Small Business Development Center to provide support to existing business owners and encourage entrepreneurs to locate in College Park.	O	Work with Small Business Development Center to provide support to existing business owners and encourage entrepreneurs to locate in College Park.
Objective 5: Increase the diversity of available quality housing.	a. Identify developers to build corridor infill housing consistent with the Route 1 Corridor Sector Plan.	C	Identify developers to build corridor infill housing consistent with the Route 1 Corridor Sector Plan.
	b. Encourage affordable graduate student housing in early phase of East Campus development and encourage future developers to set aside a certain percentage of housing for graduate students in other project opportunities.	O?	Encourage affordable graduate student housing in early phase of East Campus development and encourage future developers to set aside a certain percentage of housing for graduate students in other project opportunities.
Objective 6: Facilitate development in the College Park Metro Station area.	a. Work with WMATA on joint development projects.	O	Work with WMATA on joint development projects.
	b. Market public property in the Transit District Overlay Zone to the private sector.	O	Market public property in the Transit District Overlay Zone to the private sector.
Objective 7: Encourage revitalization of the Berwyn Commercial District.	a. Evaluate Berwyn Commercial District zoning and consider expanding usage.	O	Evaluate Berwyn Commercial District zoning and consider expanding usage.
	b. Settle outstanding issues related to the completion of the Berwyn portion of the College Park Trolley Trail.	O	Settle outstanding issues related to the completion of the Berwyn portion of the College Park Trolley Trail.

Status Legend: D = Done/Completed; T = On target for completion by the end of FY2013; C = Carryover to FY 2014; and O = Ongoing.

9. Green Streets Project Contract

MEMORANDUM

TO: Mayor and Council

FROM: Jonathan Brown, Planner 

THROUGH: Joseph L. Nagro, City Manager 
Terry Schum, Planning Director 

DATE: January 29, 2013

SUBJECT: Green Streets Program

ISSUE

In February of 2011, the City was awarded a \$35,000 Green Streets-Green Jobs grant from the Chesapeake Bay Trust to develop green infrastructure plans for two streets in College Park. The City proposes to ride an existing District of Columbia contract for this project and contract with the Low Impact Development Center, Inc. (LIDC) as the consultant for the project.

SUMMARY

The goal of the Green Streets – Green Jobs program is to increase attention to watershed protection through best practices in storm water management. These may include such improvements as pervious pavement, bioretention cells, rain gardens, street trees, and bioswales. An additional goal of the program is to increase the availability of projects that would attract green jobs.

The two projects funded under the city's program grant are described below:

1. Lackawanna Street between Narragansett Parkway and 53rd Avenue - \$18,500

Tasks include review of previous concept plans and reports; engineering drainage analysis; preparation of preliminary details, storm drain profiles and cross sections; and preliminary cost estimates. 30% design development drawings and specifications will be prepared to enable contactors to prepare bids and complete the design package for permit approval.

2. Rhode Island Avenue between Greenbelt Road and Tecumseh Street - \$16,500

Tasks include developing a preliminary schematic design, cross sections and profiles and a final design concept including hydraulic analysis and projected water quality benefits of the project. A cost/benefit and value engineering analysis will also be conducted.

RECOMMENDATION

Staff recommends awarding a contract to LIDC for consulting services under the Green Streets – Green Jobs grant in the amount of \$35,000. The District of Columbia contract being utilized for this award is referenced as # DCKA-2010-T-0057. This project is shown in the Capital Improvement Program budget as project # 113004.

ATTACHMENTS:

1. LIDC Scope of Services
2. Contract

The Low Impact Development Center, Inc.

A Non-Profit Organization Dedicated to Balancing Growth and Environmental Integrity

5000 Sunnyside Avenue, Suite 100
Beltsville, Maryland 20705

Telephone (301) 982-5559

Fax (301) 982-9305

ATTACHMENT 1

Scope of Services

Lackawanna Street

College Park: Green Streets-Green Jobs

July 9, 2012

The following is our proposed scope of services for the preparation and submission of Thirty percent (30%) Design Development drawings and specifications for the City of College Park Green streets-Green Jobs projects at Lackawanna Street between Narragansett Parkway and 53rd Avenue. It is our understanding that the purpose of this project is to develop design drawings and specifications to the level of detail that is sufficient to obtain bids for a potential design/build project for the construction of Green Street improvements. The improvements are identified in the Chesapeake Bay Trust Grant in Attachment A. The design development documents and specifications will be prepared in accordance with the standards and practices of the City of College Park Procurement and Public Works departments. Our work will be based on available City of College Park utility information of record. It is our understanding that there are existing topographic, boundary, and utility surveys in CADD format that are available for the use of this project and preliminary Low Impact Development (LID) designs. Our proposed project schedule and payment schedule are included in Exhibit A. Our proposed work is as follows:

Task One: Assessment of Existing Conditions and Previous Work

The LID Center will review the previous concept plans, existing survey plans, City master plans, soils and geotechnical reports, and utility information in order to determine any potential constraints or special conditions that must be addressed in the design. The Center will prepare an assessment report for review and comment by the Department of Planning, Community and Economic Development, and City staff.

Task Two: Fifteen Percent Design Development Drawings and Specifications

The Center will perform engineering drainage analysis; prepare preliminary details, storm drain profiles, and preliminary cross sections that will be used to verify and refine the concept designs. A list of guide specifications and a list of cost elements and projected unit costs that are based on previous bid prices from the City or other local costs will be prepared for review and approval. A Design Development report will be submitted to the City.

Task Three: Thirty Percent Design Development Drawings and Specifications

The Center will develop a technical design package that can be used in to procure design/build services for the construction of the project. This will include, but is not limited to, preliminary cross sections, details, and profiles of drainage a street infrastructure. A drainage report and guide specifications will be prepared. A preliminary opinion of cost will also be prepared. The level of detail will be sufficient for contractors to verify the design elements, prepare bids, and complete the design package for permit approval.

Exhibit A
Project Schedule and Payment Schedule
Lackawanna Street

Table One: Project Schedule

Task	Projected Date (weeks) from Notice to Proceed
Task One: Assessment and Project Kick off	4
Task One Review (City of College Park)	6
Task Two: 15 Percent Design	10
Task Two Review (City of College Park)	12
Task Three: 30 Percent Design	16
Task Three Review (City of College Park)	18
Final Comments and Project Close Out	21

Deliverables and Payment Schedule:

Task One and Two: 30% payment

Task Three: 80% payment

Project Closeout: 100% payment

The Low Impact Development Center, Inc.

A Non-Profit Organization Dedicated to Balancing Growth and Environmental Integrity

5000 Sunnyside Avenue, Suite 100
Beltsville, Maryland 20705

Telephone (301) 982-5559
Fax (301) 982-9305

Scope of Services Rhode Island Avenue College Park: Green Streets-Green Jobs July 9, 2012

The following is our proposed scope of services for the preparation and submission of a Green Streets Concept Design for the City of College Park Green Streets-Green Jobs Chesapeake Bay Trust Grant for Rhode Island Avenue. It is our understanding that the purpose of this project is to Concept Designs and a Preliminary Opinion of Costs that can be used to determine the engineering and cost feasibility of the project and to gain public support for the effort. A detailed description of the project intent is in the Chesapeake Bay Trust Grant Description that is identified in Attachment A. The Concept design will be prepared in accordance with the City of College Park Planning and Public Works standards and practices. Our work will be based on available City of College Park utility information of record. It is our understanding that there are existing topographic, boundary, and utility surveys in CADD format that are available for the use of this project and preliminary Low Impact Development (LID) designs. Our proposed project schedule and payment schedule are included in Exhibit A. Our proposed work is as follows:

Task One: Assessment of Existing Conditions

The LID Center will review City master plans, soils and geotechnical reports, existing engineering drawings and utility information in order to determine any potential constraints or special conditions that must be addressed in the design. This will include site visits and photographic surveys of the project. The Center will prepare an assessment report for review and comment by the Department of Planning, Community and Economic Development, and City staff.

Task Two: Preliminary Concept Design

The Center will perform engineering drainage analysis and prepare preliminary details for the project. This will include a schematic design and preliminary cross sections. A list of guide specifications and a preliminary opinion of cost will be prepared. A Concept Design report will be submitted to the City.

Task Three: Concept Design Development

The Center will develop a Concept Design. The design package will include preliminary hydrologic and hydraulic analysis and the projected water quality benefits of the project. Preliminary details, cross-sections, and profiles will be developed. Alternatives and Additive design concepts will be included where appropriate. A cost/benefit and value engineering analysis will be conducted using the concept details, guide specifications, and City of College Park or other relevant cost data. The design will also be benchmarked using the Envision™ rating system. The information will be presented to the City staff for review and comment. A design report will then be submitted to the City Staff. The Center will prepare exhibits and renderings on the plan for presentation at a public meeting. Center staff will attend One (1) community meeting.

Task Four: Final Concept Plan

The Center will prepare a detailed Concept Plan report. This will include the final Concept Plan and any revised plans, details, and supporting information that is required from Staff comments and the public meetings identified in Task Three: Concept Design Development. A final design report will be submitted to the City for review and approval.

Exhibit A
 Project Schedule and Payment Schedule
 Rhode Island Parkway

Table One: Project Schedule

Task	Projected Date (weeks) from Notice to Proceed
Task One: Assessment and Project Kick off	6
Task One Review (City of College Park)	8
Task Two: Preliminary Concept Design	12
Task Two Review (City of College Park)	14
Task Three: Concept Design Development	18
Task Three Review (City of College Park)	20
Task Four: Final Concept Plan	23
Final Comments and Project Close Out	25

Deliverables and Payment Schedule:

Task One and Two: 30% payment
 Task Three: 70% payment
 Task Four: 90% payment
 Project Closeout: 100% payment

DRAFT
CONTRACTOR AGREEMENT

THIS CONTRACTOR'S AGREEMENT (the "Agreement") is made this ____ day of _____, 2013, by and between THE CITY OF COLLEGE PARK (the "City"), a municipal corporation of the State of Maryland, whose address is 4500 Knox Road, College Park, Maryland 20740 and The Low Impact Development Center, Inc., 5000 Powder Mill Road, Suite 100, Beltsville, MD 20705 hereinafter referred to as "Contractor," whose address is 3801 Ironwood Place, Landover, MD 20785.

