



JANUARY 14, 2014
CITY OF COLLEGE PARK
COUNCIL CHAMBERS

7:30 P.M.
MAYOR AND COUNCIL MEETING
AGENDA

**(There Will Be A Special Worksession Following
The Regular Meeting)**

MEDITATION

PLEDGE OF ALLEGIANCE: Councilmember Kabir

ROLL CALL

MINUTES: December 10, 2013 Regular Meeting

ANNOUNCEMENTS

ACKNOWLEDGMENT OF DIGNITARIES

ACKNOWLEDGMENT OF NEWLY APPOINTED BOARD AND COMMITTEE MEMBERS

AWARDS

PROCLAMATIONS – Tribute to Dr. Martin Luther King, Jr.

AMENDMENTS TO THE AGENDA

CITY MANAGER'S REPORT: Joe Nagro

STUDENT LIAISON'S REPORT: Catherine McGrath

COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

PRESENTATION:

The Story of Attick Towers from 1967 through 2012

Presented by Mayor Anna Owens

CONSENT AGENDA

- 14-R-01 Resolution Of The Mayor And Council Of The City Of College Park, Maryland Adopting The Recommendations Of The Advisory Planning Commission Regarding Variance Application Number CPV-2013-06, 4605 Drexel Road, College Park, Maryland, Recommending Approval Of A Variance Of 6.6% Or 495 Square Feet From The Maximum Allowable Lot Coverage Of 30% Or 2,250 Square Feet Be Granted To Permit The Applicant To Pave The Existing Driveway
- Motion by:
To: Adopt
Second:
Aye: _____
Nay: _____
Other: _____
- 14-G-02 Award of FY '14 Fire Department Grants in the amount of \$15,000 each as follows: 1) To College Park Volunteer Fire Department, Inc. to apply to debt service on 2012 Pierce Pumper, which was delivered in May 2012. Total cost for this new pumper was \$502,814; 2) To Branchville Volunteer Fire Company & Rescue Squad, Inc., to apply to debt service on 2012 Ford F-450 ambulance chassis with Horton box, which was delivered in November 2012. Total acquisition cost was \$240,000; 3) To Berwyn Heights Volunteer Fire Department & Rescue Squad, Inc., to apply to debt service on 2010 Seagrave aerial ladder truck which responds to high-rise buildings in the City and on the UM campus. Semi-annual debt service is \$42,354. The total cost of these awards is \$45,000 funded in C.I.P. project 012006, account 25-40.
- 14-G-03 Approval of revised Rules and Procedures for the Mayor and City Council of College Park

ACTION ITEMS

- 14-G-04 Approval of the purchase of (3) Pan-Tilt-Zoom (PTZ) cameras and 2 License Plate Readers (LPR) from Avrio RMS Group, for a cost not to exceed \$65,000.
- Motion by: Dennis
To: Approve
Second:
Aye: ___ Nay: ___
Other: _____
- 14-G-05 Appointments to Boards and Committees
- Motion by:
To:
Second:
Aye: ___ Nay: ___
Other: _____

COUNCIL COMMENTS

COMMENTS FROM THE AUDIENCE

ADJOURN

SPECIAL WORKSESSION:

1. College Park City-University Partnership concept plan for Route 1 Redevelopment
 2. Discussion with Landlords/Property Owners about NSQLWG strategies
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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. This agenda is subject to change. For current information, please contact the City Clerk.

MINUTES

MINUTES
Regular Meeting Of The Mayor And Council
And
Inauguration Of The 2013 - 2015 Mayor And Council
Tuesday, December 10, 2013
7:30 p.m. – 8:19 p.m.

PRESENT: Mayor Fellows; Councilmembers Kabir, Wojahn, Catlin, Dennis, Stullich, Day, Afzali and Mitchell.

ABSENT: None.

ALSO PRESENT: Joe Nagro, City Manager; Suellen Ferguson, City Attorney; Yvette Allen, Assistant City Clerk; Miriam Bader, Senior Planner; Jill Clements, Director of Human Resources; Bob Ryan, Director of Public Services; Peggy Higgins, Director of Youth, Family and Senior Services; Steve Halpern, City Engineer; Catherine McGrath, Student Liaison; Councilmembers-Elect Alan Hew and P. J. Brennan; Catherine McGrath, Student Liaison.

Mayor Fellows opened the meeting at 7:30 p.m. The Reverend Dr. Edna Canty Jenkins, Pastor of Embry A.M.E. Church gave the Invocation. Mayor Fellows led the Salute to the Flag.

Minutes:

A motion was made by Councilmember Afzali and second by Councilmember Day to adopt the minutes of the November 26, 2013 Regular Meeting; December 3, 2013 Special Session; confidential minutes of closed sessions of August 7, August 13, September 3, September 24, October 8, October 22, November 19, and November 26, 2013. The motion passed 8-0-0.

Announcements:

Councilmember Dennis said that the Coffee Club will not be meeting tomorrow due to the possible bad weather conditions, Lakeland Civic Association would hold its monthly meeting at the College Park Community Center this Thursday, December 12 at 7:00 p.m. and announced the annual tribute to Dr. Martin Luther King, Jr., to be held on Saturday, January 18, 2014 at the Clarice Smith Performing Arts Center.

Councilmember Catlin announced that he will not be attending the Lakeland monthly meeting as he is attending the North College Park Civic Association meeting giving a presentation. Also announced the Berwyn District Civic Association will hold their annual holiday party on Saturday, December 15 at Fealy Hall at 1:00 p.m.

Councilmember Wojahn announced that the College Park Community Foundation will hold their first ever Winter Gala and will be announcing their first grant recipients during the event. The

event will be held on Saturday, December 21, 2013 from 7:00 p.m. to 10:00 p.m. at the Marriott Inn and Conference Center. More information is available at www.collegeparkfoundation.org.

Councilmember Kabir announced the North College Park Citizens Association will meet on Thursday, December 12 at 7:00 p.m. at Davis Hall. Discussion will consist of the relocation of the FBI to Greenbelt Metro and relocation of the College Park Academy followed by a potluck.

Dignitaries: Mayor Fellows acknowledged University Park Mayor John Tabori, University Park Councilmember Len Carey, and Prince George's County Councilmember Eric Olson.

Consent Agenda: A motion was made by Councilmember Mitchell and seconded by Councilmember Wojahn to adopt the Consent Agenda, which included the following items:

13-R-24 Resolution Of The Mayor And Council Of The City Of College Park, Maryland Adopting The Recommendations Of The Advisory Planning Commission Regarding Variance Application Number CPV-2013-05, 4710 Tecumseh Street, College Park, Maryland, Recommending Approval Of A Variance Of 3.4% Or 262.7 Square Feet From The Maximum Allowable Lot Coverage Of 30% Or 2,324.1 Square Feet In Order To Construct An Addition

Ratification of 13-R-26 (Resolution Of The Mayor And Council Of The City Of College Park, Maryland, Adopting An Energy Efficiency Policy), 13-R-27 (Resolution Of The Mayor And Council Of The City Of College Park, Maryland, Adopting A Renewable Energy Production Policy), and 13-G-131 (Authorization for Staff to submit an Action Plan for Energy Reduction and Renewable Energy Generation to the Maryland Energy Administration for the Maryland Smart Energy Communities Program)

The motion passed 8-0-0.

Action Items

A motion was made by Councilmember Afzali to introduce Charter Resolution 13-CR-03 and seconded by Councilmember Day.

13-CR-03 Introduction of Charter Amendment Resolution 13-CR-03 to lower the age of Mayor and Councilmember at the time of taking office to the age of 18. (The Public Hearing will be held on Tuesday, February 11 at 7:00 p.m.)

Comments from the Audience on Non-Agenda Items:

Jazs Araghi, College Park Recreation Board, thank Council for supporting the 6th Annual College Park Blues Festival held on November 2, 2013. Ms. Araghi announced that approximately 500 people attended the event; there were great prizes and good music from local and out of town artists.

Presentations: Mayor Fellows presented Councilmembers Marcus Afzali and Robert Catlin a gift from the City in recognition of their service on the City Council.

Councilmembers Afzali and Catlin made personal remarks.

ADJOURN: A motion was made by Councilmember Afzali and seconded by Councilmember Dennis to adjourn the meeting. The final meeting of the 2011 – 2013 City Council was adjourned at 7:54 p.m.

Swearing-In of the Mayor: Due to the possibility of inclement weather, Mayor Fellows was sworn-in earlier this afternoon by Chief Deputy Clerk Sherlock Grigsby of the Office of the Clerk of the Circuit Court of Prince George's County.

Swearing-In of the 2013-2015 City Council: Mayor Andrew M. Fellows administered the Oath of Office to Fazlul Kabir, Patrick Wojahn, P. J. Brennan, Monroe Dennis, Robert Day, Stephanie Stullich, Alan Hew and Denise Mitchell, and the 35th Council of the City of College Park was seated.

Action Items:

13-G-132 Appointment of Mayor Pro Tem

Mayor Fellows announced that he is appointing Councilmember Denise Mitchell as Mayor Pro Tem.

11-G-109 Adoption of the Mayor and Council Meeting Schedule for 2014

A motion was made by Councilmember Dennis and seconded by Councilmember Stullich to approve the Mayor and Council Meeting schedule for 2014.

The motion carried 8-0-0.

Remarks From Incoming Councilmembers:

Councilmembers Brennan and Hew made personal remarks.

Mayor Fellows gave his inaugural address.

Comments from the Audience: None.

Benediction: Rev. Dr. Edna Canty Jenkins gave the benediction.

Adjourn: A motion was made by Councilmember Wojahn and seconded by Councilmember Mitchell to adjourn the meeting. Mayor Fellows adjourned the meeting at 8:19 p.m. with a vote of 8-0-0.

Yvette T. Allen
Assistant City Clerk

Date
Approved

PROCLAMATION

**PROCLAMATION
CITY OF COLLEGE PARK, MARYLAND
23RD ANNUAL TRIBUTE TO
DR. MARTIN LUTHER KING, JR.**

The Man - Their Mission - Our Legacy

WHEREAS, Dr. Martin Luther King, Jr. practiced nonviolent action to promote equal rights and economic justice worldwide; and

WHEREAS, Dr. King's many notable speeches, sermons and writings, including his Nobel Peace Prize lecture and "Letter from a Birmingham Jail" are among the most revered orations and writings in the English language; and

WHEREAS, in 1963, Dr. King was a major force behind the March for Jobs and Freedom, more commonly known as the "March on Washington," which drew over a quarter-million people to the national mall; and

WHEREAS, it was at this march that Dr. King delivered his famous "I Have a Dream" speech, which cemented his status as a social change leader and helped inspire the nation to act on civil rights; and

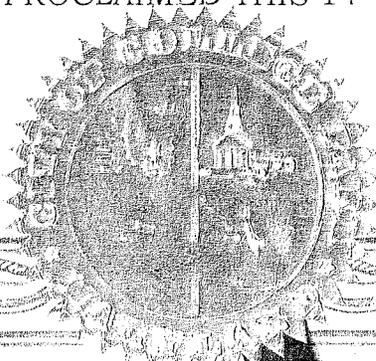
WHEREAS, Dr. King's unique approach to the philosophy of nonviolent action stands as one of the most successful alternatives to the world's ongoing struggles with war and social injustice; and

WHEREAS, Dr. King believed that of all the forms of inequality, injustice in health care is the most shocking and inhumane.

NOW, THEREFORE, I, Andrew M. Fellows, as Mayor of the City of College Park, Maryland, join the City Council and the greater College Park community on Saturday, January 18, 2014 in celebration of this 23rd Annual College Park Tribute to Dr. Martin Luther King, Jr.'s leadership and legacy.

PROCLAIMED THIS 14th DAY OF JANUARY 2014.