WHEREAS, the City has received a grant through the Green Streets-Green Jobs Initiative of the Watershed Assistance Grant Program to provide for 30% design plans for the Lackawanna Street Project between Narragansett Parkway and 53rd Avenue based on the City's conceptual plan for resolution of drainage issues, such as installation of runoff infiltration gardens and other urban infrastructure best management practices, and the conceptual design plans for reconstruction of Rhode Island Avenue between Tecumseh Street and Greenbelt Road as a "Green Street"; and

WHEREAS, the Contractor was a successful bidder on District of Columbia Contract Bid #DCKA-2010-T-0057 issued by the District of Columbia, an agency with purchasing policies comparable to the City's, in 2010 and extended in 2011, for provision of roadway design, and environmental engineering, investigations and studies; and

WHEREAS, pursuant to §69-2(B) of the College Park Code, the City is authorized to join in a contract accepted by another local government or agency with purchasing policies comparable to those of the City; and

WHEREAS, the contractor services included in Contract Bid DCKA-2010-T-0057 are responsive to the needs of the City for purposes of obtaining the 30% design plans for the

Lackawanna Street Project between Narragansett Parkway and 53rd Avenue and the conceptual design plans for reconstruction of Rhode Island Avenue between Tecumseh Street and Greenbelt Road; and

WHEREAS, the Contractor has indicated a willingness to contract with the City at the same hourly rates included in Contract Bid DCKA-2010-T-0057; and

WHEREAS, Contractor desires to act for the City as an independent Contractor to provide 30% design plans for the Lackawanna Street Project between Narragansett Parkway and 53rd Avenue and the conceptual design plans for reconstruction of Rhode Island Avenue between Tecumseh Street and Greenbelt Road; and

WHEREAS, the City desires that the Contractor provide such services.

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

1. **Appointment.** The City hereby engages Contractor, as an independent contractor and not as an agent or employee of the City, to provide 30% design plans for the Lackawanna Street Project between Narragansett Parkway and 53rd Avenue based on the City's conceptual plan for resolution of drainage issues, such as installation of runoff infiltration gardens and other urban infrastructure best management practices, and the conceptual design plans for reconstruction of Rhode Island Avenue between Tecumseh Street and Greenbelt Road as a "Green Street", and Contractor hereby accepts such work, subject to the terms and provisions of this Agreement. The appointment of, and award of contract to, the Contractor is subject to approval of the Chesapeake Bay Trust.

2. **Scope of Services.** Pursuant to the Agreement, the Contractor agrees to

furnish all the material and perform all of the work in compliance with the requirements and standards contained in the Contract Documents, as defined herein. All work shall be performed in accordance with the standards in the industry. The following Contractor services are included as part of this Agreement: To provide to the City 30% design plans for the Lackawanna Street Project between Narragansett Parkway and 53rd Avenue and the conceptual design plans for reconstruction of Rhode Island Avenue between Tecumseh Street and Greenbelt Road as per specifications in the Proposals from the Contractor dated July 9, 2012, attached hereto as Exhibits A and B and incorporated herein by reference as if fully set forth.

3. **Dates of Work.** The Contractor agrees to commence work within five days of notice to proceed. The work under this contract shall be completed on or before *****. It is understood by the parties hereto that time is of the essence in the completion of the services under this contract.

4. **Contract Price.** The City agrees to pay the Contractor, as consideration for the Contractor's satisfactory performance of all obligations under this Agreement, a sum not to exceed \$35,000.00, which shall include all incidental costs. Contract time shall be billed based on the cost per hour services reflected in attached Exhibit C. Payment shall be based on delivery by task, pursuant to the schedule included in Exhibits A and B. Invoices will be paid after approval by the City's Finance Director. All invoices shall be forwarded to the following address:

City of College Park
Finance Office
4500 Knox Road
College Park, MD 20740

In no event shall the amount billed by the Contractor exceed that amount attributed to the work completed as of the date of the bill or the full contract price. Contractor shall provide those

financial records required by the City to comply with the Green Streets-Green Jobs Initiative requirements.

5. **Contract Documents.** This Agreement and the following enumerated documents, which are incorporated by reference as if fully set forth herein, form the contract and are termed the Contract Documents:

- a. Exhibit A Scope of Services dated July 9, 2012.
- b. Exhibit B Scope of Services dated July 9, 2012.
- c. Exhibit C District of Columbia Contract Bid DCKA-2010-T-0057 fully loaded hourly rates;
- d. Exhibit D Grant Agreement between the Chesapeake Bay Trust and the City of College Park, dated February 28, 2011, and attachments.
- e. Required affidavits.

In the event any term of the foregoing documents conflicts with the terms of this Agreement, this Agreement shall prevail. Any reference in the foregoing documents to the District of Columbia shall be read as referencing the City of College Park. It is understood by the parties hereto that they will be governed by the terms and conditions of District of Columbia Contract Bid #DCKT-2011-B-0134 as modified by this Agreement. In the event of an inconsistency between the Contract Bid and this Agreement, the terms of this Agreement shall take precedence.

6. **Other Payments; Expenses; Taxes.** The City will not be responsible for any cost or expenses of operation of any kind associated with Contractor's provision of services pursuant to this Agreement, except as set out herein. Contractor shall be entitled to no fees, bonuses, contingent payments, or any other amount in connection with the services to be rendered hereunder except as set out herein. The parties hereto further agree that the City shall have no obligation to reimburse,

pay directly or otherwise satisfy any expenses of the Contractor in connection with the performance of his obligations under this Agreement, except as set out herein.

It is expressly understood and acknowledged by the parties hereto that the fees payable hereunder shall be paid in the gross amount, without reduction for any Federal or State withholding or other payroll taxes, or any other governmental taxes or charges. The parties hereto further recognize that Contractor, as an independent Contractor of the City, is responsible for directly assuming and remitting any applicable Federal or State withholding taxes, estimated tax payments, Social Security payments, unemployment compensation payments, and any other fees, taxes, and expenses whatsoever. In the event that Contractor is deemed not to be an independent Contractor by any local, state or federal governmental agency, Contractor agrees to indemnify and hold harmless the City for any and all fees, costs and expenses, including, but not limited to, attorneys fees incurred thereby.

7. **Insurance.** Contractor will purchase and maintain during the entire term of this Agreement, comprehensive general liability insurance, professional errors and omissions insurance, and workers' compensation insurance with limits of not less than those set forth below. On the general liability and automobile liability coverage, Contractor will name the City of College Park as an additional insured.

A. Comprehensive General Liability Insurance

- (1) Personal injury liability insurance with a limit of \$1,000,000 each occurrence/aggregate;
- (2) Property damage liability insurance with limits of \$500,000.00 each occurrence/aggregate.

All insurance shall include completed operations and contractual liability coverage.

B. Automobile Liability Coverage Automobile fleet insurance \$1,000,000.00 for each occurrence/ aggregate; property damage - \$500,000.00 for each occurrence/aggregate.)

C. Workers' Compensation Insurance. Contractor shall comply with the requirements and benefits established by the State of Maryland for the provision of Workers' Compensation insurance. The City will deduct a predetermined percentage of each payment to any Contractor who has failed to provide a Certificate of Insurance for Workers' Compensation, in order to defray coverage costs of the City. This percentage is subject to change. The Contractor will be provided notification of any change. All Corporations are required to provide Workers' Compensation Certificates of Insurance.

Contractor covenants to maintain insurance, in these amounts, which will insure all activities undertaken by Contractor on behalf of the City under this Agreement and will name the City as an insured under such policy, except the workers compensation coverage. Copies of the certificates of insurance for all required coverage shall be furnished to the City prior to beginning work.

Provision of any insurance required herein does not relieve Contractor of any of the responsibilities or obligations assumed by the Contractor in the contract awarded, or for which the Contractor may be liable by law or otherwise. Provision of such insurance is not intended in any way to waive the City's immunities or any damage limits applicable to municipal government as provided by law.

8. Indemnification. The Contractor shall indemnify and save harmless the City, its officers, employees and agents, from all suits, actions and damages or costs of every kind and description, including attorneys fees, arising directly or indirectly out of the performance of the contract, whether caused by the negligent or intentional act or omission on the part of the Contractor, its agents, servants, employees and subcontractors.

9. **Licenses, Applicable Laws.** Contractor will be responsible for obtaining any and all licenses pertaining to performance of work under the Agreement. All services and materials provided by Contractor shall conform to all applicable laws and regulations.

10. **Materials and Standard of Work.** All work performed and material provided pursuant to this Agreement shall be in conformance with standards and specifications applicable in the industry. All work shall be performed in a neat and workmanlike manner by trained and experienced personnel. Defective or unsuitable workmanship shall be rejected and shall be made good by the Contractor at Contractor's expense, notwithstanding that such deficiencies have been previously accepted or were due to no fault of the Contractor.

11. **Subcontracting.** The Contractor may not subcontract any other work required under this Agreement without the consent of the City. If the Contractor wishes to subcontract any of the said work, it must provide subcontractor names, addresses, and telephone numbers and a description of the work to be done. The Contractor is not relieved of primary responsibility for full and complete performance of any work identified to the subcontractor. There shall be no contractual relationship between the City and the subcontractor.

12. **Accurate Information.** The Contractor certifies that all information provided in response to the invitation to bid or other requests for information is true and correct. Any false or misleading information is grounds for the City to reject the bid and terminate this contract.

13. **Errors in Specifications.** The Contractor shall take no advantage of any error or omission in the specifications. The City shall make such corrections and interpretations as may be deemed necessary and that decision shall be final.

14. **Construction and Legal Effect.** This Agreement, including all Contract Documents, constitutes the entire understanding between the parties. No modification or addition to this Agreement shall have any effect unless made in writing and signed by both parties hereto.

15. **No Assignment.** This Agreement shall not be assigned or transferred by Contractor, whether by operation of law or in any other manner, without prior consent in writing from the City. In the event of insolvency of either party, this Agreement shall terminate immediately at the election of the other party.

16. **Relief.** The Contractor recognizes the substantial and immediate harm that a breach or threatened breach of this Agreement will impose upon the City, and further recognizes that in such event monetary damages may be available to the City. Accordingly, in the event of a breach or threatened breach of this Agreement, Contractor consents to the City's entitlement to seek preliminary, interlocutory, temporary or permanent injunctive, or any other equitable relief, protecting and fully enforcing the City's rights hereunder and preventing the Contractor from further breaching any of its obligations set forth herein. Nothing herein shall be construed as prohibiting the City from pursuing any other remedies available to the City at law or in equity for such breach or threatened breach, including the recovery of damages from Contractor.

17. **Termination for Default.** Notwithstanding anything to the contrary herein, this Agreement may be terminated upon the failure of the Contractor to deliver work, supplies, materials or services in a timely manner, to correct defective work or materials, to act in good faith, or to carry out the work in accordance with contract documents, each of which shall constitute a breach of this Agreement. In such event, the City may give notice to the Contractor to cease work until the cause for such order has been eliminated. Should the Contractor fail to correct such default within

24 hours after receipt of notification, the City may terminate this Agreement. This provision shall not limit the City in exercising any other rights or remedies it may have.

18. Termination for Convenience. The performance of work or delivery of services under this Agreement may be terminated in whole or in part at any time upon written notice when the City determines that such termination is in its best interest. The City will be liable only for labor, materials, goods, and services furnished prior to the effective date of such termination.