Andrew M. Fellows, Mayor
City of College Park, Maryland



14-R-01



Office of the Mayor and Council
City of College Park
4500 Knox Road
College Park, Maryland 20740
Telephone: (240) 487-3501
Facsimile: (301) 699-8029

**NOTICE OF FINAL DECISION
of the
MAYOR AND COUNCIL
of the
CITY OF COLLEGE PARK**

RE: Case No. CPV-2013-06 Name: Scott Lynn & Emily Morrision

Address: 4605 Drexel Road, College Park, MD 20740

Enclosed herewith is a copy of the Resolution setting forth the action taken by the Mayor and Council of the City of College Park in this case on the following date:

January 14, 2014

CERTIFICATE OF SERVICE

This is to certify that on January 16, 2014, the attached Resolution was mailed, postage prepaid, to all persons of record.

NOTICE

Any person of record may appeal the Mayor and Council decision within thirty (30) days to the Circuit Court of Prince George's County, 14735 Main Street, Upper Marlboro, MD 20772. Contact the Circuit Court for information on the appeal process at (301) 952-3655.

Janeen S. Miller, CMC
City Clerk

Copies to: Advisory Planning Commission
City Attorney
Applicant
Parties of Record

PG Co. DER, Permits & Review Section
M-NCPPC, Development Review Division
City Public Services Department

RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND ADOPTING THE RECOMMENDATIONS OF THE ADVISORY PLANNING COMMISSION REGARDING VARIANCE APPLICATION NUMBER CPV-2013-06, 4605 DREXEL ROAD, COLLEGE PARK, MARYLAND, RECOMMENDING APPROVAL OF A VARIANCE OF 6.6% OR 495 SQUARE FEET FROM THE MAXIMUM ALLOWABLE LOT COVERAGE OF 30% OR 2,250 SQUARE FEET BE GRANTED TO PERMIT THE APPLICANT TO PAVE THE EXISTING DRIVEWAY

- WHEREAS,** the City of College Park, Maryland (hereinafter, the "City") has, pursuant to Ordinance Number 11-O-03 (hereinafter, the "Ordinance"), and in accordance with Section 27-924 of the Prince George's County Zoning Ordinance (hereinafter, "Zoning Ordinance"), enacted an ordinance which sets forth procedural regulations governing any or all of the following: departures from design and landscaping standards, parking and loading standards, sign design standards, and variances for lot size, setback, and similar requirements for land within the corporate boundaries of the City, alternative compliance from landscaping requirements, certification, revocation, and revision of nonconforming uses, and minor changes to approved special exceptions; and
- WHEREAS,** the City is authorized by the Ordinance to grant an application for a waiver or variance for lot size, setback, and similar requirements where, by reason of exceptional narrowness, shallowness, shape, topography, or other extraordinary situation or condition of the specific parcel of property, the strict application of the Zoning Ordinance would result in peculiar and unusual practical difficulties or an exceptional or undue hardship upon the owner of the property, and a variance can be granted without substantial impairment of the intent, purpose and integrity of the General Plan or Master Plan; and
- WHEREAS,** the Advisory Planning Commission (hereinafter "APC") is authorized by the Ordinance to hear requests for variances from the terms of the Zoning Ordinance with respect to lot size, setback, and other requirements from which a variance may be granted by the Prince George's County Board of Appeals, including variances from Section 27-442(c) of the Prince George's County Zoning Ordinance, and to make recommendations to the Mayor and Council in connection therewith; and
- WHEREAS,** the Prince George's County Zoning Ordinance Section 27-422(c) Table II, requires that lot coverage not exceed 30%; and
- WHEREAS,** the Mayor and Council are authorized by the Ordinance to accept or deny the recommendation of the APC with respect to variance requests; and
- WHEREAS,** on October 22, 2013, Scott Lynn and Emily Morrison (hereinafter, the "Applicants"), submitted an application for a variance from the maximum allowable lot coverage, at the premises known as 4605 Drexel Road, College Park, Maryland ("the Property") in order to permit the paving of an existing driveway. The specific variance requested is for a variance of 6.6% or 495 square feet from the maximum allowable lot coverage of 30% or 2,250 square feet; and

WHEREAS, on December 5, 2013, the APC conducted a hearing on the merits of the application, at which time the APC heard testimony and accepted evidence, including the staff report and Exhibits 1 – 12 with respect to whether the subject application meets the standards for granting a variance set forth in the Ordinance.

WHEREAS, based upon the evidence and testimony presented, the APC voted 4-0-0 to recommend that the variance be granted; and

WHEREAS, the Mayor and Council have reviewed the recommendation of the APC as to the Application and in particular have reviewed the APC's findings of fact and conclusions of law; and

WHEREAS, no exceptions have been filed; and

WHEREAS, the Mayor and Council are in agreement with and hereby adopt the findings of fact and conclusions of law of the APC as to the Application as follows:

Section 1 Findings of fact:

- 1.1 The Applicant is requesting a variance of 6.6% or 495 square feet from the maximum allowable lot coverage of 30% or 2,250 square feet to permit the paving of an existing driveway.
- 1.2 The property is regular in shape and has an area of 7,500 square feet.
- 1.3 The front (north) and rear (south) property lines measures 60 feet in length and the side (east and west) property lines measure 125 feet in length.
- 1.4 The property is improved with a two-story single-family house, a screened porch, an enclosed porch, and a 91 foot long gravel driveway, leading to a detached, rear garage.
- 1.5 The property and the surrounding neighborhood is zoned R-55, single-family residential.
- 1.6 The subject house was constructed in 1946.
- 1.7 The subdivision dates to 1928.
- 1.8 The Applicants purchased the property with the existing improvements in place.
- 1.9 Previous Variances Granted: A variance was granted on June 8, 2010 for 3.4% or 303 square feet from the maximum allowable lot coverage of 30% or 2,250 square feet to construct an enclosed porch.

Section 2 Conclusions of Law

The APC makes the following conclusions of law with regard to CPV-2013-06, request for a variance of 6.6% or 495 square feet from the maximum allowable lot coverage of 30% or 2,250 square feet to permit the paving of an existing driveway:

- 2.1 The Property has an extraordinary situation in that the existing driveway is exceptionally long, 91 feet, in order to access a detached garage located in the rear yard. The house predates the first County Zoning Ordinance in 1949.
- 2.2 The strict application of the County Zoning Ordinance will result in peculiar and unusual practical difficulties to and an undue hardship upon the property owner because the Applicants cannot get a permit to pave the existing gravel driveway without a variance. Granting the variance will correct an oversight when the previous variance for lot coverage was granted without taking into account the flare of the driveway to access both bays of the garage. It is a practical difficulty to be unable to access both bays of the two-car garage.
- 2.3 Granting the requested variance will not impair the intent and purpose of the applicable County General Plan or County Master Plan because the driveway is counted as lot coverage whether it is paved or not and rear yard garages are characteristic of the neighborhood

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of College Park, Maryland that the findings of fact and conclusions of law of the APC are hereby adopted and a variance of 6.6% or 495 square feet from the maximum allowable lot coverage of 30% or 2,250 square feet be granted to permit the applicant to pave the existing driveway.

ADOPTED, by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the 14th day of January 2014.

CITY OF COLLEGE PARK,
MARYLAND

Janeen S. Miller, CMC
City Clerk

Andrew M. Fellows, Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

Suellen M. Ferguson
City Attorney

14-G-02

MEMORANDUM

TO: Mayor & Council
THROUGH: Joseph L. Nagro, City Manager *JL*
FROM: Stephen Groh, Director of Finance *SG*
DATE: December 26, 2013
SUBJECT: FY2014 Fire Department Capital Equipment Grants
 (Proposed Consent)

The FY2014 adopted budget provides \$45,000 in funding (in C.I.P. project 012006, account 25-40) for capital equipment grants of \$15,000 each to the 3 fire companies providing first response to residents of the City for the purchase and/or financing of capital equipment needs. Applications were sent to College Park, Branchville and Berwyn Heights Volunteer Fire Departments, and each department submitted complete applications by the deadline.

Submitted applications are summarized as follows:

College Park Volunteer Fire Department, Inc.	Apply to debt service on 2012 Pierce Pumper, which was delivered in May 2012. Total cost for this new pumper was \$502,814.	\$15,000
Branchville Volunteer Fire Company & Rescue Squad, Inc.	Apply to debt service on 2012 Ford F-450 ambulance chassis with Horton box, which was delivered in November 2012. Total acquisition cost was \$240,000.	\$15,000
Berwyn Heights Volunteer Fire Department & Rescue Squad, Inc.	Apply to debt service on 2010 Seagrave aerial ladder truck which responds to high-rise buildings in the City and on the UM campus. Semi-annual debt service is \$42,354.	\$15,000

We recommend that Mayor & Council review the submitted applications and make grant awards.

14-G-03

RULES AND PROCEDURES FOR THE
MAYOR AND CITY COUNCIL OF COLLEGE PARK

I. AUTHORITY

These rules are adopted pursuant to the authority provided in Art. VI, § C6-1.

II. MEETINGS

A. Regular Meetings.

The Mayor and Council shall normally meet in regular Meetings on the second and fourth Tuesday of each month and in regular worksessions on the first and third Tuesday of each month if necessary, but, in no event, less frequently than required by Art. VI, § C6-1 of the College Park Charter. The Mayor and Council may meet on other days where, in its judgment, an alternative day is either necessary or desirable. Notice of alternative meeting dates shall be confirmed in the annual meeting schedule and shall be given as set forth in this Section.

B. Annual Meeting Schedule.

An annual Meeting schedule shall be approved by the Mayor and City Council at its first regular Meeting in December of each year. In an election year, the schedule shall be approved by the new Council.

C. Worksessions.

The Mayor and Council will normally meet in worksession meetings on the first and third Tuesdays of each month. The Mayor and Council may meet on other days where, in their judgment, an alternative day is either necessary or desirable. Additional worksessions may be scheduled by the Mayor and City Council as required.

D. Special Meetings.

The Mayor and City Council may meet in special Meetings upon written request of either the Mayor or two members of the City Council. Notice of special meetings shall be given to each Councilmember at least twenty-four (24) hours in advance of such special Meeting and shall contain the purpose, date, time and place of such Meeting.

E. Emergency Meetings, Notice.

Emergency Meetings may be called with the consent of two-thirds of the Mayor and City Council members present for matters constituting a severe and imminent danger to the health, safety or welfare of the public. Notice of such Meetings shall be given as is feasible under the circumstances.

F. Executive Sessions.

The Mayor and City Council may meet in executive session (closed to the public) under the circumstances, conditions and for reasons set forth in Art. VI, § 6-3. Notice of Executive Sessions shall be given as required by law.

G. Information Meetings.

The Mayor and City Council may hold informational Meetings to present information to the residents of College Park and obtain feedback from residents of the City. The Mayor and City Council will determine the rules governing presentations made at such Meetings.

H. Limitation On Number Of Meetings.

No more than four (4) meetings may be held in any given month, unless approved by a majority of the Council present and voting. Except in the event of an emergency as determined in subsection E, in no event may council approve more than two (2) additional meetings in any given month.

I. Place of Meeting.

All Meetings of the Mayor and City Council, unless otherwise determined, shall be held at the College Park City Hall, Council Chambers, located at 4500 Knox Road, College Park, Maryland. Notice of change in Meeting place shall be prominently posted on the door of the regularly scheduled Meeting place and shall be given by such other means, including local cable, as may be feasible.

J. Meeting Time.

Meetings of the Mayor and City Council shall begin at [~~8:00~~] 7:30 p.m. unless a different starting time is established by the Mayor and City Council and reasonable notice thereof provided to residents of the City.

K. Public Notice of Meeting.

Proper notice of all Meetings of the Mayor and City Council shall be provided to the public by the City Clerk.

L. Quorum.

1. A quorum shall consist of five (5) members of the City Council and the presiding officer. To conduct official business, a quorum must be present at all times. To be "present" is defined as being within the Council Chambers or the Chamber in which the Meeting is being held as that area may be defined from time to time by the Mayor and City Council.

2. Once a Meeting has been properly convened with the presence of a quorum and the number of persons necessary to constitute a quorum is no longer present, the presiding officer or a Councilmember should bring this fact to the attention of the Mayor and City Council and the Mayor and City Council shall then be automatically, temporarily recessed until a quorum is

reestablished. Upon reestablishment of the quorum, the Mayor and City Council shall resume consideration of the matter before it at the time of the recess. If, in the opinion of the presiding officer, a quorum cannot be obtained within a reasonable period of time, the presiding officer shall declare the Meeting adjourned until the next scheduled Meeting; at that next Meeting, after taking up the usual preliminary matters, the Mayor and City Council shall resume its consideration of the matter that was before it when it previously adjourned. This shall not prevent any Councilmember from moving to table, defer, postpone, or make any other appropriate motion with respect to any pending matter.

M. Meeting Agendas.

The agenda for all Meetings of the Mayor and City Council shall be prepared by the City Manager and City Clerk in consultation with the Mayor. Agenda items submitted after the established deadlines may be considered by consent of a simple majority of members of the Mayor and City Council present at the Meeting. Agenda items shall be submitted no later than twelve o'clock noon on the Thursday preceding the Council Meeting at which the matter is to be presented. The agenda shall be posted at places where City notices are customarily posted and shall be communicated to residents of the City through the local cable channel. Work Session agendas shall be created that can be reasonably accomplished within three hours. The pace will be sped up after 11 pm to complete any unfinished business. A Consent Agenda may be established for regular Meetings which consists of items determined by a unanimous vote of the Mayor and City Council to require action but which do not require discussion. The agenda shall outline the established order of business. Items on the agenda can be reordered by the Mayor and City Council during the scheduled Meeting.

N. Agenda for Special Meetings.

The matter or matters to be considered at a Special Meeting of the Mayor and City Council shall be stated in the call to the Meeting. No other matters shall be considered unless all members of the Mayor and Council are present.

O. Distribution of Meeting Materials.

The agenda and related materials will be provided to members of the Mayor and City Council in advance of scheduled Meetings. The Mayor, Council and staff shall use emails and telephone calls whenever possible to reduce the need for explanation and discussion. Meeting materials will be prepared by the City Clerk and made available to members of the Council and the general public except for materials which are legally privileged or confidential no later than close of business on the Friday immediately preceding the Meeting of the Mayor and City Council at which such matters are to be considered. Materials shall be delivered to members of the Mayor and City Council pursuant to arrangements established with the member.

P. Conduct of Meetings.

1. Chairperson. The Mayor shall preside at all Meetings of the Mayor and City Council. The Mayor Pro Tem shall preside at all Meetings in the absence of the Mayor. In the absence of both the Mayor and the Mayor Pro Tem, the Mayor, or the Mayor Pro Tem, if the Mayor is not available to do so, shall designate a member of the City Council to preside in their absence.

2. Procedure.

a. Recognition. Council members shall be recognized by the presiding officer before speaking. Other persons at a Meeting of the Mayor and City Council may speak only when called upon or authorized.

b. Comments on Agenda Items. A member of the City Council who introduces an agenda item for action by the Mayor and Council may provide comments relating thereto. Comments by a member of Council who introduces an agenda item shall be limited to five minutes. The time which it takes the Councilmember to actually state the Motion shall not be included in the five minutes. Following introduction and seconding of an agenda item, each member of the Council may provide up to two comments on the item. Each comment shall be limited to three minutes. Amendments shall be treated as a new item for purposes of Council comments.

c. Council Comments. During the time established for Council comments at the end of any formal Council meeting agenda, a member of the Mayor and Council may offer comments provided they are limited to five minutes. Council comments shall be limited to no more than three items. Councilgrams should be used in lieu of Council comments whenever possible.

3. Motions in Writing. All motions pertaining to Ordinances, Council policies or other substantive proposals shall, where possible, be made in writing.

4. Reconsideration. A motion to reconsider a vote on any action may be made no later than the next regular Meeting following the Meeting at which the action to be reconsidered was taken. A motion to reconsider may be made only by a Councilmember who voted on the prevailing side of the action to be reconsidered or by a member absent when the vote was taken, although any member of the Council, and the Mayor when voting as allowed by law, may support the motion to reconsider. A motion to reconsider may be approved by a simple majority of those Council members present and voting. The same number of votes shall be required to approve the action upon reconsideration as was required to pass or adopt the original action.

5. Voting by Councilmembers, Mayor. When a question is put by the presiding officer, every member of the City Council present shall vote either "Yes", "No" or "Abstain". Each member of the Council may make a brief statement explaining the reasons for the member's vote. The Mayor, when authorized by law to vote, shall vote either "Yes", "No" or "Abstain" and may make a brief statement explaining the reasons for the vote. Upon request of any Councilmember, a roll call vote will be taken.

6. Public Participation. Members of the public may speak at public Meetings of the Mayor and City Council according to procedures established by the Mayor and City Council.

a. Sign-up Procedure. Cards will be placed in the back of the room for people to sign if they wish to speak. When they come to the podium, they will give the cards to the City Clerk. This will assure that the Minutes record the proper spelling of the name and a correct address.

b. Public Comment. Comments from members of the public are limited to three (3) minutes at the beginning of the Council meeting on any non-agenda and consent agenda items. A person may also speak for up to five (5) minutes after the portion of the Meeting devoted to general Council comments at the end of the evening Meeting. A speaker representing a group or organization will be allowed up to five (5) minutes to present the position of the organization. Questions by the Mayor or individual Councilmembers will not be counted against the speaker's time.

c. Comments on Agenda Action Items. Comments from members of the public are permitted on all agenda action items. Comments from members of the public on agenda items are limited to three (3) minutes and from speakers representing a group or organization to five (5)

minutes, except that the Mayor and Council may, by simple majority vote of those present, alter or waive the time requirements.

d. Written Comment. Public comment may be submitted in writing at or prior to the meeting. In order to be received by the Council as part of the record, the comment must include the specific agenda item to which it relates and the full name and address of the person submitting the comment. Comments that are submitted to the City Clerk prior to the close of business (5:00 p.m.) on the day of the meeting will be provided to the Mayor and City Council at the start of the meeting.

7. City Manager's Report. At the commencement of each meeting, the Mayor shall provide an opportunity for the City Manager to provide an oral report concerning new items of City business not previously furnished to Council in written form, or upon which staff believes immediate action or guidance is required by Council. Council comments or questions to the City Manager shall be limited to matters raised in the oral report or those which require immediate action by Council. All other questions or comments for response by the City Manager shall be deferred to the end of the meeting.

8. Presentations from developers in advance of requests for City support shall be limited to forty minutes.

9. When considering items where many questions are anticipated, a "round" approach shall be used in which each Council member, the Mayor, and appropriate staff shall be limited to one question per "round".

10. The presiding officer shall cut off overly lengthy remarks with support by the Council.

Q. Disorderly Conduct.

The presiding officer shall call to order any person who disrupts the orderly conduct of business at Meetings including speaking without being recognized, exceeding designated time limits, failure to be germane to the issue being presented or use of vulgarities.

R. Record of Meetings.

1. Responsibility for Meeting record. The City Clerk or the City Clerk's designee shall be responsible for minutes of each Meeting of the Mayor and City Council and for maintaining the official record, which shall include all Council actions. Minutes shall include:

- a. all motions made, the name of the mover and seconder, the method and outcome of the votes taken; and
- b. copies of resolutions, new or revised ordinances or other actions approved by the Mayor and City Council.

2. Public access to Meeting records. Minutes and records of Meetings of the Mayor and City Council shall be made available to the public by the Clerk in accordance with the Public Information Act and the State Open Meetings Laws.

S. Ordinances.

1. Ordinances may be enacted pursuant to the provisions of Art. VIII of the College Park Charter.

2. Public Hearing; Notice. As required by Art. VIII, § C8-2, a public hearing shall be held on proposed ordinances following publication of the ordinance or a fair summary thereof

in a local newspaper of general circulation. Emergency ordinances shall be considered pursuant to § C8-2B of the College Park Charter.

3. Majority vote. The affirmative vote of a simple majority of the members of the City Council present and voting shall be required for the enactment of ordinances, except as otherwise required by law.

4. Adoption. The Council shall not adopt an ordinance or ordinance change at the same Meeting at which the ordinance is introduced unless it is declared an emergency ordinance. Ordinances shall become effective twenty (20) days following Council approval unless the Council declares otherwise.

T. Parliamentary Authority.

Robert's Rules of Order, Newly Revised, as amended, shall govern all questions of procedure not otherwise provided for in these rules or by State or Federal Law.

U. Biennial Review of Rules.

The rules and procedures of the Mayor and City Council shall be reviewed at least biennially by the Mayor and City Council. Public notice and an opportunity for public comment shall be provided prior to making changes in these rules. Changes in procedure may be made by majority vote of the Mayor and City Council at the regular Meeting after the change in rules or procedures is proposed.

V. Rescission and Suspension of Rules.

A motion to rescind or amend something previously adopted or a motion to suspend these rules may be brought pursuant to the appropriate section of Robert's Rules of Order.

W. Conduct of Councilmembers.

1. If the Mayor or any member of the Council indulges in any language or conduct unbecoming to the office, the member shall be called to order by the presiding officer and, in such case, the offending member shall lose the floor and shall not proceed without the approval of the majority of the members present. The Mayor and Council may, by vote of all members of the Mayor and Council, excluding the offending member, expel the Mayor or any member of the Council from a Meeting for disorderly conduct or violation of Council rules.

2. Conflict of Interest. No Councilmember shall participate in any matter pending before the Council on which the Councilmember has an interest, as defined in the City's ethics ordinance, or has taken a formal position as a party in a legal matter which is contrary to the legal position of the City of College Park in such matter. The determination of the existence of a conflict shall be made by a vote of not less than six (6) members of the Council and shall be based on a finding that a conflict exists with a statement setting forth the basis of the finding to be included in the minutes of the Meeting. Upon such finding, the presiding officer shall exclude the conflicted member from participation in any consideration of the matter on which the member is conflicted and from being present at Executive Sessions addressing the issues as to which the Councilmember is conflicted.

3. Representation Before Other Governmental Organizations. When a Councilmember appears before any other governmental agency or organization to give a statement on an issue affecting the City, the Councilmember shall first identify the adopted position of Mayor and Council with respect to that subject, if any. Thereafter, the Councilmember may provide a statement of personal opinion or comment (including a minority or opposing viewpoint), provided the Councilmember expressly acknowledges that such statements do not represent the position of the City.

X. Conduct of Work Sessions.

1. No person or group shall be interrupted by the Mayor or any Council member during a presentation at a work session. Questions may be asked at the end of the presentation.

2. Neither the Mayor nor any member of Council may speak for more than five (5) minutes without interruption upon any single agenda item. The Chairperson of the work session shall deny the floor to any member of the Council after that person has spoken for five (5) minutes or more, either at the Chairperson's own instance or upon a point of order.

3. A request for a show of hands not to discuss an agenda item any further shall always be in order.

4. It is the goal of the Mayor and Council to complete all work sessions by 11:00 p.m. All work sessions must cease by midnight, and the Council is therefore considered adjourned. In the event that a simple majority of Council wishes to continue the work session beyond midnight, it may do so by a straw vote. Upon failure of the straw vote to carry by a simple majority, all Council activities will cease at midnight. If during the course of the meeting, anyone wishes to leave the chambers for any reason, they may feel free to do so, but the rest of the Council will continue their agenda and a recess will only be taken in case of an emergency.

Y. Charter Amendments. Charter amendments may be enacted by resolution pursuant to the provisions of Article 23A, §11 et seq. of the Annotated Code of Maryland. Prior to adoption, a public hearing shall be held on charter resolutions initiated by the Council following publication of the resolution or a fair summary thereof in a local newspaper of general circulation. The Council shall not adopt a charter resolution at the same Meeting at which it is introduced. The pre-adoption notice and publication requirements of this subsection, as well as

the requirement that the charter resolution not be adopted at the Meeting at which it is introduced, may be overridden by the Council by a majority vote.

Z. Use of Staff Resources. Neither the Mayor nor any members of Council may request that staff time in excess of two hours be spent on a specific item unless prior approval has been granted by the Mayor and Council.

14-G-04

MOTION:

I move that the City Council authorize the City Manager to contract with Avrio RMS Group, in an amount not to exceed \$65,000, to expand the City security camera system along Baltimore Avenue in the Lakeland neighborhood, through an amendment of the existing City contract with Avrio as approved by the City Attorney.