19. Notices. All notices shall be sufficient if delivered in person or sent by certified mail to the parties at the following addresses:

Joseph L Nagro
City Manager
4500 Knox Road
College Park, MD 20740

Mark Gibson
Vice President, Sales
Johnson Truck Center, LLC
3801 Ironwood Place
Landover, MD 20785

20. Costs. In the event of any breach or failure by a party to fulfill any term, covenant or provision of this Agreement, the breaching party shall be responsible for any and all costs and expenses, including reasonable attorneys' fees, incurred on account of such breach.

21. Enforcement Provisions. The failure of the City or Contractor, at any time, to enforce any of the provisions of this Agreement, or any right with respect thereto, will in no way be construed to be a waiver of such provisions or right, or in any way to affect the validity of this Agreement. The exercise by either party of any rights under this Agreement shall not preclude or prejudice the subsequent exercise of the same or any other rights under this Agreement.

22. **Governing Law.** This Agreement shall be governed by the laws of the State of Maryland, excluding its conflict of law rules, as if this Agreement were made and to be performed entirely within the State of Maryland.

23. **Severability.** If any term or provision of this Agreement shall be held invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be enforced to the fullest extent permitted by law.

24. **Set-Off.** In the event that Contractor shall owe an obligation of any type whatsoever to the City at any time during the term hereof or after termination of the relationship created hereunder, the City shall have the right to offset any amount so owed by the Contractor against any compensation due the Contractor from the City.

25. Grant Requirements. The requirements set out in the Grant Agreement between the Chesapeake Bay Trust and the City of College Park, and attachments, which are attached hereto as Exhibit C and incorporated herein by reference, are applicable to this contract. Contractor certifies that it is a Disadvantaged Business Entity and that it will retain that status throughout the course of the contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement under seal the day and year first above written.

ATTEST:

THE CITY OF COLLEGE PARK, MARYLAND

Janeen S. Miller, City Clerk

By: _____
Joseph L. Nagro, City Manager

WITNESS:

THE LOW IMPACT DEVELOPMENT
CENTER, INC.

By: _____

Name:

Title:

APPROVED AS FORM AND TO LEGAL SUFFICIENCY:

Suellen M. Ferguson
City Attorney

10. Letter of Support

DRAFT

Raymond A. Skinner, Secretary
Maryland Department of Housing and Community Development
100 Community Place
Crownsville, Maryland 21032

Subject: New Headquarters Building

Dear Mr. Skinner:

The City of College Park submits this letter in support of the University of Maryland's response to your Request for Proposals to locate a new Maryland Department of Housing and Community Development (DHCD) headquarters facility. The proposed location at the M Square Research Park is a premier site within a 10 minute walk of the College Park-University of Maryland Metro Station on the green line. Also, two Purple Line stations are being planned in close proximity to this site.

The site is part of the College Park-Riverdale Transit District Overlay Zone (TDOZ) created with the adoption of a Transit District Development Plan (TDDP) in 1997. This plan established transit-oriented guidelines and standards to guide development of this 300 acre area. While some high-profile development such as the American Center for Physics, The Food and Drug Administration, the United States Department of Agriculture and the National Oceanic and Atmospheric Administration, has occurred in the TDOZ, property closest to the Metro remains vacant or underdeveloped. A catalyst project like the DHCD headquarters would be a tremendous boost to transit-oriented development in College Park and would help promote further development in the TDOZ.

A major goal of Prince George's County is to add jobs to the economy especially in areas with transit access. A decision to locate DHCD at this site would address this goal and complement other planned uses including residential, hotel and retail. In fact, this project would help provide the incentive and impetus for other planned development by providing market support and justification for these uses.

The city would be very pleased to have DHCD as a neighbor as we are a participant in many programs offered by the Department, not the least of which is the Sustainable Communities program. We urge you to take advantage of state and university investment made in the Research Park and help the City of College Park and Prince George's County fulfill its revitalization and development goals. There is great potential for future city, county and university partnerships with DHCD and we look forward to your final decision.

Sincerely,

Andrew Fellows
Mayor

11. Legislation

INFORMATIONAL REPORT

TO: Mayor and City Council
FROM: Chantal R. Cotton, Assistant to the City Manager *CR*
THROUGH: Joseph Nagro, City Manager
DATE: February 1, 2013
SUBJECT: State Legislation Update

SUMMARY

The 2013 Maryland General Assembly legislative session officially began on January 9, 2013. This session will present many bills of interest for the City, particularly in relation to speed cameras, legal notice requirements, ethics, flagging fees, and recyclables. Staff will continue to follow these subjects and bring information to the Mayor and City Council as it becomes available. Please prepare to attend hearings in Annapolis for pertinent legislation as it arises.

The bills below represent our legislative priorities and bills on which we have taken a position. The 'topics of interest' section contains legislation topics that Council requested information about.

DISCUSSION

Review the summaries below. If you would like more information about a bill, or if you would like to take a position on one of the bills in the "Topics of Interest" Section, please let me know as soon as possible.

Bill Name and Sponsor	Description and Update
HB 111 / SB 45: Maryland Consolidated Capital Bond Loan of 2006 - Prince George's County - College Park City Hall Sponsor: Delegate Joseline Peña-Melnyk and Senator Jim Rosapepe	The Appropriations Committee (chairperson: Norman Conway, Wicomico and Worcester Counties) will hold a hearing for our bill requesting an extension to our 2006 State Bond Bill funding for the City Hall project. The hearing will take place on Tuesday, February 5, 2013 at 2PM. Councilmember Catlin plans to attend the hearing with City staff.
PG 309-13: Alcoholic Beverages - City of College Park - Sales by License Holders Sponsors: Delegate Benjamin Barnes and Senator Jim Rosapepe	Councilmembers Catlin and Dennis have been working with staff to communicate with all necessary stakeholders in order to revise this bill to something that will likely pass through the Prince George's County House Delegation. We've written an amendment that changed the bill from one that would give us local authority to one that would reduce the number of feet for a restaurant to apply for an alcohol license from 1,000 to 400 feet. While we initially planned for this to be countywide, instead, the bill that makes the reduction for just commercial areas in the City of College Park. Councilmembers Catlin and Dennis will attend the hearing for the Fishnet bill (PG 309-13) with the Law Enforcement subcommittee of the Prince George's

Bill Name and Sponsor	Description and Update
	County House Delegation on Wednesday, February 6, 2013 at 8.30AM. Staff also plans to attend the legislative meeting of the PGCPs School Board on Thursday, February 7, 2013 to discuss how this bill will not impact PGCPs schools.
<p>PG 310-13: City of College Park - Alcoholic Beverages Licenses for Supermarkets</p> <p>Sponsors: Delegate Benjamin Barnes and Senator Jim Rosapepe</p>	The Alcoholic Beverage Work Group of the Prince George's County House Delegation submitted recommendations in November 2012 which stated that they supported the concept of allowing new licenses for stores but only under certain criteria, one of which includes the fact that licenses should be considered on a case-by-case basis for specific establishments that have committed to locating in the area. Staff continues to meet with Delegates and other stakeholders about this bill.
<p>School Impact Fees: No bill number yet</p> <p>Sponsor: Delegate Barbara Frush and Senator Jim Rosapepe</p>	The City seeks to remove certain zones from the school surcharge impact fee exemption area. The bill has been requested and staff is following up to get the bill number.
<p>PG 401-13: Prince George's County – Authority to Impose Fees for Use of Disposable Bags</p> <p>Sponsor: Delegate Barbara Frush and Senator Paul Pinsky</p>	<p>The bill (Attachment 1) enables the County to impose a fee for plastic and paper bags in the County. The fee would apply to establishments that provide disposable bags to its customers as a result of the sale of a product.</p> <p>The Prince George's County House Delegation held a hearing on this bill in December 2012. No other updates thus far.</p>

Topics of Interest:

Topic	More Information and Current Status
<p>Hydraulic Fracturing:</p> <p>HB 337 (SB 514): Natural Gas – Hydraulic Fracturing – Prohibition (Attachment 2)</p> <p>HB 341 (SB 513): Environment – Hydraulic Fracturing Wastewater – Prohibited Acts (Attachment 3)</p> <p>Sponsor: Delegate Shane Robinson (Montgomery County) and Senator Karen Montgomery (Montgomery County)</p>	<p>HB 337/SB 514 would amend Section 14-107.1 of the Environment Article of the Annotated Code of Maryland to prohibit hydraulic fracturing of a well for the exploration of natural gas in the State of Maryland. It also defines hydraulic fracturing (fracking, hydrofracking).</p> <p>HB 341/SB 513 would amend Section 9-293 of the Environment Article of the Annotated Code of Maryland to prohibit in the State of Maryland, the flow back of wastewater with hydraulic fracturing chemicals in it.</p> <p>No hearing date set yet for either bill.</p>

ATTACHMENTS

- Attachment 1: PG 402-12 – Disposable Bags Bill
- Attachment 2: HB 337 – Natural Gas – Hydraulic Fracturing – Prohibition
- Attachment 3: HB 341 – Environment – Hydraulic Fracturing Wastewater – Prohibited Acts

PRINCE GEORGE'S CO. DELEGATION

ATTACHMENT 1

L2, M3
HB 895/12 – ENV

3lr0389

Bill No.: _____

Requested: _____

Committee: _____

Drafted by: Carter

Typed by: Alan

Stored – 10/11/12

Proofread by _____

Checked by _____

By: Prince George's County Delegation

(Requested by Delegate Barbara Frush and
Senator Paul Pinsky)

A BILL ENTITLED

1 AN ACT concerning

2 Prince George's County – Authority to Impose Fees for Use of Disposable
3 Bags

4 PG 401-13

5 FOR the purpose of authorizing Prince George's County to impose, by law, a fee on
6 certain retail establishments for use of disposable bags as part of a retail sale of
7 products; defining certain terms; and generally relating to the authority for
8 Prince George's County to impose a fee for use of disposable bags.

9 BY adding to

10 Article 24 – Political Subdivisions – Miscellaneous Provisions

11 Section 25-101 to be under the new title “Title 25. Fees for Use of Disposable
12 Bags in Prince George's County”

13 Annotated Code of Maryland

14 (2011 Replacement Volume and 2012 Supplement)

15 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF
16 MARYLAND, That the Laws of Maryland read as follows:

17 Article 24 – Political Subdivisions – Miscellaneous Provisions

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 TITLE 25. FEES FOR USE OF DISPOSABLE BAGS IN PRINCE GEORGE'S COUNTY.

2 25-101.

3 (A) THIS SECTION APPLIES ONLY IN PRINCE GEORGE'S COUNTY.

4 (B) (1) IN THIS SECTION THE FOLLOWING WORDS HAVE THE
5 MEANINGS INDICATED.