Discussion

On October 30, 2013, the City received a \$50,000 grant award from the Governor's Office of Crime Control and Prevention (GOCCP) for expansion of the City's security camera system into the Lakeland area neighborhood. The Council must approve purchase of equipment and services due to the proposed cost in excess of \$30,000.

The original application submitted to GOCCP was for \$216,512 for a system of remote controlled pan/tilt/zoom (PTZ) and license plate recognition (LPR) security cameras at 11 locations to expand the City's security camera and license plate recognition system to the Lakeland area. The City was only awarded \$50,000 and requested a revised quote from Avrio RMS Group, the currently contracted vendor for City security cameras.

The \$50,000 proposal provides for three (3) PTZ cameras and one (1) LPR to be installed at three (3) locations along Baltimore Avenue. An additional LPR camera, on Baltimore Avenue, will be included at a cost of \$15,000 paid from available City funds. By installing these cameras at these 4 locations, all vehicles entering the neighborhood can be monitored, and pedestrian traffic and incidents along Baltimore Avenue from south of Lakeland Road extending north of Berwyn House Road can also be monitored.

For an additional cost, UMD police can monitor and control the PTZ cameras and receive LPR data for stolen or suspicious vehicles. Consultation with UMD police confirmed these four locations as the best use of this reduced grant project to expand the existing City CCTV/LPR security system. Future expansion will depend on available funding.

14-G-05

Appointments to Boards and Committees
January 14, 2014

14-G-05

Mayor Fellows:

- Reappoint Chris Dullnig to the Airport Authority, for a three year term
- Reappoint Clay Gump to the Cable Television Commission
- Reappoint Steve Brayman as a Class B Director to the College Park City-University Partnership
- Reappoint Andrew Fellows as a Class B Director to the College Park City-University Partnership
- Reappoint Gail Kushner to the College Park Ethics Commissions

Councilmember Wojahn:

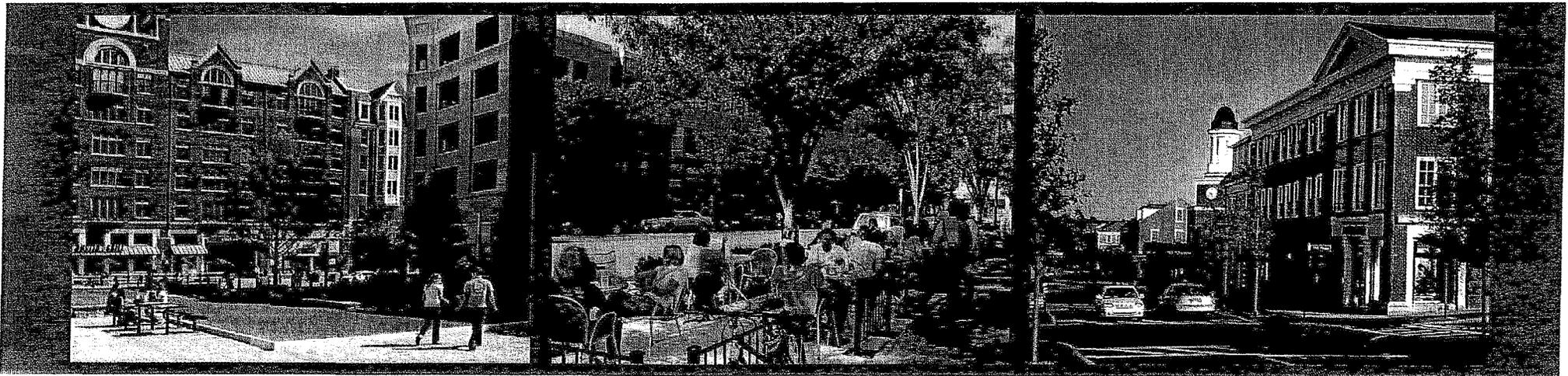
- Appoint Kennis Termini to the Committee for a Better Environment

1.

**Concept Plan
For Route 1
Redevelopment**

ROUTE 1 WORKSHOP
ROUTE 1 REDEVELOPMENT

NOVEMBER 2013



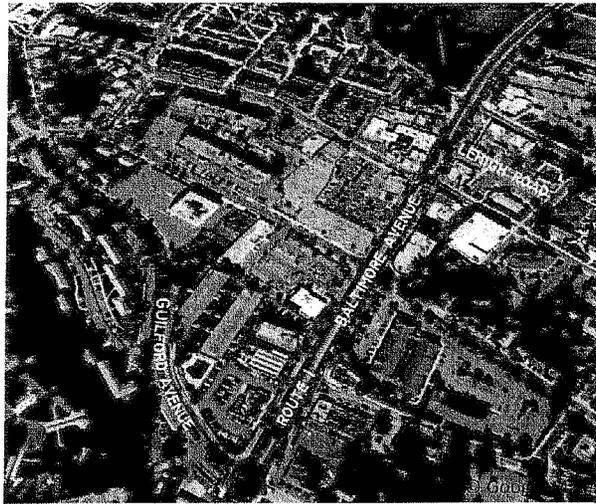
PREPARED FOR
COLLEGE PARK CITY-UNIVERSITY PARTNERSHIP

PREPARED BY
DESIGN COLLECTIVE

TABLE OF CONTENTS

- Background
- Plan Summary
- Transportation
- Land Use and Program
- City Hall Site
- Sector Plan and Design Considerations
- Unresolved Items

INTRODUCTION



Aerial view of Route 1 study area



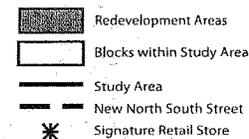
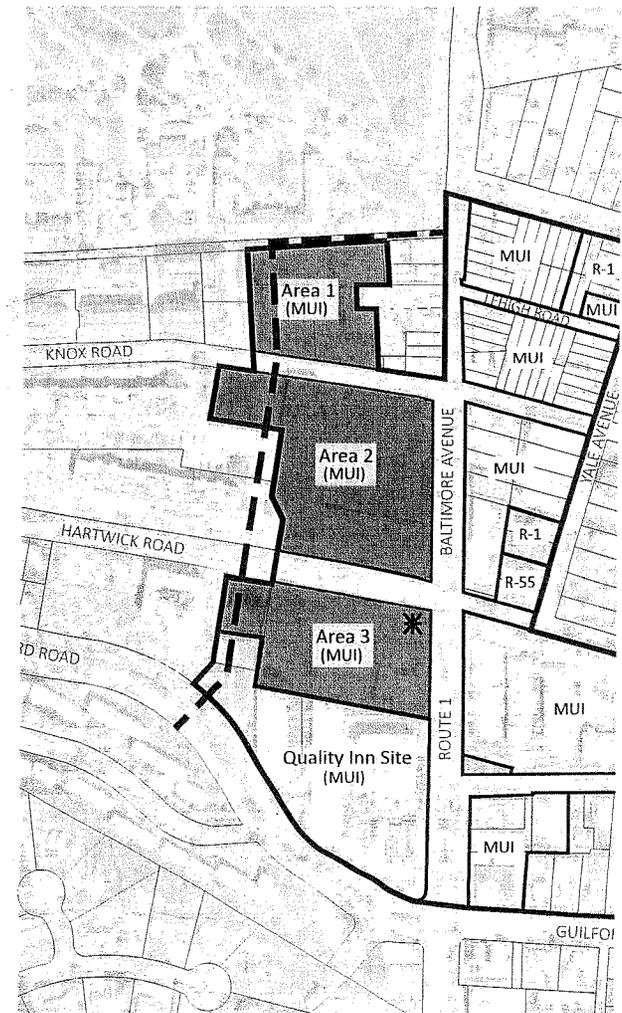
View of Route 1 southbound

The College Park City-University Partnership engaged Design Collective, a Baltimore-based architecture and planning firm, to facilitate a workshop with area stakeholders to define a redevelopment vision for an approximate 8 block area along Route 1 in Downtown College Park, from College Avenue to Guilford Road. The workshop occurred on September 26, 2013, in College Park. Workshop participants represented, among others, the University of Maryland, the City of College Park, property owners, developers, and local businesses. Detailed Meeting Minutes are under separate copy. This report booklet summarizes key findings.

WORKSHOP OBJECTIVES

The most salient workshop objectives included:

1. Identify redevelopment objectives for near term development for the 3 blocks west of Route 1 (Area's 1, 2, and 3 on the plan titled Study Area), from Southgate to Applebee's. (Buildings immediately facing Route 1 between Southgate and Knox Road, in Area 1, will likely remain while other buildings may be demolished. Buildings within Areas 2 and 3 will likely be entirely demolished)
2. Identify redevelopment objectives for medium term development on the block west of Route 1 between Applebee's and Guilford Road (the Quality Inn site).
3. Identify redevelopment objectives and/or expansion options for near term development of City Hall and the City Hall site (recognizing that City Hall expansion needs are an immediate priority).
4. Identify redevelopment and/or improvement objectives for longer term development on the blocks east of Route 1 between College Avenue and Guilford Road.
5. Identify transportation, connectivity, circulation, and multi-modal (pedestrian, bicycle, transit, safety, etc) improvements needed to support redevelopment objectives.



WORKSHOP OBJECTIVES



Area 2 at the corner of Knox Road and Route 1

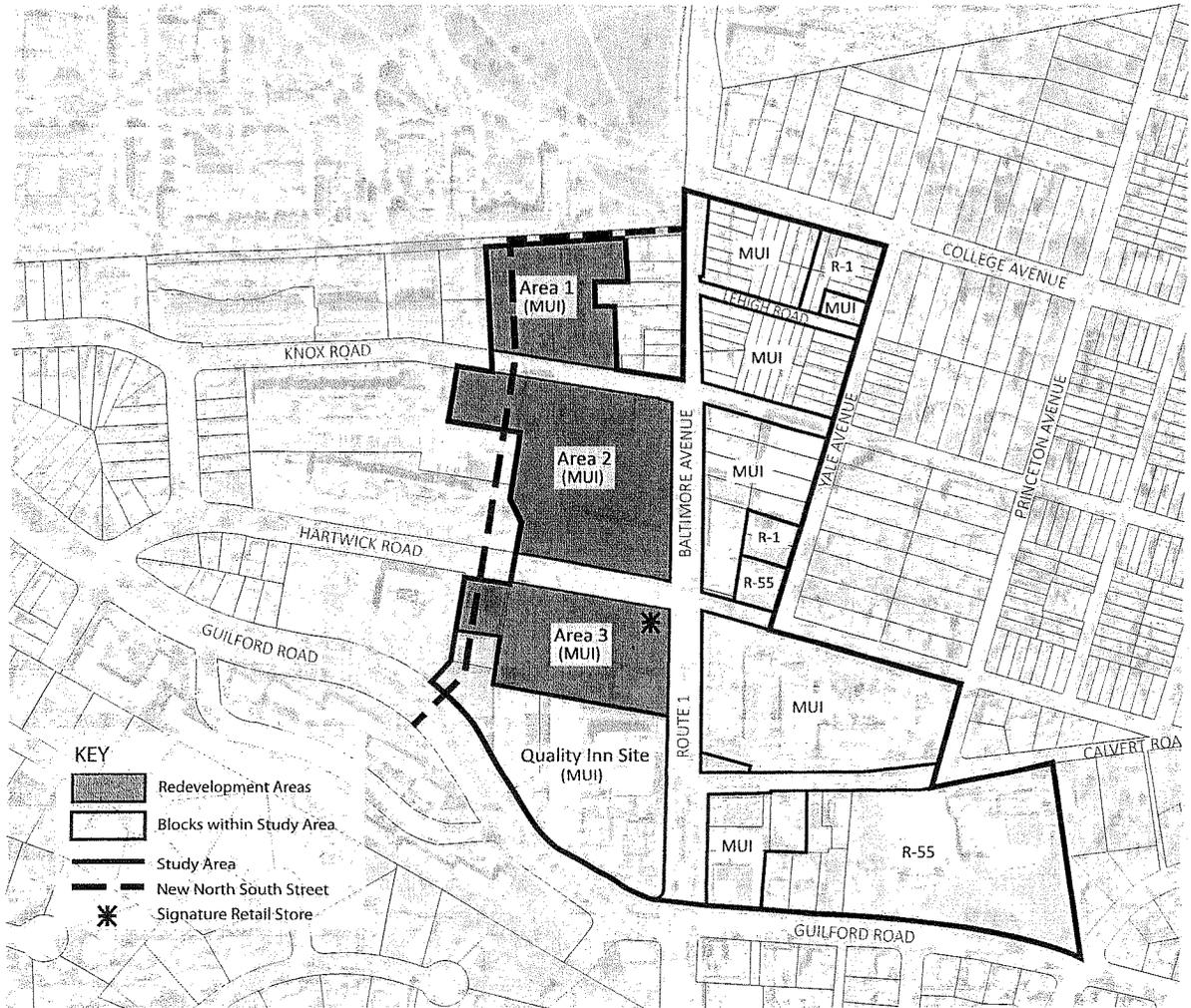


Area 3 at the corner of Hartwick Road and Route 1

5. Identify transportation, connectivity, circulation, and multi-modal (pedestrian, bicycle, transit, safety, etc) improvements needed to support redevelopment objectives.
6. Identify retail strategies (for ground floor) and land use strategies (for upper levels) for each block, and to support redevelopment objectives.
7. Identify height, massing, and neighborhood transition strategies for each block.
8. Identify Sector Plan and/or zoning constraints that may impact the development vision.
9. Identify and confirm all unresolved items that may need further discussion.