6 (2) (I) "DISPOSABLE BAG" MEANS A PAPER OR PLASTIC BAG
7 PROVIDED BY A STORE TO A CUSTOMER AT THE POINT OF SALE.

8 (II) "DISPOSABLE BAG" DOES NOT INCLUDE:

9 1. A DURABLE PLASTIC BAG WITH HANDLES THAT IS
10 AT LEAST 2.25 MILS THICK AND IS DESIGNED AND MANUFACTURED FOR
11 MULTIPLE REUSE;

12 2. A BAG USED TO:

13 A. PACKAGE BULK ITEMS, INCLUDING FRUIT,
14 VEGETABLES, NUTS, GRAINS, CANDY, OR SMALL HARDWARE ITEMS;

15 B. CONTAIN OR WRAP FROZEN FOODS, MEAT, OR
16 FISH, WHETHER PREPACKAGED OR NOT;

17 C. CONTAIN OR WRAP FLOWERS, POTTED PLANTS,
18 OR OTHER DAMP ITEMS;

19 D. CONTAIN UNWRAPPED PREPARED FOODS OR
20 BAKERY GOODS; OR

21 E. CONTAIN A NEWSPAPER OR DRY CLEANING;

22 3. A BAG PROVIDED BY A PHARMACIST TO CONTAIN
23 PRESCRIPTION DRUGS;

1 4. PLASTIC BAGS SOLD IN PACKAGES CONTAINING
2 MULTIPLE PLASTIC BAGS INTENDED FOR USE AS GARBAGE, PET WASTE, OR
3 YARD WASTE BAGS; AND

4 5. A BAG THAT A RESTAURANT PROVIDES TO A
5 CUSTOMER TO TAKE FOOD OR DRINK AWAY FROM THE RESTAURANT.

6 (3) “STORE” MEANS A RETAIL ESTABLISHMENT THAT PROVIDES
7 DISPOSABLE BAGS TO ITS CUSTOMERS AS A RESULT OF THE SALE OF A
8 PRODUCT.

9 (C) THE COUNTY MAY IMPOSE, BY LAW, A FEE ON A STORE FOR THE USE
10 OF DISPOSABLE BAGS AS A PART OF A RETAIL SALE OF PRODUCTS.

11 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
12 October 1, 2013.

HOUSE BILL 337 (SB 514)

M3, M1

3lr0445
CF 3lr0455

By: Delegates S. Robinson, Barkley, Beidle, Bobo, Carr, Frush, Gutierrez,
Hubbard, Hucker, Ivey, A. Kelly, Lee, Luedtke, Morhaim, Murphy,
Nathan-Pulliam, Oaks, Pena-Melnyk, Reznik, B. Robinson,
Waldstreicher, M. Washington, and Wilson

Introduced and read first time: January 25, 2013

Assigned to: Environmental Matters

A BILL ENTITLED

1 AN ACT concerning

2 **Natural Gas – Hydraulic Fracturing – Prohibition**

3 FOR the purpose of prohibiting a person from engaging in the hydraulic fracturing of a
4 well for the exploration or production of natural gas in the State; defining a
5 certain term; and generally relating to hydraulic fracturing for the exploration
6 or production of natural gas.

7 BY adding to
8 Article – Environment
9 Section 14–107.1
10 Annotated Code of Maryland
11 (2007 Replacement Volume and 2012 Supplement)

12 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF
13 MARYLAND, That the Laws of Maryland read as follows:

14 **Article – Environment**

15 **14–107.1.**

16 (A) (1) IN THIS SECTION, “HYDRAULIC FRACTURING” MEANS A
17 DRILLING TECHNIQUE THAT EXPANDS EXISTING FRACTURES OR CREATES NEW
18 FRACTURES IN ROCK BY INJECTING FLUIDS, OFTEN A MIXTURE OF WATER AND
19 CHEMICALS, SAND, OR OTHER SUBSTANCES, AND OFTEN UNDER PRESSURE,
20 INTO OR UNDERNEATH THE SURFACE OF THE ROCK FOR PURPOSES THAT
21 INCLUDE WELL DRILLING AND THE EXPLORATION OR PRODUCTION OF NATURAL
22 GAS.

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



1 (2) "HYDRAULIC FRACTURING" INCLUDES:

2 (I) FRACKING;

3 (II) HYDROFRACKING; AND

4 (III) HYDROFRACTURING.

5 (B) A PERSON MAY NOT ENGAGE IN THE HYDRAULIC FRACTURING OF A
6 WELL FOR THE EXPLORATION OR PRODUCTION OF NATURAL GAS IN THE STATE.

7 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
8 October 1, 2013.

HOUSE BILL 341 (SB 513)

M3
HB 296/12 – ENV

3lr0444
CF 3lr1911

By: Delegates S. Robinson, Hucker, Arora, Barkley, Beidle, Bobo, Cardin, Carr, Conaway, Frush, Gilchrist, Gutierrez, Hubbard, Ivey, A. Kelly, Lafferty, Lee, Luedtke, Morhaim, Murphy, Nathan-Pulliam, Niemann, Oaks, Pena-Melnyk, Reznik, B. Robinson, Stein, Waldstreicher, M. Washington, and Wilson

Introduced and read first time: January 25, 2013
Assigned to: Environmental Matters

A BILL ENTITLED

1 AN ACT concerning

2 **Environment – Hydraulic Fracturing Wastewater – Prohibited Acts**

3 FOR the purpose of prohibiting a person from storing, treating, discharging, or
4 disposing of, in the State, certain wastewater resulting from hydraulic
5 fracturing; defining certain terms; and generally relating to wastewater from
6 hydraulic fracturing.

7 BY adding to

8 Article – Environment

9 Section 9–293 to be under the new part “Part IX. Hydraulic Fracturing
10 Wastewater”

11 Annotated Code of Maryland

12 (2007 Replacement Volume and 2012 Supplement)

13 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF
14 MARYLAND, That the Laws of Maryland read as follows:

15 **Article – Environment**

16 **9–291. RESERVED.**

17 **9–292. RESERVED.**

18 **PART IX. HYDRAULIC FRACTURING WASTEWATER.**

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.
[Brackets] indicate matter deleted from existing law.



1 9-293.

2 (A) (1) IN THIS SECTION THE FOLLOWING WORDS HAVE THE
3 MEANINGS INDICATED.

4 (2) "FLOW BACK" MEANS THE FRACTURING FLUIDS THAT
5 RETURN TO THE SURFACE AFTER A HYDRAULIC FRACTURE IS COMPLETED.

6 (3) (I) "HYDRAULIC FRACTURING" MEANS A DRILLING
7 TECHNIQUE THAT EXPANDS EXISTING FRACTURES OR CREATES NEW
8 FRACTURES IN ROCK BY INJECTING FLUIDS, OFTEN A MIXTURE OF WATER AND
9 CHEMICALS, SAND, OR OTHER SUBSTANCES, AND OFTEN UNDER PRESSURE,
10 INTO OR UNDERNEATH THE SURFACE OF THE ROCK FOR PURPOSES THAT
11 INCLUDE WELL DRILLING AND THE EXPLORATION OR PRODUCTION OF NATURAL
12 GAS.

13 (II) "HYDRAULIC FRACTURING" INCLUDES:

- 14 1. FRACKING;
15 2. HYDROFRACKING; AND
16 3. HYDROFRACTURING.

17 (B) A PERSON MAY NOT STORE, TREAT, DISCHARGE, OR DISPOSE OF, IN
18 THE STATE, FLOW BACK OR OTHER WASTEWATER RESULTING FROM HYDRAULIC
19 FRACTURING.

20 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect
21 October 1, 2013.

12. Boards and Committees

**City of College Park
Board and Committee Appointments**

Shaded rows indicate a vacancy or reappointment opportunity.
The date following the appointee's name is the date of initial appointment.

Advisory Planning Commission			
Appointee	Represents	Appointed by	Term Expires
Larry Bleau 7/9/02	District 1	Mayor	12/15
Rosemarie Green Colby 04/10/12	District 2	Mayor	04/15
VACANT (formerly Huffman)	District 2	Mayor	11/14
James E. McFadden 2/14/99	District 3	Mayor	11/12
Clay Gump 1/24/12	District 3	Mayor	01/15
Charles Smolka 7/8/08	District 4	Mayor	08/14
Mary Cook 8/10/10	District 4	Mayor	08/13
<p>City Code Chapter 15 Article IV: The APC shall be composed of 7 members appointed by the Mayor with the approval of Council, shall seek to give priority to the appointment of residents of the City and assure that there shall be representation from each of the City's four Council districts. Vacancies shall be filled by the Mayor with the approval of the Council for the unexpired portion of the term. Terms are three years. The Chairperson is elected by the majority of the Commission. Members are compensated. Liaison: Planning.</p>			

Airport Authority			
Appointee	Resides in	Appointed by	Term Expires
James Garvin 11/9/04	District 3	M&C	07/14
Jack Robson 5/11/04	District 3	M&C	02/14
Anna Sandberg 2/26/85	District 3	M&C	03/16
Gabriel Iriarte 1/10/06	District 3	M&C	02/13
Christopher Dullnig 6/12/07	District 2	M&C	10/13
VACANT		M&C	
VACANT		M&C	
<p>City Code Chapter 11 Article II: 7 members, must be residents and qualified voters of the City, appointed by Mayor and City Council, <i>term to be decided by appointing body</i>. Vacancies shall be filled by M&C for an unexpired portion of a term. Authority shall elect Chairperson from membership. Not a compensated committee. Liaison: City Clerk's Office.</p>			

Animal Welfare Committee			
Appointee	Resides in	Appointed by	Term Expires
Cindy Vernasco 9/11/07	District 2	M&C	09/13
Linda Lachman 9/11/07	District 3	M&C	09/13
Marcia Booth 3/9/10	District 1	M&C	03/13
Dave Turley 3/23/10	District 1	M&C	03/13
Christiane Williams 5/11/10	District 1	M&C	05/13
Patti Brothers 6/8/10	Non resident	M&C	06/13
Taimi Anderson 6/8/10	Non resident	M&C	06/13

Harriet McNamee 7/13/10	District 1	M&C	07/13
Suzie Bellamy 9/28/10	District 4	M&C	09/13
Harleigh Ealley 12/14/10	District 1	M&C	12/13
Christine Nagle 03/13/12	District 1	M&C	03/15
10-R-20: Up to fifteen members appointed by the Mayor and Council for three-year terms. Not a compensated committee. Liaison: Public Services.			

Board of Election Supervisors			
Appointee	Represents	Appointed by	Term Expires
John Robson (Chief) 5/24/94	Mayoral appt	M&C	03/13
Terry Wertz 2/11/97	District 1	M&C	03/13
Maxine Gross 3/25/03	District 2	M&C	03/13
Linda Lachman 3/8/11	District 3	M&C	03/13
Charles Smolka 9/8/98	District 4	M&C	03/13
City Charter C4-3: The Mayor and Council shall, not later than the first regular meeting in March of each year in which there is a general election, appoint and fix the compensation for five qualified voters as Supervisors of Elections, one of whom shall be appointed from the qualified voters of each of the four election districts and one of whom shall be appointed by the Mayor with the consent of the Council. The Mayor and Council shall designate one of the five Supervisors of Elections as the Chief of Elections. This is a compensated committee. For purposes of compensation the year shall run from April 1 – March 31. Per Council action (item 11-G-66) effective in March, 2013: In an election year all of the Board receives compensation. In a non-election year only the Chief Election Supervisor will be compensated. Liaison: City Clerk's office.			

Cable Television Commission			
Appointee	Resides in	Appointed by	Term Expires
Jane Hopkins 06/14/11	District 1	Mayor	06/14
Blaine Davis 5/24/94	District 1	Mayor	12/15
James Sauer 9/9/08	District 3	Mayor	09/14
VACANT		Mayor	
Clay Gump 3/12/02	District 3	Mayor	11/13
City Code Chapter 15 Article III: Composed of four Commissioners plus a voting Chairperson, appointed by the Mayor with the approval of the Council, three year terms. This is a compensated committee. Liaison: City Manager's Office.			

College Park City-University Partnership			
Appointee	Represents	Appointed by	Term Expires
Robert T. Catlin	Class A Director	UMD President	01/13
Rob Specter	Class A Director	UMD President	01/13
Linda Clement	Class A Director	UMD President	01/11
Brian Darmody	Class A Director	UMD President	01/12
Andrew Fellows	Class B Director	M&C	01/14
Maxine Gross	Class B Director	M&C	01/15

Senator James Rosapepe	Class B Director	M&C	01/13
Stephen Brayman	Class B Director	M&C	01/14
Dr. Richard Wagner	Class C Director	City and University	01/13

The CPCUP is a 501(c)(3) corporation whose mission is to promote and support commercial revitalization, economic development and quality housing opportunities consistent with the interests of the City of College Park and the University of Maryland. The CPCUP is not a City committee but the City makes appointments to the Partnership. Class B Directors are appointed by the Mayor and City Council; Class C Directors are jointly appointed by the Mayor and City Council and the President of the University of Maryland.

Citizens Corps Council			
Appointee	Represents	Appointed by	Term Expires
	CPNW	M&C	
Michael Burrier 3/14/06	BVFCRS	M&C	03/15
Matthew Cardoso 3/27/12	CPVFD	M&C	03/15
Dan Blasberg 3/27/12		M&C	03/15
David L. Milligan (Chair) 12/11/07		M&C	02/14

Resolution 05-R-15. Membership shall be composed as follows: A Citizen Corps Coordinator for each neighborhood shall be nominated and appointed by the Mayor and Council and serve as a potential member of the CPCCC for the term of their respective office in the neighborhood group. Mayor and Council shall nominate and appoint 5 to 7 residents to serve as community coordinators and to serve on the CPCCC. At least one member of the CPCCC shall be the Neighborhood Watch Coordinator, and at least one member shall represent each of the other Citizen Corps programs such as CERT, Fire Corps, Volunteers In Police Service, etc. Each member of the CPCCC shall serve for a term of 3 years, and may be reappointed for an unlimited number of terms. The Mayor, with the approval of the City Council, shall appoint the Chair and Co-Chair of the CPCCC from among the members of the committee. The Director of Public Services shall serve as an ex officio member. Not a compensated committee. Liaison: Public Services.

Committee For A Better Environment			
Appointee	Resides in	Appointed by	Term Expires
Kennis Termini 11/9/04	District 1	M&C	05/14
Janis Oppelt 8/8/06	District 1	M&C	09/15
Stephen Jascourt 3/27/07	District 1	M&C	05/13
Suchitra Balachandran 10/9/07	District 4	M&C	01/14
Donna Weene 9/8/09	District 1	M&C	12/15
Ballard Troy 10/13/09	District 3	M&C	09/15
Alan Hew 1/12/10	District 4	M&C	01/13
Gemma Evans 1/25/11	District 1	M&C	01/14
Benjamin Mellman 1/10/12	District 1	M&C	01/15
Richard Williamson 05/08/12	District 3	M&C	05/15
Macrina Xavier 08/14/12	District 1	M&C	08/15

City Code Chapter 15 Article VIII: No more than 25 members, appointed by the Mayor and Council, three year terms, members shall elect the chair. Not a compensated committee. Liaison: Planning.

Education Advisory Committee			
Appointee	Represents	Appointed by	Term Expires
VACANT	District 1		
Kennis Termini 11/09/11	District 1	M&C	11/13
Charlene Mahoney	District 2	M&C	12/14
VACANT	District 2	M&C	
Harold Jimenez 4/14/09	District 3	M&C	11/13
Araceli Jimenez 4/14/09	District 3	M&C	11/13
Melissa Day 9/15/10	District 3	M&C	11/14
Carolyn Bernache 2/9/10	District 4	M&C	02/14
Doris Ellis 9/28/10	District 4	M&C	09/13
Peggy Wilson 6/8/10	UMCP	UMCP	02/14
<p>Resolutions 97-R-17, 99-R-4 and 10-R-13: At least 9 members who shall be appointed by the Mayor and Council: at least two from each Council District and one nominated by the University of Maryland. Two year terms. The Committee shall appoint the Chair and Vice-Chair of the Committee from among the members of the Committee. Not a compensated committee. Liaison: Youth and Family Services.</p>			

Ethics Commission			
Appointee	Represents	Appointed by	Term Expires
Edward Maginnis 09/13/11	District 1	Mayor	09/13
Forrest B. Tyler 3/24/98	District 2	Mayor	06/13
Sean O'Donnell 4/13/10	District 3	Mayor	04/12
Gail Kushner 09/13/11	District 4	Mayor	09/13
Robert Thurston 9/13/05	At Large	Mayor	09/12
Alan C. Bradford 1/23/96	At-Large	Mayor	11/12
Frank Rose 05/08/12	At-Large	Mayor	05/14
<p>City Code Chapter 38 Article II: Composed of seven members appointed by the Mayor and approved by the Council. Of the seven members, one shall be appointed from each of the City's four election districts and three from the City at large. 2 year terms. Commission members shall elect one member as Chair for a renewable one-year term. Commission members sign an Oath of Office. Not a compensated committee. Liaison: City Clerk's office.</p>			

Farmers Market Committee			
Appointee	Represents	Appointed by	Term Expires
Margaret Kane 05/08/12	District 1	M&C	05/15
Robert Boone 07/10/12	District 1	M&C	07/15
Lily Fountain 07/10/12	District 2	M&C	07/15
Leo Shapiro 07/10/12	District 3	M&C	07/15
Julie Forker 07/10/12	District 3	M&C	07/15

	District 4	M&C	
Kimberly Schumann 09/11/12	District 1	M&C	09/15
Priyanka Basumallick 07/10/12	Student	M&C	07/15

Established April 10, 2012 by 12-R-07. Up to 7 members. Quorum = 3. Three year terms. Not a compensated committee. Liaison: Planning Department. Agreement reached during July 3, 2012 Worksession to fill the seven positions as outlined above. Effective September 11, 2012 by 12-R-17: Membership increased to 8.

Housing Authority of the City of College Park			
Helen Long 11/12/02		Mayor	05/01/17
George L. Marx 7/8/03		Mayor	05/01/13
John Moore 9/10/96		Mayor	05/01/14
Thelma Lomax 7/10/90		Mayor	05/01/15
Carl Patterson 12/11/12	Attick Towers resident	Mayor	05/01/16

The College Park Housing Authority was established in City Code Chapter 11 Article I, but it operates independently under Article 44A Title I of the Annotated Code of Maryland. The Housing Authority administers low income housing at Attick Towers. The Mayor appoints five commissioners to the Authority; each serves a five year term; appointments expire May 1. Mayor administers oath of office. One member is a resident of Attick Towers. The Authority selects a chairman from among its commissioners. The Housing Authority is funded through HUD and rent collection, administers their own budget, and has their own employees. The City supplements some of their services.

Neighborhood Stabilization and Quality of Life Workgroup		
	Appointee	Represents
1	Andrew M. Fellows	Mayor
2	Patrick L. Wojahn	District 1 Councilmember
3	Monroe Dennis	District 2 Councilmember
4	Stephanie Stullich	District 3 Councilmember
5	Marcus Afzali	District 4 Councilmember
6	Lisa Miller	PGPOA Representative
7	Paul Carlson	PGPOA Representative
8	Richard Biffel	Landlord selected by Council
9	Andrew Foose	Landlord selected by Council
10	Jackie Pearce Garrett	District 1 Resident selected by Council
11	Jonathan Molinatto	District 1 Resident selected by Council
12	Robert Thurston	District 2 Resident selected by Council
13		District 2 Resident selected by Council
14	Kelly Lueschow-Dineen	District 3 Resident selected by Council
15	Sarah Cutler	District 3 Resident selected by Council
16	Suchitra Balachandran	District 4 Resident selected by Council
17	Bonnie McClellan	District 4 Resident selected by Council
18	Dr. Andrea Goodwin	UMD representative selected by University
19	Gloria Aparicio Blackwell	UMD representative selected by University

20	Chief David Mitchell (Jagoe – alt.)	University of Maryland Police Department rep
21	Josh Ratner	University of Maryland Student Government Liaison
22	Samantha Zwerling	Student Government Association representative
23	David Colon Cabrera	Graduate Student Government Association rep
24	Greg Waterworth	IFC/PHA representative
25	Robert W. Ryan	Director, College Park Public Services Department
26	Jeannie Ripley	Manager, College Park Code Enforcement Division
27	Major Rob Brewer (or alternate)	Prince George's County Police Department
Established September 25, 2012 by Resolution 12-R-18. No terms.		