The primary outcome of the workshop was a general agreement among all participants to transform the study area into a more attractive, mixed-use, walkable downtown district consistent with the Sector Plan's goal of creating a "Walkable Node." The following pages and diagrams summarize key development characteristics, land use strategies, and infrastructure improvements necessary to support the desired transformation.

STUDY AREA DIAGRAM



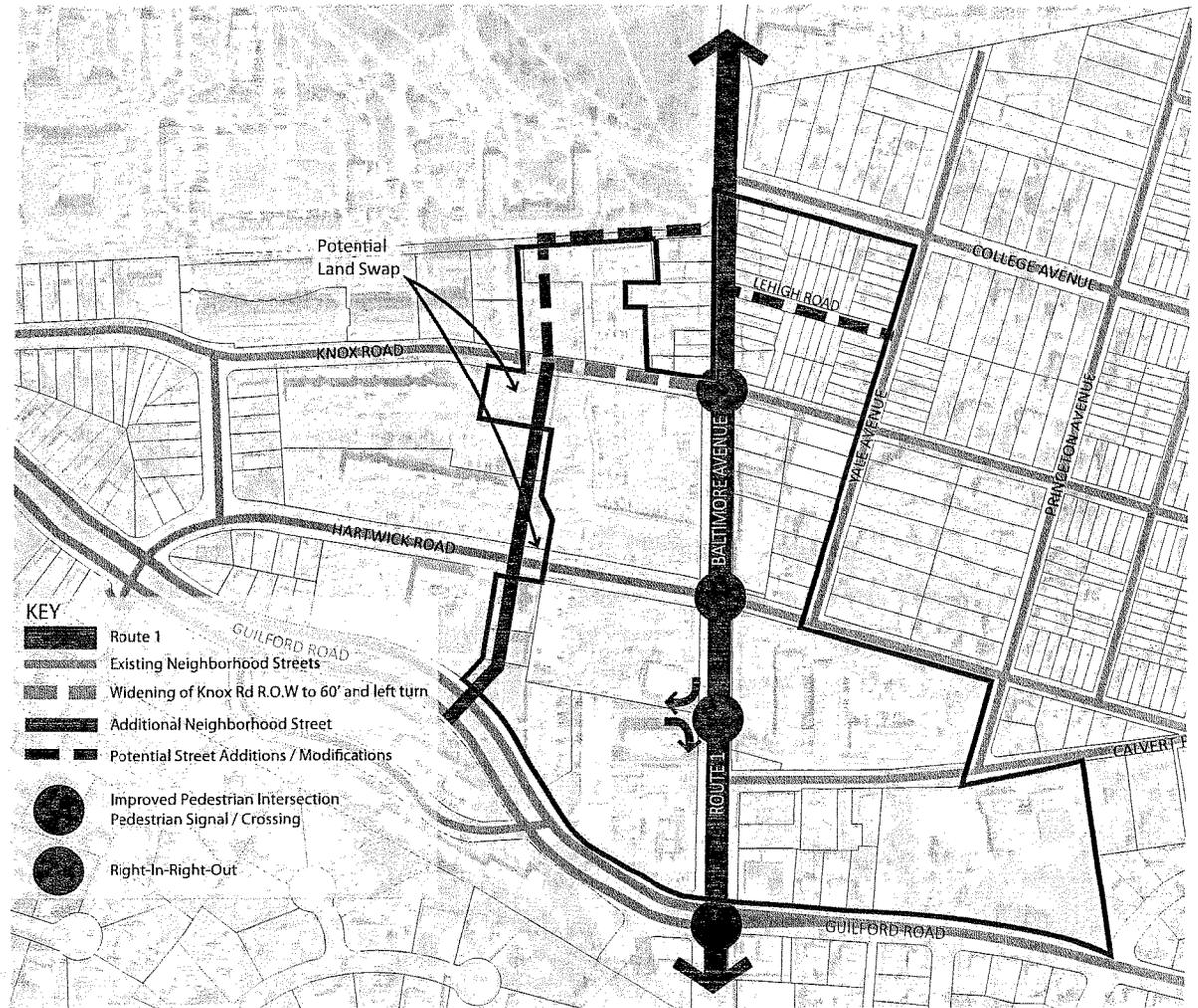
Route 1 Study Area Diagram

The study area includes approximately 8 blocks, under various property ownership (including, among others, UMD, JBG Rosenfelds, the City of College Park), and is zoned primarily MUI, which allows for mixed-use, up to 6 stories, but transitioning in height to 2-3 stories adjacent to residential property. (refer to the Route 1 Sector Plan for more details).

STREET NETWORK

The study area includes a network of streets. The Neighborhood Streets (as shown in the Street Network diagram) create a fine-grained network of small blocks east of Route 1, but much larger blocks west of Route 1.

Workshop participants supported the need to widen Knox Road, west of Route 1, for approximately 1 block, to allow for a dedicated left turn to northbound Route 1; as well as, if appropriate, on-street parking.



Route 1 Street Network Diagram

STREET NETWORK

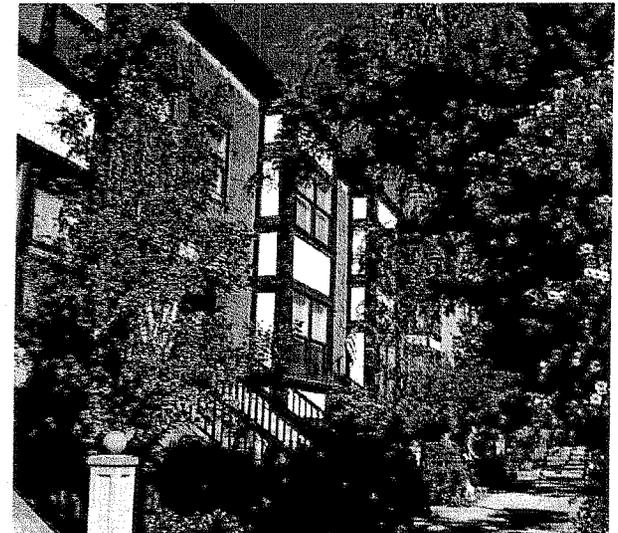
Additionally, the plan suggests a new north-south Neighborhood Street, west of the study area, connecting Lehigh Road and Guilford Road. This new street should be residential in character, provide access to parking and service, and should connect across the stream/median on Guilford. This new street should be 2 lanes with on-street parking, continuous sidewalks on both sides, and aligned with building fronts, stoops, shops, and/or residential amenities (lobby, lounge, exercise room, etc). Garages and service should be hidden from view and/or wrapped. To create a thoughtful and attractive alignment, a land swap between adjacent property owners may be desirable for this new north south street.

The continuation of this new street may connect north to Lehigh Road, through the UMD owned land (Area 1) and to/from Route 1, as the diagram shows. Options for this short section of Lehigh, west of Route 1, include:

1. 2 lanes in both directions from Route 1 to Knox Road, as it currently exists;
2. 1-way only (right in) from southbound Route 1; although, 2-way from Knox Road to enable in/out of garage/service on the block); or,
3. Pedestrian only, connecting South Campus Commons and UMD to Route 1 (this section is a heavily used pedestrian connection); with 2-way in/out of the site from Knox Road only.