Neighborhood Watch Steering Committee			
	Resident of:	Appointed By:	Term Expires:
Robert Boone 04/12/11	District 1	M&C	04/13
Aaron Springer 02/14/12	District 3	M&C	02/14
Zari Malsawma 04/12/11	District 4	M&C	04/13
<p>The Neighborhood Watch Steering Committee was created on April 12, 2011 by Resolution 11-R-06 as a three-person Steering Committee whose members shall be residents. Coordinators of individual NW programs in the City shall be ex-officio members. Terms are for two years. Annually, the members of the Steering Committee shall appoint a Chairperson to serve for a one-year term. Meetings shall be held on a quarterly basis. This Resolution dissolved the Neighborhood Watch Coordinators Committee that was established by 97-R-15. This is not a compensated committee. Liaison: Public Services.</p>			

Noise Control Board			
Appointee	Represents	Appointed by	Term Expires
Mark Shroder 11/23/10	District 1	Council, for District 1	11/14
Harry Pitt, Jr. 9/26/95	District 2	Council, for District 2	03/16
Alan Stillwell 6/10/97	District 3	Council, for District 3	09/16
Suzie Bellamy	District 4	Council, for District 4	12/16
Adele Ellis 04/24/12	Mayoral Appt	Mayor	04/16
Bobbie P. Solomon 3/14/95	Alternate	Council - At large	12/12
Larry Wenzel 3/9/99	Alternate	Council - At large	12/12
<p>City Code Chapter 138-3: The Noise Control Board shall consist of five members, four of whom shall be appointed by the Council members, one from each of the four election districts, and one of whom shall be appointed by the Mayor. In addition, there shall be two alternate members appointed at large by the City Council. The members of the Noise Control Board shall select from among themselves a Chairperson. Four year terms. This is a compensated committee. Liaison: Public Services.</p>			

Recreation Board			
Appointee	Represents	Appointed by	Term Expires
Wade Price 12/14/05	District 1	M&C	02/15
Sarah Araghi 7/14/09	District 1	M&C	07/15
Alan C. Bradford 1/23/96	District 2*	M&C	02/14
VACANT	District 2	M&C	
Adele Ellis 9/13/88	District 3	M&C	02/14
VACANT	District 3	M&C	
Barbara Pianowski 3/23/10	District 4	M&C	03/13
VACANT	District 4	M&C	
Bettina McCloud 1/11/11	Mayoral	Mayor	01/14
VACANT	Mayoral**	Mayor	

City Code Chapter 15 Article II: 10 members: two from each Council district appointed by the Mayor and Council and two members nominated by the Mayor and confirmed by the Mayor and Council. The Chairperson will be chosen from among and by the district appointees. 3 year terms. Not a compensated committee. Liaison: Public Services.

*Although Mr. Bradford lives in what is now considered District 1, his residence was part of District 2 when he was appointed. The designation of his residence was changed to District 1 during the last redistricting. He is still considered an appointment from District 2.

** Effective April 2012: Jay Gilchrist, Director of UMD Campus Recreation Services, changed his status from Rec Board member (Mayoral Appointment) to UM liaison to the Rec Board, similar to the M-NCPPC representative.

Rent Stabilization Board			
Appointee	Represents	Appointed by	Term Expires
Justin Fair 1/11/11	Member	M&C	01/14
VACANT		M&C	
Richard Biffel 6/6/06	Landlord	M&C	09/13
Bradley Farrar 6/14/11	Landlord	M&C	06/14
VACANT (formerly R. Day)		M&C	
VACANT		M&C	
Chris Kujawa 10/11/11	Resident	M&C	10/14

City Code Chapter 15 Article IX: Board shall have between 5 - 7 members appointed by M&C with priority given to the appointment of residents and to owners of real property located in the City. Three year terms. Vacancies shall be filled for unexpired portions of a term. At least two members should be tenants and two members should be landlords. Chairperson chosen by the Board from among the members. This is a compensated committee. Liaison: Public Services.

→7/10/12: Ordinance was extended until September 1, 2013, and the administration and enforcement of the law was suspended until September 1, 2013. The RSB is on hiatus. There is no need to maintain a quorum at this time.

Sustainable Maryland Certified Green Team		
Appointee	Represents	Term Expires
Denise Mitchell 04/10/12	City Elected Official	04/14
Patrick Wojahn 04/10/12	City Elected Official	04/14
Elisa Vitale 04/10/12	City Staff	04/14
Loree Talley 05/08/12	City Staff	05/14
Ballard Troy 05/08/12	CBE Representative	05/14
	A City School	
James Jalandoni 04/10/12	UMD Student	04/14
Eric Maring 04/10/12	UMD Faculty or Staff	04/14
Chrissy Rey - Pongos 05/08/12	City Business Community	05/14
Ben Bassett - Proteus Bicycles 09/25/12	City Business Community	09/14
Rebecca Hayes 04/10/12	Resident	04/14
Christine Nagle 04/10/12	Resident	04/14
	Resident	
	Resident	
<p>Established March 13, 2012 by Resolution 12-R-06. Up to 14 people with the following representation: 2 elected officials from the City of College Park, 2 City staff, 1 representative from the CBE, 1 representative of a City school, 1 student representative from the University of Maryland, 1 faculty or staff representative from the University of Maryland, 2 representatives of the City business community, up to 4 City residents. Two year terms. Not a compensated committee. A quorum shall be 6 people. The SMCMT shall select a Chair and a Co-Chair from among the membership on an annual basis. The SMCMT should meet at least bi-monthly. The liaison shall be the Planning Department.</p>		

Tree and Landscape Board			
Member	Represents	Appointed by	Term Expires
Dennis Herschbach 3/26/02	Citizen	M&C	07/13
John Krouse	Citizen	M&C	11/14
VACANT	Citizen	M&C	
Mark Wimer 7/12/05	Citizen	M&C	02/14
Amelia Murdoch 9/9/97	Citizen	M&C	11/11
Ballard Troy – liaison to CBE	CBE Chair		
John Lea-Cox 1/13/98	City Forester	M&C	12/14
Jonathan Brown	Planning Director		
Brenda Alexander	Public Works Director		
<p>City Code Chapter 179-5: The Board shall have 9 voting members: 5 citizens appointed by M&C, plus the CBE Chair, the City Forester, the Planning Director and the Public Works Director. Two year terms. Members choose their own officers. Not a compensated committee. Liaison: City Clerk's office.</p>			

Veterans Memorial Improvement Committee			
Appointee	Represents	Appointed by	Term Expires
Winston Hazard 1/7/01		M&C	03/14
Deloris Cass 11/7/01		M&C	12/15
Joseph Ruth 11/7/01	VFW	M&C	12/15
Leonard Smith 11/25/08		M&C	03/15
Blaine Davis 10/28/03	American Legion	M&C	12/15
Rita Zito 11/7/01		M&C	02/15
Doris Davis 10/28/03		M&C	12/15
Mary Cook 3/23/10		M&C	03/13
Resolution 01-G-57: Board comprised of 9 to 13 members including at least one member from American Legion College Park Post 217 and one member from Veterans of Foreign Wars Phillips-Kleiner Post 5627. Appointed by Mayor and Council. Three year terms. Chair shall be elected each year by the members of the Committee. Not a compensated committee. Liaison: Public Works.			

13.
INFORMATION
REPORT:
2013 Action
Plan

**City of College Park Strategic Plan 2010 – 2015 – Updates as of January 31, 2013
FY 2013 Action Plan (Approved July 10, 2013)**

This action plan aligns with the Strategic Plan adopted by City Council August 10, 2010. As an annual road map for strategic plan implementation, this action plan intentionally focuses on a relatively manageable and strategic set of actions for approximately one fiscal year. Most of the steps included in this plan are assumed to have a finite scope (ideally within 1 year) and are strategically oriented towards change and improvement in College Park. Before the end of FY 2013, City Council and City Staff will develop an action plan for FY 2014. It is understood that some activities in the FY 2013 action plan will be repeated in the plan for FY 2014 and beyond because they span multiple years and are considered ongoing. (Note: In the deadline column “ongoing” indicates items that will likely continue each year of the strategic plan; “date +” indicates items that may go into another fiscal year, but will have a specific end date.) The steps in this action plan are in addition to ongoing daily operations and recurring annual activities in the City.

Resource needs indicate those resources required beyond existing staff and staff time.

City Council and City Staff will annually review and update the action plan in conjunction with the annual budget development process. Action steps that may not be completed in one year will be reconsidered and where decided, carried forward into to the next year.

Following is a list of organization and initiative abbreviations that may appear throughout the action plan. The organizations represent some of the many supporting partners of the City identified in the strategic plan.

ATHA – Anacostia Trails Heritage Area
CBE – Committee for a Better Environment
COG – Metropolitan Washington Council of Governments
COPS – Community Oriented Police Services
CPAE – College Park Arts Exchange
CPNW – College Park Neighborhood Watch
CPCUP – College Park City-University Partnership
DCPMA – Downtown College Park Management Authority
DOT – Department of Transportation
EAC – Education Advisory Committee
EPA – Environmental Protection Agency
ESL – English as a Second Language
HUD – Department of Housing & Urban Development
MHAA – Maryland Heritage Areas Authority
M-NCPPC Maryland-National Capital Park & Planning Commission
PG DPW&T- Prince George’s County Department of Public Works & Transportation
PGPD - Prince George’s County Police Department

PGPOA Prince George’s Property Owners Association
SHA – State Highway Administration
SRTSP – Safe Routes to School Program
TMA – Transportation Management Authority
UMD – University of Maryland
UMPD – University of Maryland Police Department
WMATA – Washington Metro Area Transit Authority
YSB – Youth Services Bureau

TBD – To Be Determined

Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.

Objective 1: Improve public safety and reduce crime by utilizing contract police officers, collaborating with other police agencies, and encouraging community participation.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Explore the possibility of expanding the contract police program to include UMPD officers. The expansion would require UMPD to sign an MOU with the City requiring the contract UMPD officers to write noise citations.	City Council, CPCUP Public Safety subgroup, Public Services	Q1	Q4	UMPD	<p>Status: On Track Preliminary findings show that UMPD and PGPD will not enforce City Codes. Next steps: Council will discuss the CPCUP Vision 2020 Public Safety workgroup report on February 5, 2013.</p>
b. Work with UMD to explore expansion of the concurrent jurisdiction area to additional areas in the City.	Public Services, CPCUP Public Safety subgroup	Q1	Q4	UMPD	<p>Status: Needs new deadline. Maybe FY 2014. Update: Staff and the Mayor are working with CPCUP through the CPCUP Vision 2020 Project with PGPD and UMPD in the Public Safety workgroup. CPCUP is looking to expand concurrent jurisdiction simultaneously with expanding code of student conduct beyond the university. The University and the County would have to enact an MOU to expand concurrent jurisdiction.</p>

Action Plan Notes:

Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.

Objective 2: Improve local schools that serve City of College Park residents through collaboration with strategic partners including the Prince George's County Public Schools and the University of Maryland.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. In working towards the Vision 2020 Plan, create the College Park Academy in partnership with CPCUP.	CPCUP, City Council	FY 2012	Q4+		<p>Status: On Target</p> <p>Update: City Council members and staff worked with the CPCUP to organize details for the school including finding a site and organizing the admissions lottery for the school.</p> <p>Next steps: Conduct the lottery for student admissions.</p>
b. Determine the program details of the new EAC initiatives and scholarships.	EAC, City Council	Q1	Q4		<p>Status: On Target</p> <p>Update: The EAC is scheduled to discuss the second wave of public school grants as well as the UMD summer camp scholarships with City Council at the February 5, 2013 worksession.</p>

Action Plan Notes:

Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.

Objective 3: Expand recreational, social and cultural activities for city residents.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
<p>a. Continue working to establish / help establish a College Park Community Foundation to assist with fundraising for College Park Day and other city events and organizations.</p>	<p>City Council, College Park Community Foundation Steering Committee</p>	<p>FY 2012</p>	<p>Q4+</p>	<p>Initially discussed at the 3-1-11 City Council worksession.</p>	<p>Status: On Target</p> <p>Update: The College Park Community Foundation is officially established under the wing of the National Capital Area Community Foundation. Thus far, they have organized founding documents, brainstormed fundraising possibilities, and organized the Advisory Board.</p>
<p>b. Explore interest among community associations in using City resources to support/create localized social events and recreational activities.</p>	<p>Public Services, Rec. Board, <u>City Council</u></p>	<p>Q1</p>	<p>Q4</p>	<p>Civic Associations</p>	<p>Status: On Track</p> <p>Update: The City Council included a question on the 2012 Resident Satisfaction survey which asked residents what type of recreation opportunities they would like to see in the city.</p> <p>Also, at the Blues Festival, the Rec Board collected information through a sign-up sheet asking people if they would like to participate in board activities. Staff followed up with residents who expressed interest. This relates to recreation activities offered because the current Rec Board vacancies affect their productivity and ability to provide desired recreation activities.</p> <p>Next Steps: Continue to seek more Rec Board members and to work to implement desired recreation activities while further exploring the types of events people want the Rec Board to sponsor.</p>

Action Plan Notes:

Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.

Objective 4: Strengthen well-being of residents that seek assistance through youth, family and seniors program.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Expand public information about available senior programs and recreation activities to seniors in homes throughout the city.	Seniors staff	Ongoing	Ongoing		<p>Status: Ongoing</p> <p>Update: Staff continues to promote the seniors' programs in any way possible and to look for effective new ways to spread information to seniors. Staff constructed a seniors program overview sheet for an event held in the Woods neighborhood in Summer 2012.</p> <p>Next steps: Staff plans to create a welcome packet for new residents in Spellman House and Attick Towers. They also plan to mail this packet to all the senior residents on their mailing list.</p>

Action Plan Notes:

Goal I: Consistent high quality and cost-effective public services that contribute to a safe and welcoming City for all.

Objective 5: Improve customer / constituent service to better serve College Park residents.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Provide ongoing staff training in resident relations / constituent services and customer service, including timely responses to phone calls.	Human Resources with department directors	Ongoing	Ongoing	Additional funding if this exceeds the training budget.	Status: Ongoing Update: Provided training to all staff in 2012 using outside consultant. Cross-trained all front office staff in Finance and Parking so they are able to handle any type of issue at each window in the lobby.
b. Organize legislation or conduct a meeting between the City and County to discuss streamlining the permitting process.	City Council, Planning Dept.	FY 2012	Q4	Prince George's County	Status: Complete Update: Carla Reid from the County Executive's office met with the City Council in late 2012 to solicit input and discuss the status and structure of the new County Permit Office.

Action Plan Notes:

Goal II: Convenient transportation options that improve local travel and manage congestion.

Objective 1: Advocate for state and other resources to rebuild Route 1 to improve its safety, efficiency, and appearance.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Lobby State Legislature, State Highway Administration and County Council to allocate funding to rebuild Route 1.	City Council	Ongoing	Ongoing		Status:
b. Work with M-NCPPC and SHA to require Route 1 developers to implement street improvements with new development or, if not feasible, pay a fee-in-lieu.	City Council, Planning Dept.	Ongoing	Ongoing		Status: Ongoing.
c. Establish a Tax Increment Financing (TIF) district strategy to help fund infrastructure improvements.	City Council, Planning Dept.	FY 2012	Q4		Status: Needs new deadline. Update: TIF was discussed as one way to help pay for the undergrounding of utilities on Route 1 during a recent briefing by SHA and will require further discussion.

Action Plan Notes:

Goal II: Convenient transportation options that improve local travel and manage congestion.

Objective 2: Support development of transit options that increase convenience, accessibility, and mobility.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Continue to market and brand THE BUS Route 17 as a Route 1 Main Street shuttle.	City Council	FY 2012	Ongoing	PG DPW&T, COG, WMATA	Status:
b. Implement Route 1, Rhode Island Ave., Campus Drive, and other bus corridor enhancements.	City Council	FY 2012	Ongoing	PG DPW&T, COG, WMATA	Status:
c. Participate in Purple Line design and preliminary engineering for alignment and stations.	Planning Dept., City Council	Ongoing	Ongoing	Include Community input	Status: Ongoing. Update: Planning staff is on the MTA Project Team and attended their last meeting on November 16, 2012. Staff also participated in the UM/MTA meetings to design the preferred alternative through campus.
d. Continue funding and promoting use of Shuttle-UM pass for city residents and employees. Work with DOTS to get more reliable statistics.	City Council, City Manager's staff	Ongoing	Ongoing		Status: Ongoing Update: Staff continues to work with DOTS to get more clarification on the statistics given. The pass is promoted in all available local media.
e. Continue to provide input and participate in the DOTS 10-year strategic plan process where possible. Encourage DOTS to work on collaboration between Shuttle-UM and other bus services.	City Council	FY 2012	Q4		Status: Council provided survey response input to DOTS in May 2012.
f. Develop a city-wide bicycle plan.	Planning Dept., City Council	FY 2012	Q4	Mapping assistance	Status: Needs new deadline. Next steps: This project will be initiated in Q4 and completed in FY2014.

Action Plan Notes:

Goal II: Convenient transportation options that improve local travel and manage congestion.

Objective 3: Develop and implement Transportation Demand Management (TDM) strategies [on Route 1].

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Support establishment of a Route 1 TDM District.	City Council, Planning Dept.	Ongoing	Ongoing	Support from M-NCPPC, PG District Council	Status: Ongoing. Update: The Cafritz subdivision application addresses this issue and provides another opportunity to support such a district.
b. Require developers to prepare trip reduction plans for new development.	City Council	Ongoing	Ongoing	Support from County Council, Planning Board	Status:
c. Seek funding for infrastructure improvements including bike trails and amenities and sidewalk construction.	Planning Dept.	Ongoing	Ongoing		Status: Ongoing. Update: The City recently received a \$57,000 grant for bikeways improvements through MDOT to be implemented this spring.
d. Direct traffic to least congested arterial and connector routes with improved signage and websites.	City Council, City Engineer	Ongoing	Ongoing	Support from UM, City, SHA, Prince George's County DPW&T	Status:

Action Plan Notes:

- a. Includes a trip reduction goal for Route 1.

Goal II: Convenient transportation options that improve local travel and manage congestion.

Objective 4: Improve traffic, pedestrian, and bicycle safety.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Explore options to provide safer access to major arteries from all City neighborhoods.	Planning Dept., City Engineer	FY 2012	Q4	SHA, County Council, PG DPW&T	Status:

Action Plan Notes:

Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.

Objective 1: Implement strategies to improve energy efficiency and reduce greenhouse gas emissions.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Complete community emissions inventory. Develop and implement an action plan.	City Council, CBE	FY 2011	Q4+	COG	<p>Status: Complete</p> <p>Update: The community emissions inventory is complete. Implementation is being included as part of the Sustainable Maryland Green Team action plan.</p>
b. Establish a LEED-based sustainability standard for new development projects within the City jurisdiction.	City Council, CBE	FY 2011	Q4+		<p>Status: Behind schedule.</p> <p>Update: The Route 1 DDOZ requires LEED silver for development within nodes but there is no requirement for all new development to meet a LEED standard. Further discussion required.</p> <p>Consider this in the discussion: Our Route 1 development districts already have this standard because of the Sector Plan.</p>
c. Promote greater use of carpooling and public transit by City staff.	City Council, HR, Green Team	FY 2011	Ongoing		<p>Status: Ongoing.</p> <p>Update: No new initiatives implemented.</p>
d. Encourage greater City staff participation in energy efficient practices.	Planning Dept, Human Resources, Public Works, Green Team	Ongoing	Ongoing		<p>Status: Ongoing</p> <p>Update: The “Lug a Mug” initiative for all general meetings is still a main priority. Supervisors continue to remind staff to turn off lights and shut off idling vehicles.</p> <p>Next Steps: We will look into obtaining notices that can be applied to all light switches and vehicles reminding users to turn off lights and equipment when not in use. Staff will review the energy efficiency reports for each building to identify energy efficient changes/updates.</p>

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
e. Pursue other grant resources to support activities addressing energy efficiency.	City staff	FY 2011	Ongoing		Status: Ongoing Update: The Sustainable Maryland Green Team is developing actions and researching funding sources to address energy efficiency.
f. Continue to pursue legislation for a home energy loan program for residents to make energy efficiency improvements. If legislation passes, pursue development of the program.	City Staff	FY 2011	Ongoing		Status: Ongoing Update: No legislation has be written this year for this program.
g. Obtain certification as a sustainable city through the Sustainable Maryland Certified program.	Planning Dept, CBE, City Council	Q1	Q4		Status: On track Update: The Green Team plans to submit an application for certification by June 30, 2013.

Action Plan Notes:

Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.

Objective 2: Develop strategies to effectively manage local water resources and storm water runoff.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Review site plans for developer compliance with new storm water regulations.	Planning Dept., City Council	FY 2011	Ongoing	County Council	Status: Ongoing
b. Incorporate best practices for storm water management into all City projects to the extent feasible.	Planning Dept., Engineer, Public Works, CBE	Ongoing	Ongoing		Status: Ongoing Update: The renovation of City Hall will incorporate best practices.
c. Encourage reduction of impervious surfaces in public and private property.	City Council, Planning Dept.	Q1	Ongoing	M-NCPPC	Status: Ongoing Update: The College Park Pattern Book has many suggestions for use by private residents and will be available by June 30, 2013.
d. Work with the Prince George's Police and develop education materials to discourage illegal dumping and enforce anti-dumping laws in the City.	Public Works, Contract Police, Public Safety Officer	FY 2011	Ongoing		Status: Ongoing Update: The Brochure is under final review. Lately, Code Office has received less complaint calls about illegal dumping and DPW has had no illegal dumping identified. Next Steps: Make the brochure available to civic associations, etc. in time for spring cleanups.

Action Plan Notes:

Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.

Objective 3: Increase and enhance parks and green spaces.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Develop a citywide parks and recreational facility inventory in preparation for future improvements and new green spaces.	Planning Dept., Public Works, Rec. Board	FY 2012	Q4+	M-NCPPC support, funding for document preparation	Status: Completed Update: This item has been completed and the inventory is available with the DPW staff.
b. Prepare plan for the Hollywood Gateway Park with community input.	Planning Dept.	FY 2011	Q4+		Status: On track Update: Project Advisory Committee has reviewed three design concepts and selected one for refinement and presentation to the community and City Council.
c. Proceed with construction phasing of Duvall Field renovation with community input.	City Council, Planning Dept.	Q1	Q4+	Developer contribution or other funding.	Status: This project currently lacks the matching funds to proceed.