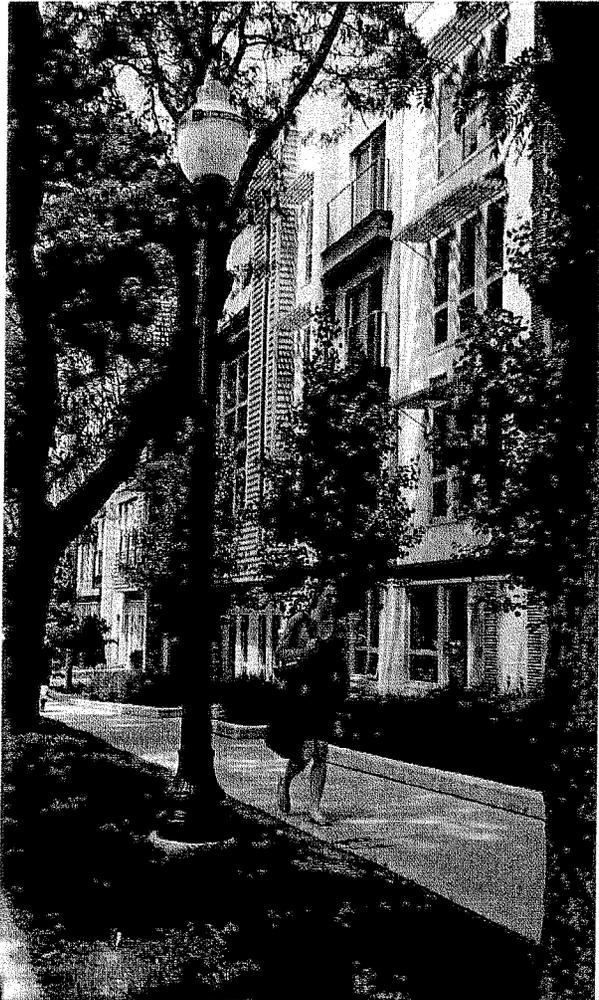


Commercial street, Falls Church, VA



Residential streetscape

STREET NETWORK



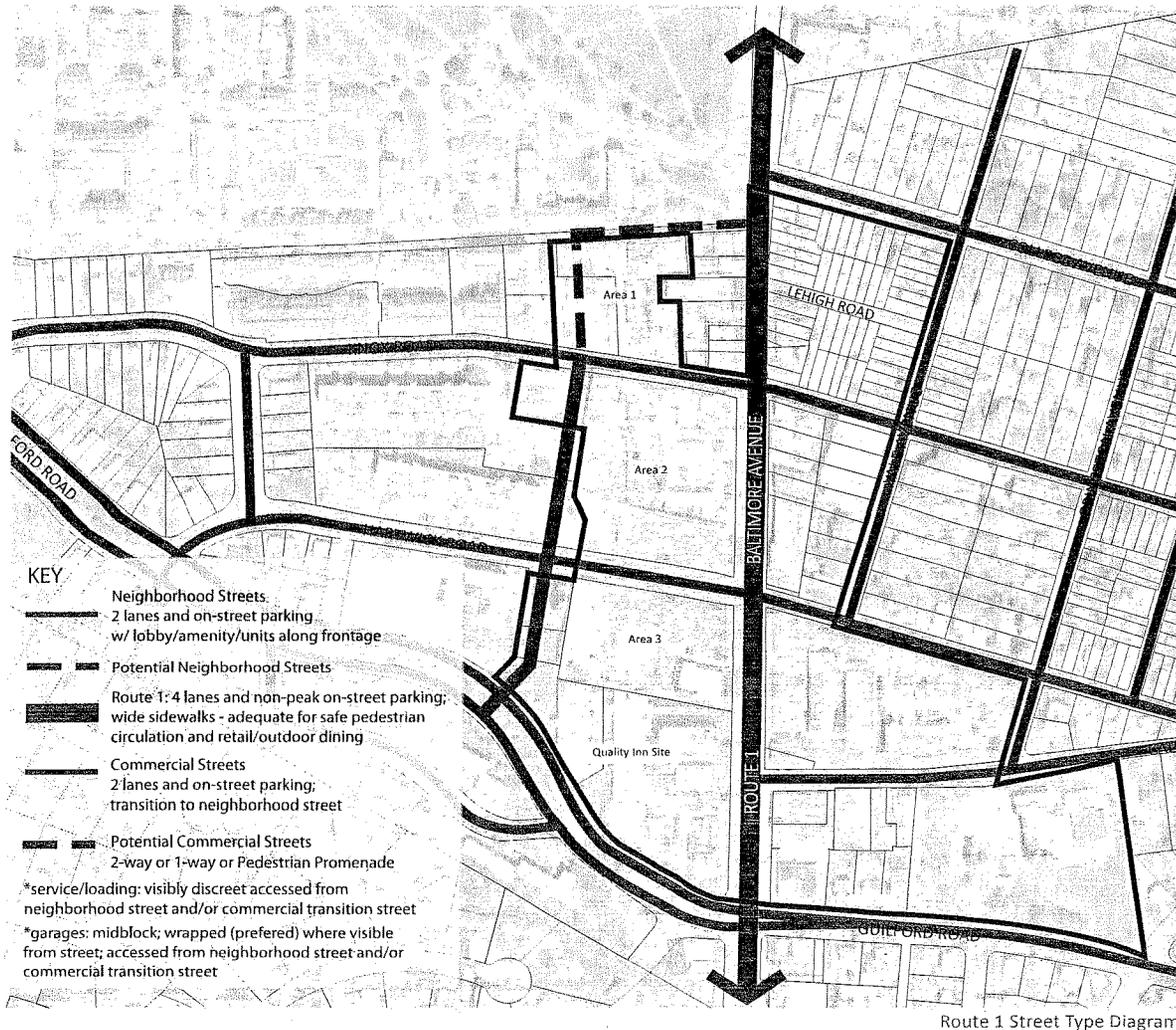
Residential streetscape

The Lehigh “connection” (ped vs auto), as well as the development program for Area 1, will be determined as part of future discussions with the University as they evaluate how the site should be developed.

Workshop participants also suggested the need for improved pedestrian safety along and across Route 1. More clearly marked crosswalks and/or pedestrian signals should be considered at the Knox, Hartwick, and Guilford Road intersections.

As part of the redevelopment of Area’s 1, 2, and 3 and the Quality Inn site, existing curb cuts should be removed, and access should be limited to the 4 primary Neighborhood Streets (Lehigh, Knox, Hartwick, and Guilford); no vehicular access should be directly from Route 1 other than these streets. However, a right-in/right-out may be needed between Area 3 (Applebee’s) and the Quality Inn site. This may be considered an additional street, or alley, that connects to mid-block parking/garage, and/or through to the new north-south street (if desirable). Although not desirable, additional curb cuts along Route 1 may be needed to provide access into/out of proposed garages – these should be considered and evaluated as part of any development proposal.

STREET TYPE

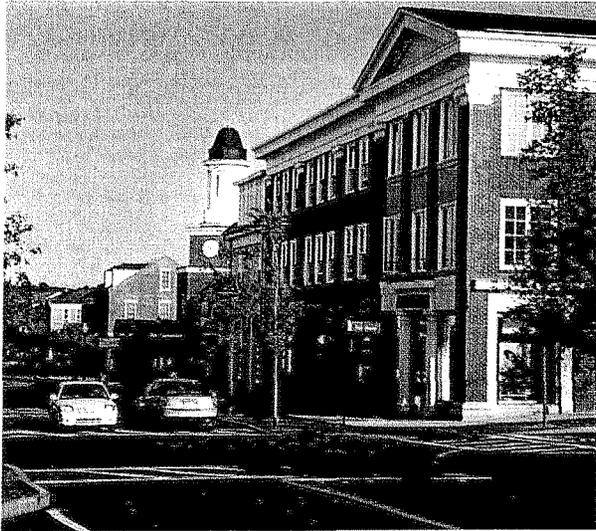


The study area includes 3 primary street types.

Route 1 is a 4-lane commercial/mixed-use thoroughfare that carries large volumes of vehicular traffic moving north-south through the study area as well as vehicles and pedestrians moving within the study area. Route 1 should continue to function as a 4-lane commercial thoroughfare.

Improvements should include 1) on-street parking during non-peak hours; 2) more clearly marked pedestrian crosswalks; 3) limited curb-cuts; 4) wider sidewalks (20 – 25 feet wide) adequate for outdoor dining and safe pedestrian circulation; and 5) bike lanes or cycle track.

STREET TYPE



Commercial street, Mashpee Commons, Mashpee, MA



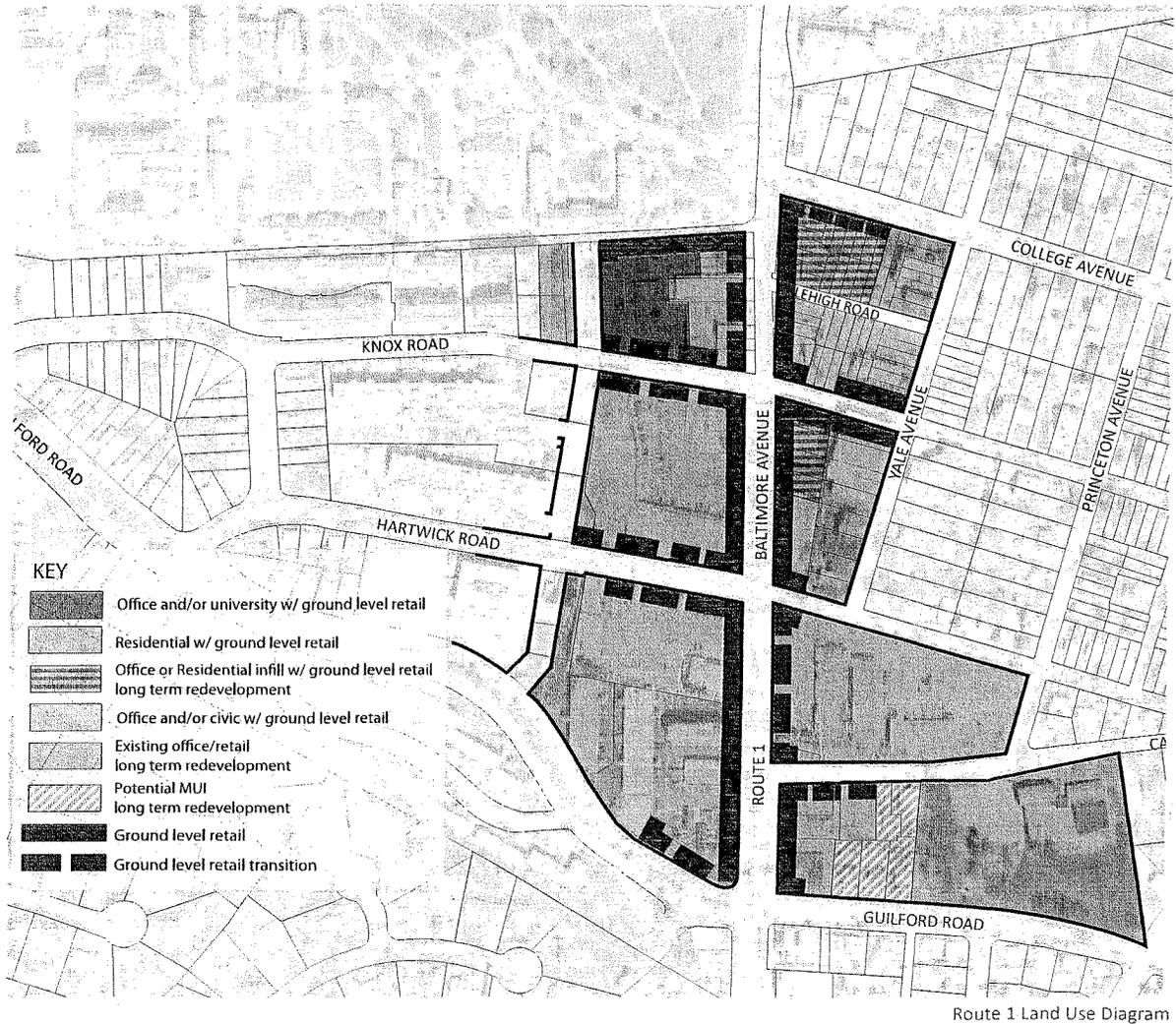
Commercial street, Rockville, MD

Commercial Streets are the 1-block sections of the Neighborhood Streets linking the neighborhoods to Route 1; these are “transition” streets and include retail, office, and/or residential uses along their frontages. Commercial Streets should function as transition streets, with adequate sidewalks to service either retail, residential, or office uses. Commercial Streets should include 2 lanes, freely moving in either direction, and have on-street parking, although occasionally this lane may need to become a dedicated turn lane.

Neighborhood Streets are largely 2 lanes with on-street parking (occasionally) that support movement of vehicles and pedestrians into/from and among the neighborhoods. Neighborhood Streets are residential in character, include 2 lanes in either direction with on-street parking where possible, and should include adequate and safe sidewalks. The new north south street is also a Neighborhood Street.

There was some discussion about all streets being “Complete Streets;” serving pedestrians, cyclists, transit, and vehicles equally. There was also some discussion about converting certain streets to one-way, adding bike lanes (to streets that may be wide enough currently), painting sharrow markings, and non-peak parking along Route 1, similar to Hyattsville. Discussion about these items should continue.

LAND USE



West Side of Route 1:

Area 1 is suggested to include 170,000 SF of office and/or university-related use with ground floor retail facing Lehigh Road/Southgate Lawn to the north and facing Knox Road to the south. The site is MUI and other uses are permissible. The buildings along Route 1 will remain. New buildings are anticipated to be approximately 6 stories. The Sector Plan calls for minimum 2 stories and maximum 6. The new north south street may extend to Lehigh Road and, if so, a small green may be appropriate as a transition to South Campus Commons to the west.

Although this green space is shown in the Sector Plan, it was determined in the Workshop that it may not be needed; if the north south road ultimately does not extend north to Lehigh, a new building may extend further west. Parking for this site may be accommodated on site and/or in the City Garage.

LAND USE DIAGRAM



Mixed-use, 5-story over retail



Mixed-use street, Santana Row, San Jose, CA

Area 2, 3, and the Quality Inn site are suggested to be residential with ground floor retail. Although, the sites are MUI and other uses are permissible. Retail should be continuous along Route 1. Retail, residential units and/or residential amenity space should be along Knox, Hartwick, and Guilford Roads. Residential units and/or residential amenity space should front along the new north-south street. Parking is proposed to be multi-story garages in the center of each block, wrapped with residential units. Buildings are anticipated to be approximately 6 stories.

Area 2 is suggested to include 300 market-rate residential units; Area 3 to include 200 units; and the Quality Inn site as, potentially, 200 to 300 units. Student housing is not preferred, although more supportable on the west side of Route 1 rather than the east side. For instance, the “Knox boxes” are being redeveloped as student housing. Retail tenants are unknown at this time, although complimentary retail and restaurants are anticipated, as either small shops and/or retail anchors. Area 3 also includes, potentially, a “signature” retail store at the intersection of Hartwick Road and Route 1.

East side of Route 1:

The small shopping center in the study area’s northeast corner, bounded by Route 1, College Avenue, Yale Avenue, and Lehigh Road is likely a long term redevelopment. If redeveloped, buildings should be close to the street (eliminating the parking lot in front), with ground floor retail, and housing or office above. Building heights may be 6 stories, but will need to transition to adjacent residential per the Route 1 Sector Plan – 2 to 3 stories adjacent to residential.

LAND USE

The City Hall block, bound by Lehigh, Yale, Knox, and Route 1, is planned to accommodate a new City Hall building. See attached plans for various approaches that provide additional opportunity for other development on the block together with a new City Hall. Additionally, there may be merit in re-thinking Lehigh Road, consolidating blocks, and building a new City Hall in the near term that anticipates a larger, more comprehensive redevelopment in the future that combines both blocks. Building heights may be 6 stories, but will need to transition to adjacent residential per the Route 1 Sector Plan- 2 to 3 stories adjacent to residential.

The City Garage block, bounded by Knox, Yale, Hartwick, and Route 1, is likely a longer term redevelopment where the garage would remain and smaller infill development and/or renovation strategies may be considered. Even in the longer term retail should be located on the ground floor and facing Route 1 with potentially office and/or residential use above.

The block bounded by Hartwick, Princeton, Calvert, and Route 1 is currently occupied with fully leased office. Any redevelopment of this block will likely be long term. Redevelopment should include retail on the ground floor facing Route 1 and, to the extent practical, retail along Hartwick and/or Calvert transitioning to office or other use to the east. Upper level uses are suggested to remain office, as residential on the east side of Route 1, especially student housing, is deemed less desirable. Building heights are suggested at approximately 6 stories, transitioning to 2 to 3 stories where adjacent to existing residential per the Route 1 Sector Plan.



© Google Maps
Corner of Knox Road and Route 1



Easton Town Center, Columbus, OH

The block in the study area's southeast corner, bounded by Calvert, Guilford and Route 1, is currently retail/commercial and residential; the area to the east is the Recreation and School site, owned by the City of College Park. The City owned site was discussed as a potential City Hall location. The existing residential zoned properties were discussed as potential candidates for rezoning to MUI, to be combined with the existing MUI properties to create a more viable redevelopment opportunity. Without rezoning, the existing commercial properties will likely remain.

If redevelopment long term were to be considered, retail on the ground floor should face onto Route 1, and uses above were suggested to be office; as residential on the east side of Route 1, especially student housing, is deemed less desirable.



Bethesda streetscape, MD



Cycle track



Commercial Streetscape, Washington, D.C.



Commercial Streetscape, Stamford, CT

CITY HALL OPTIONS



College Park City Hall main entrance



College Park City Hall facing southeast

The City Hall garage was built to support redevelopment and investment on the east side of Route 1. The City Hall site, bounded by Route 1, Lehigh, Yale, and Knox Road, was discussed as an opportunity to help achieve this goal. Several options were discussed and evaluated. A recommendation how to proceed was identified as a very high and immediate priority.

In all options, the block north of Lehigh Road (the small shopping center that includes the Bagel Place and Five Guys) will likely remain; the plan shows a potential new development/building footprint that could include ground level retail facing Route 1, College Avenue, and Lehigh, with office or residential above. Parking will need to be accommodated in the City Garage.

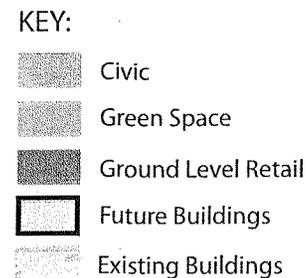
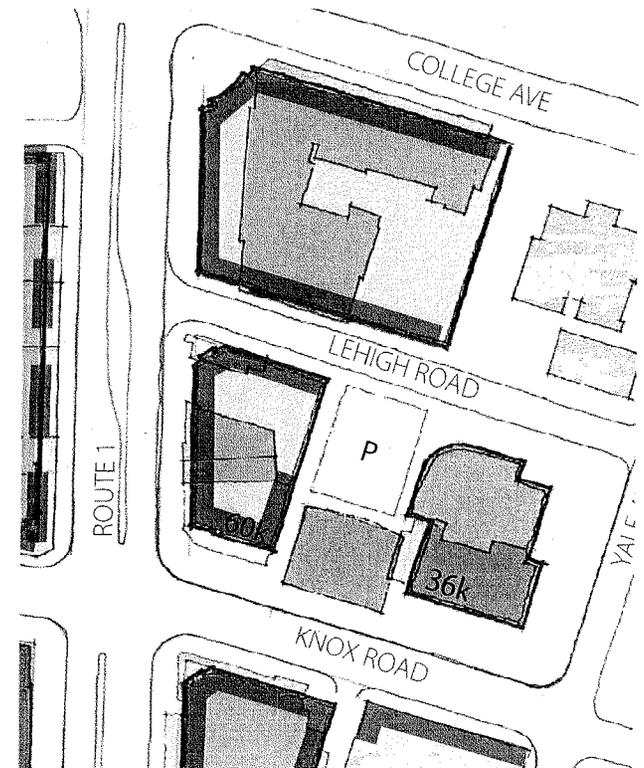
CITY HALL OPTIONS

Option 1 reflects the current proposal to renovate the existing building and expand to the north. The plan suggests a small civic green where a portion of the current surface parking lot exists. The remainder of the block is owned by UMD (the properties at the NW corner of Lehigh and Route 1 and the SW corner of the block), the City of College Park (the remainder of the surface parking lot), and 2 other property owners (the buildings along Route 1 between the 2 UMD properties).

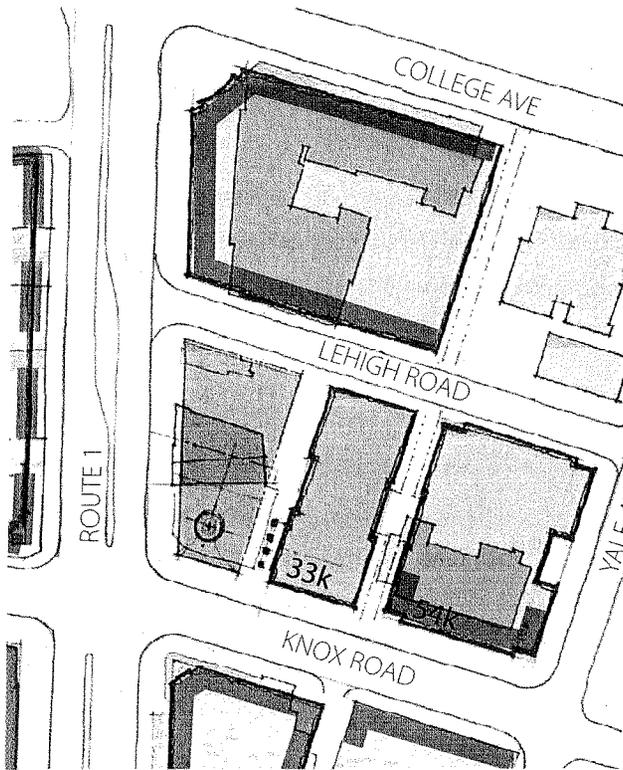
If the remainder of the properties were consolidated and redeveloped, such as for office and/or university use, an approximate 10,000 SF building footprint is achievable. A building height of 4 stories or at a maximum allowable height of 6 stories would yield a total of 40,000 or 60,000 SF, respectively. While some parking can be accommodated at the existing surface lot, it would be necessary to accommodate additional parking in the City Garage.

Pros Continue with current plan, costs and timetable

Cons Must vacate City Hall during construction
 Keeping building limits creativity
 Doesn't maximize use of land
 Doesn't create a "signature" presence



CITY HALL OPTIONS



KEY:

- Civic
- Green Space
- Ground Level Retail
- Future Buildings
- Existing Buildings

Option 2 places the City Hall building immediately behind the existing buildings along Route 1. If the UMD building in the SW corner is demolished, City Hall would be visible from Route 1, even in the immediate term. The UMD site (demolished) could be a place for the civic green (small in the short term) and, once the other buildings along Route 1 were to be acquired and demolished, the civic green is expanded to command an even greater presence on Route 1.

The civic green could be a place to host a variety of civic events that would be immediately visible from Route 1 and help to activate this important corridor in a more meaningful way. Lehigh Road could be closed occasionally in all options, offering an opportunity to create a more robust setting for civic events.

The future office and/or university building adjacent to Yale Avenue would have an approximate 18,000 SF footprint. A building at the maximum allowable height of 3 stories would yield a total of 54,000 SF.

Pros May stay in current building during construction
Creates "signature" City Hall presence
Creates open space on Route 1

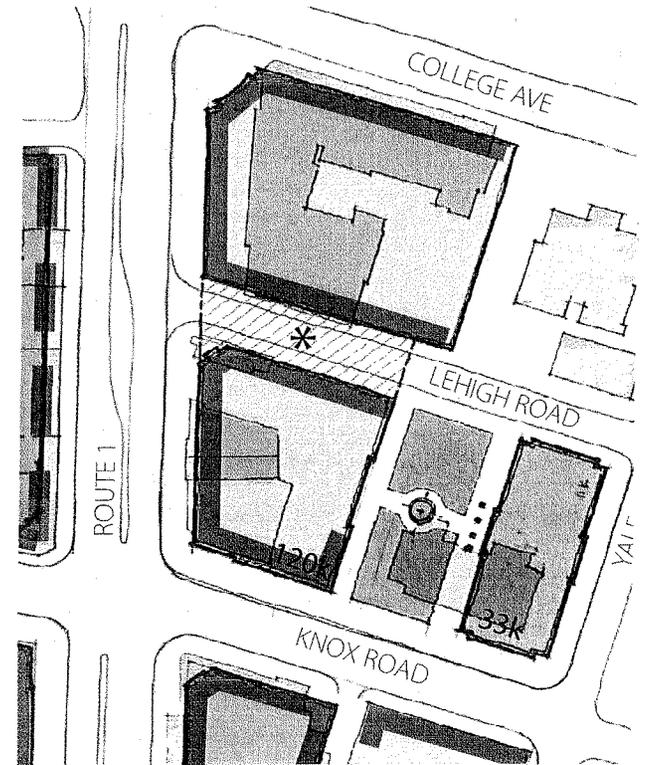
Cons Uncertainty of assembling Rte 1 properties
Limits future building size to about 54,000 GSF
Additional design cost

CITY HALL OPTIONS

Option 3 suggests an entirely new City Hall building close to Yale Avenue, leaving adequate area for a civic green, while maximizing future development of the site. Such an approach may enable a future building with an approximate 20,000 SF footprint for office and/or university use. A building height of 4 stories or at a maximum allowable height of 6 stories would yield a total of 80,000 or 120,000 SF, respectively.

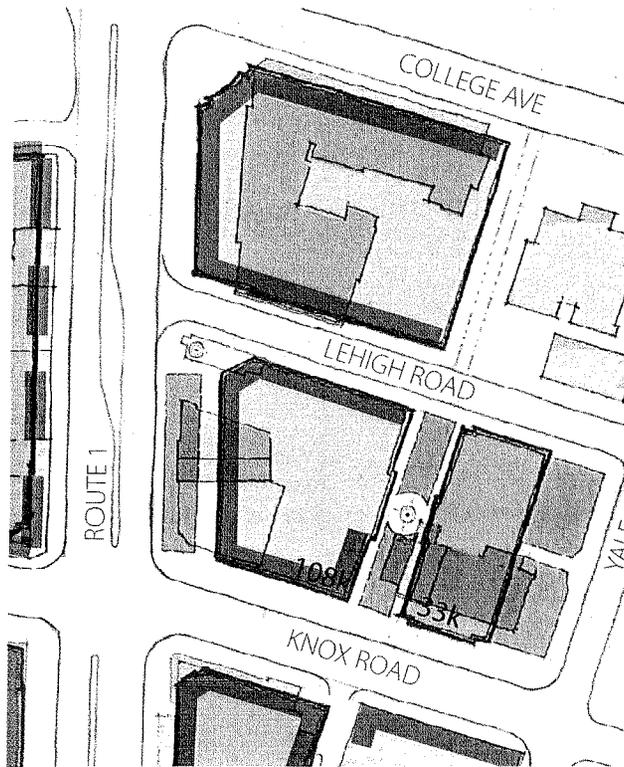
***Option 3A**, denoted by the hatched area, extends the future development site described in Option 3 to the block adjacent to College Ave. by closing a portion of Lehigh Road. This extension could maximize the amount of retail along Route 1 and create a more continuous “thread” of storefronts along the Route 1 corridor streetscape. This combined approach maximizes future development, including the potential for parking structure as part of a larger mixed-use development.

- Pros
- Maximizes future development (esp. 3A)
 - Green space links Lehigh and Knox
 - Appropriate height transition
- Cons
- Must vacate and demolish building
 - Additional design cost
 - Limited presence from Route 1

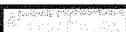


- KEY:
- Civic
 - Green Space
 - Ground Level Retail
 - Future Buildings
 - Existing Buildings
 - * Option 3A

CITY HALL OPTIONS



KEY:

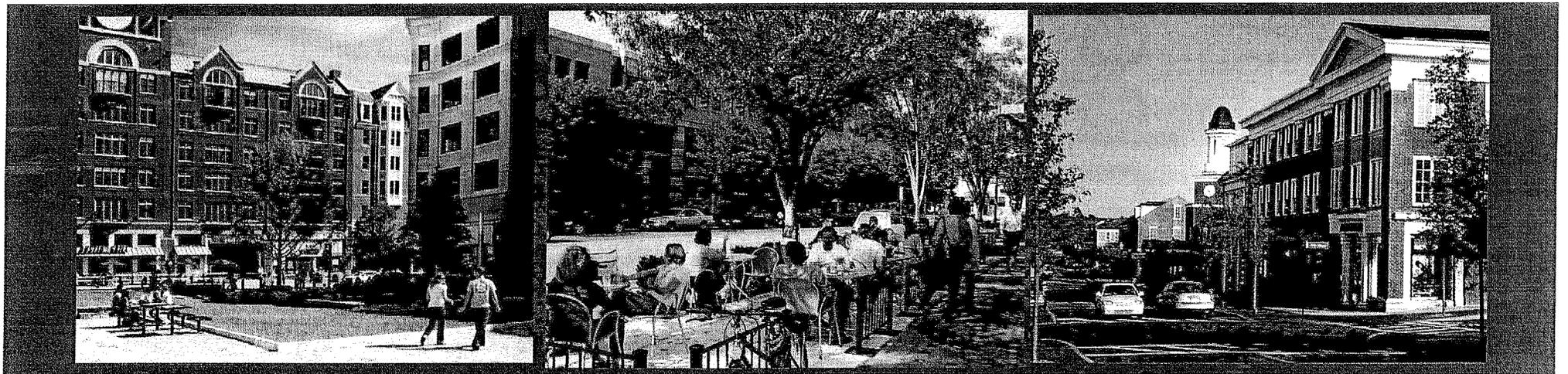
-  Civic
-  Green Space
-  Ground Level Retail
-  Future Buildings
-  Existing Buildings

Option 4 places City Hall along Yale Avenue, maximizing future development potential of the site. In this scenario, City Hall and the civic green have little or no presence from Route 1. By repositioning the future development site, however, a plaza adjacent to Route 1 could provide opportunities for outdoor dining and active street use. A central green space provides a link between the future development site and city hall uses. In the short term, surface parking could remain; in the long term, parking would need to be accommodated in the City Garage.

The future building would have an approximate 18,000 SF footprint. A building height of 4 stories or at a maximum allowable height of 6 stories would yield a total of 72,000 or 108,000 SF, respectively.

- Pros
 - Maximizes future development
 - Appropriate height transition
 - Creates "plaza" along Route 1 with retail
- Cons
 - Must vacate and demolish building
 - Additional design cost
 - Limited presence; City Hall and green space

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Frank Brewer, Executive Director
College Park City-University Partnership
City Hall, 4500 Knox Road
College Park, Maryland 20740

2.

Neighborhood
Stabilization
And Quality Of
Life Workgroup
Strategies

List of Potential Strategies Developed by the College Park Neighborhood Stabilization and Quality of Life Work Group

11/13/13

Prioritization Scheme

A – Completed or Well Underway

B – “Low-Hanging Fruit” – Strategies to focus on implementing during the next 3-6 months

C – Longer-Term Strategies – Ideas to explore for possible adoption/implementation in second phase of NSQL effort

D – Needs Further Consideration – Strategies that may be controversial or lacking in support

#		Strategy	Potential Implementers
ISSUE REDUCTION			
Goal: Establish Consistent Expectations and Enforcement			
1	A	Extend UMD Code of Student Conduct to apply off campus, i.e., to require students to adhere to the same standards off campus as they do on campus.	University Administration, City Contract Police and Code Enforcement
Goal: Increase Code Enforcement Effectiveness			
2	A	Increase collaboration and communication between various police agencies (UMPD, PGPD, City contract police), City code enforcement, and Noise Board).	University Administration, City (Code Enforcement, Contract Police, Noise Control Board)
3	A	Hire dedicated, part-time, contract noise enforcement staff to work during evenings and weekends	City Council, Code Enforcement
4	A	Use C-MAST (City Multi-Agency Services Team) data to identify appropriate times to staff noise enforcement.	Code Enforcement, Contract Policy, UMD Police
5	B/C	Install surveillance cameras in key areas & work with the City Multi-Agency Services Team (C-MAST) on targeted problem areas.	City Council, University Administration, Contract Police
6	A	Alter procedures for issuing noise citations: If enforcement agent is not easily able to determine tenant names, agents should issue fines in the name of the landlord and post on the door as well as notify landlord through City electronic notification system.	City Code Enforcement
7	D	Permit Code Enforcement Officers to take noise readings from the safety of their vehicle without the presence of a police officer (unless they feel they are in danger).	City Code Enforcement, City Council
8	B	Revise noise warning letters and violation letters to include more information about the details of the noise complaint or violation.	City Code Enforcement, PGPOA
9	D	Enable code enforcement officers and police to take photographs and video (including sound) to document party problems.	Code Enforcement, City Attorney, UMPD
10	D	Utilize nuisance abatement strategies that were adopted by the Baltimore City Council in 2011. <i>In the Baltimore statute, “neighborhood nuisance” means any premises on or in which an owner, operator, tenant, or occupant of the premises: (1) acts in a disorderly manner that disturbs the public peace; or (2) creates or maintains conditions that lets others to act in a disorderly manner that disturbs the public peace.</i>	City Attorney, City Council, Code Enforcement, PGPD, UMPD, residents, County Councilmembers

#		Strategy	Potential Implementers
11	D	Require Noise Control Board to refer violations to the UMCP Office of Student Affairs (for enforcement under the Code of Student Conduct), Community Oriented Policing (COPS) officers, and/or new student peer enforcement mechanisms created by IFC/PHA or SGA to provide education and additional sanctions (such as community service).	Noise Control Board, City Attorney, City Council, UMD Office of Student Conduct, Students
12	D	Limit the maximum fine reduction that the Noise Control Board may grant to no more than ½ of the fine (with fine reductions given for first-time offenses only).	City Council
13	D	Lower decibel limits for noise violation thresholds.	City Council
14	D	Add community service as an additional sanction to fines.	City Council, UMD Administration and Office of Community Engagement
15	D	Add a student representative to the Noise Board.	City Council
16	B	Develop new IFC/PHA mechanism for peer-to-peer noise and code enforcement.	IFC/PHA, SGA, UMD Student Affairs, City Code Enforcement
17	B	Educate community members when and how to report problems. Develop an easy-to-use matrix detailing typical infractions and nuisances and corresponding contact information detailing how to report problems.	City Council, Code Enforcement, Contract Police, Civic Associations
Goal: Establish Clear Expectations for Rental Property Owners and Develop Best Practices			
18	B	Create an accreditation program for rental house property owners/managers. Accreditation would indicate that property meets specific standards and that the property owner commits to certain actions that will address core quality of life issues in the neighborhood (see Attachment C for potential accreditation requirements).	Rental property owners
19	C	Require property owners (or their agents) to participate in annual orientation, in order to receive rental license/permit, that has the follow elements: <ul style="list-style-type: none"> • Enrollment in electronic notification system with name of person with relevant contact information. • Explanation by code enforcement with a focus on new and enhanced expectations. • Mandated viewing of a video to highlight the challenges the community faces renting to the student population and outline best practices. 	City Council, Code Enforcement, rental property owners
20	C	Require property owners or agent/manager to be within 75-mile radius of College Park.	City Council
21	C	Streamline the rental licensing process, including the following: <ul style="list-style-type: none"> • Automate rental license renewal process. • Provide one rental registration deadline for ALL rental properties (early in the year) when the permit fee is paid and all paperwork is completed. Inspection occurs throughout the year (as it is done now). • Offer orientation program on three different dates around the registration deadline. All stakeholders (University, Police, Fire, Resident, IFC, SGA, PGPOA, etc.) could be invited to participate. 	Code Enforcement, City Council, rental property owners
22	B	Create a clearinghouse for complaints against rental property owners and attempt to solve problems that are reported.	Rental property owners, City Council

#		Strategy	Potential Implementers
Goal: Change Incentives in Order to Redirect Parties from Residential Neighborhoods to Other Areas			
23	B	Explore University sponsorship of entertainment for students on campus, fraternity row, and other areas outside of neighborhoods, especially during the back-to-school period. Explore tailgating on campus.	University Administration, UMPD, IFC/PHA, SGA
24	X	Through a City permitting process, allow for tailgating at designated locations such as the City municipal parking lot. Provide posted start and end times.	City Council, IFC/PHA, SGA
25	D	Relax noise enforcement on selected University home game days (to focus parties on certain dates)	City Council
26	D	Reconsider policies relating to parties and alcohol consumption on campus and in fraternities/sororities.	UMD, UMPD, IFC/PHA, SGA, City
27	D	Implement a party registration program based on best practices from other peer institutions.	City Council
28	B	Study best practices at other peer institutions for addressing other student/community-related issues.	UMD, City Council, SGA, IFC/PHA
Goal: Enhance Safety of City Streets			
29	C	Implement additional speed reduction strategies in high pedestrian areas, such as planters to change the width of the road to address, raised sidewalks, and reduced speed limits.	City Council
HOME OWNERSHIP			
Goal: Provide Financial Incentives to Attract New Homeowners			
30	C/D	Expand the availability of grants to incentivize new homeowners to purchase homes in College Park, either by expanding the current City program and/or creating a new University-funded and administered program for UM faculty and staff.	City, UMD
31	C/D	Create forgivable home purchasing loan program for University of Maryland faculty and staff who purchase homes and live in College Park. Could also encourage other employers located in College Park to offer such a program.	UMD, City, other employers
32	C/D	Offer mortgage insurance program for University of Maryland faculty and staff in which the University backs the mortgages of staff and/or faculty that choose to live in College Park.	UMD
33	C/D	Use a ground lease development program to develop new owner-occupied housing with relatively low purchase prices.	UMD
34	?	Reduce or eliminate school facilities surcharge exemption for student housing.	City, UMD, CPCUP, State Delegation
Goal: Retain Existing Homeowners			
35	C/D	Offer forgivable home improvement loans to retain existing homeowners who want upgraded homes as well as to improve "curb appeal" in neighborhoods and make good first impressions on prospective new homeowners.	UMD
36	C	Create an Aging-in-Place program that would provide support to older homeowners who face challenges with accessibility, mobility, home maintenance, and need for medical and social services.	City

#		Strategy	Potential Implementers
Goal: Use Marketing Strategies to Attract New Homeowners to College Park			
37	C/D	Create a Housing Resource Center to help incoming UM faculty and staff find housing that matches their needs.	UMD
38	A/B	Develop and disseminate marketing materials that highlight the amenities and benefits of living in College Park and encourage potential residents to move here.	City
39	B	Offer educational materials and other assistance to help home sellers to market their homes to prospective owner-occupants.	City
Goal: Improve K-12 Education and Activity Options for College Park Children and Youth			
40	A/C	Use the College Park Academy as a tool for attracting University faculty and staff.	CPCUP, City, UMD, State Delegation