Action Plan Notes:

Goal III: Lead the College Park community in environmental conservation, protection, restoration, and energy efficiency.

Objective 4: Divert waste from landfills by continuing to increase participation in reduce/reuse/recycle programs.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Plan and execute a public education program to promote recycling, with a focus on newly accepted recyclables.	Public Works, CBE, Green Team	FY 2011	Ongoing	Printed materials; outreach opportunities; funding	<p>Status: Ongoing</p> <p>Discussion/Update: Staff coordinated an America Recycles Day event, and tabled at College Park Day and Berwyn Day. There have been no changes to accepted recyclables in the past 6 months. Staff continues to leave doorhangers for residents that are not recycling correctly.</p> <p>Next Steps/Issues: Will hold a donation/reuse event in May and will continue to table and speak at events as requested. Will consider holding a shredding event twice per year (instead of 1x/year). Will look into offering foam (e.g. Styrofoam) recycling to residents.</p>
b. Promote increased business participation in recycling.	City Council, Public Works, CBE	FY 2011	Ongoing	Local businesses (e.g., DCPMA)	<p>CBE Recycling Subcommittee presented recommendations to Mayor and Council on March 6, 2012.</p> <p>Status: Ongoing</p> <p>Discussion/Update: Public Works staff continues to work with the CBE Recycling Subcommittee. A survey has been drafted to send to CP businesses to gauge current practices, interest, and obstacles.</p> <p>Next Steps: Once the survey and cover letter are finalized it will be sent. Results will determine next steps.</p>

Action Plan Notes:

Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.

Objective 1: Effectively and fairly enforce city and county codes and ordinances.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Assess the effectiveness and consistency of citywide Code Enforcement by using national standards.	City staff	FY 2012	Q4+		<p>Status: Needs new deadline</p> <p>Update: Staff will research benchmarks in Q3 and Q4.</p>

Action Plan Notes:

Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.

Objective 2: Increase the rate of home ownership.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Cultivate relationships with residential realtors to increase their knowledge of College Park's assets and positive attributes.	City Council, Economic Development	Ongoing	Ongoing		<p>Status: Ongoing</p> <p>Update: Staff held discussions with realtors during marketing plan research phase. Implementation of marketing plan will focus on relationships with realtors, including production of a brochure.</p>
b. Implement the marketing plan as proposed to promote the City's assets as identified by the consultant through Phase I of this project.	City Council, City Manager's Staff	FY 2012	Q4+	Consulting services for a full campaign. Partnership with PG Public School Board of Education and the PG Chamber of Commerce.	<p>Status: On track</p> <p>Update: Council selected the logo and tagline in January 2013. Implementation of plan will happen gradually over the course of 2013. The amount of marketing efforts will be determined through the FY 2014 budget process.</p> <p>Next Steps: Present a draft implementation plan to Council in February 2013.</p>

Action Plan Notes:

Goal IV: Neighborhoods that are safe, peaceful, attractive and retain their community character.

Objective 3: Preserve and promote neighborhood resources that build a sense of community for all residents.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Hold a third annual College Park Day and develop strategies to make it a sustainable program.	City Council, Event Planner, Rec. Board	Q1	Q2	M-NCPPC, CP Day Planning Committee, Volunteers	<p>Status: Complete</p> <p>Update: The event experienced many setbacks this year because of traffic issues with early voting.</p> <p>Rec. board doesn't help plan College Park Day. They only prepare a general flyer of Rec Board events.</p>
b. Work with the City Farmers' Market Committee to pursue increased availability of local and/or organic options at the Downtown Farmers' Market.	Economic Development, Farmers' Market Committee, City Council	Q1	Q4		<p>Status: On track</p> <p>Update: In January, staff released an RFQ for proposals to operate the farmers market in 2013. Expectations are to make a recommendation to Council in February or March.</p>
c. Explore the possibility of creating a north College Park Farmers' Market.	Farmers' Market Committee	Q1	Q4		<p>Status: Needs New Deadline</p> <p>Update: Since the Farmers Market Committee charge did not include this, the focus is on the Downtown market with the possibility of a satellite market in the future. Needs to wait until we have a market master for Downtown and assess demand from there.</p>

Action Plan Notes:

Goal V: Expand the local economy and tax base with socially responsible development.

Objective 1: Encourage revitalization of the Route 1 corridor consistent with the desires and needs of the local community.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Develop and track inventory of sites available for rent and redevelopment.	Planning Dept.	Ongoing	Ongoing		Status: Completed/Ongoing Update: Staff regularly updates listings on the economic development website.
b. Work with developers to help identify businesses for new retail space.	Planning Dept.	Ongoing	Ongoing		Status: Ongoing Update: Staff continues to maintain relationships with landlords and prospective tenants. Staff will attend ICSC again in February 2013 to market the City.
c. Pursue Tax Increment Financing (TIF) to support public infrastructure improvements associated with new development.	City Council	FY 2011	Q4		See previous response.
d. Review options for addressing paid parking on Berwyn House Road.	City Council, Parking Enforcement	FY 2012	Q3		Status: Complete Update: Council voted (12-G-83) to change the zone to a 2 hour parking zone. It is between Route 1 and the handicapped parking spaces on the 4700 block of Berwyn House Rd. Enforced between Mon-Sat. 6am-10pm which started on Monday, Oct. 8, 2012. We did a grace period from Oct. 3-6 th with only warnings. 11 vehicle spacing.

Action Plan Notes:

Goal V: Expand the local economy and tax base.

Objective 2: Encourage revitalization of the Hollywood Commercial District.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Develop a streetscape design plan with community involvement (residents, businesses, and local property owners).	Planning Dept.	Ongoing	Q4+	UM Landscape Architecture program	Status: Needs new deadline. Update: This project will be initiated in Q4 and completed in FY 2014.
b. Advocate for the FY 2016 M-NCPPC funding to be moved to FY 2013 or FY 2014 for a feasibility study for construction of a community center in north College Park.	City Council	FY 2012	Q4	Cost of study	Status:
c. Continue to work with business owners interested in forming a Hollywood Merchants association or other type of support network.	City Council, Planning Dept.	FY 2011	Q4		Status: Behind Schedule/Needs New Deadline Update: Staff and councilmembers have met with businesses and there is little interest among them to form an association. Staff is encouraging them to join CPNBA as an alternative. Staff will work with the businesses on a project/program basis.

Action Plan Notes:

Goal V: Expand the local economy and tax base.

Objective 3: Support and attract diverse locally-owned high-quality retail and restaurant businesses with unique character and a commitment to local quality of life.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Identify and promote available commercial space to prospective tenants.	Planning Dept.	Ongoing	Ongoing		<p>Status: Ongoing</p> <p>Update: Staff continues to maintain relationships with landlords and prospective tenants. Staff will attend ICSC again in February 2013 to market the City.</p> <p>Next Steps: The Tenant Improvement Program will be offered soon.</p>
b. Market downtown College Park as a destination location.	City Council, Economic Development	Ongoing	Ongoing		<p>Status: On Track/Ongoing</p> <p>Update: Staff revamped the downtown shopping guides and is working on a variety of streetscape improvements in 2013.</p>
c. Expand the sign grant program to include façade improvements.	City Council, Planning Dept.	Q1	Q4		<p>Status: This cannot be accomplished without additional funding as the sign grant program has proven to be very popular.</p>
d. Review and establish City priorities in relation to the East Campus development.	City Council	FY 2012	Q4	Development plans	
e. Work with local business owners to assess the effectiveness of the pilot summer parking program through any metrics possible.	Economic Development, City Council	Q2	Q4	Local business owners	<p>Status: Complete</p> <p>Update: Increase in sales were reported by one restaurant, others anecdotally stated the program was positive. Customer surveys given to businesses were not filled out or returned to staff.</p>

Action Plan Notes:

Goal V: Expand the local economy and tax base.

Objective 4: Increase the diversity of job opportunities.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Encourage University incubator businesses to remain in College Park by marketing suitable available space.	Planning Dept.	Ongoing	Ongoing		<p>Status: Ongoing</p> <p>Update: Discussions have taken place with leadership at the incubator. Future discussions between City, County, and UMD need to take place.</p>
b. Work with Small Business Development Center to provide support to existing business owners and encourage new entrepreneurs to locate in College Park.	Planning Dept.	Ongoing	Ongoing		<p>Status: Ongoing</p> <p>Update: Staff maintains dialogue with the SBOTC regularly and recommends all new businesses participate in their programs. The SBOTC is partnering with the City to review applications for the Commercial Tenant Improvement Program.</p>

Action Plan Notes:

Goal V: Expand the local economy and tax base.

Objective 5: Increase the diversity of available quality housing.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Identify developers to build corridor infill housing consistent with the Route 1 Corridor Sector Plan.	City Council, Planning Dept.	Ongoing	Q4+	Planning Board	<p>Status: ONGOING</p> <p>Update: Staff has met with developers looking to revive former JPI Projects north of Greenbelt Road. Unknown timeline for DSP submittals.</p>
b. Encourage affordable graduate student housing in early phase of East Campus development and encourage future developers to set aside a certain percentage of housing for graduate students in other project opportunities.	City Council	Ongoing	Ongoing		<p>Status:</p>

Action Plan Notes:

Goal V: Expand the local economy and tax base.

Objective 6: Facilitate development in the College Park Metro Station area.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Work with WMATA on joint development projects.	Planning Dept., City Council	Ongoing	Ongoing	County Council, State Legislation	Status: Ongoing Update: Staff is working with County, Developers, and WMATA to push development forward. Plan is to have DSP submitted by end of 2013.
b. Market public property in the Transit District Overlay Zone to the private sector.	Planning Dept.	Q1	Ongoing	UM, WMATA, Prince George's County	Status: Ongoing Update: Staff is working with County and other stakeholders to determine the best way to market property. Marketing efforts should increase in 2013.

Action Plan Notes:

Goal V: Expand the local economy and tax base.

Objective 7: Encourage revitalization of the Berwyn Commercial District.

Action Recommendations:

Major Action Steps	Responsibility	Begin Timeframe	Deadline	Other Resource Needs	Status Update – Updates as of January 31, 2013
a. Evaluate Berwyn Commercial District zoning and consider expanding usage.	City Council, Planning Dept.	Q1	Ongoing	County Council	Status: Completed. No follow up action has been taken pending b. below.
b. Settle outstanding issues related to the completion of the Berwyn portion of the College Park Trolley Trail.	City Council, City Attorney	Ongoing	Ongoing		

Action Plan Notes: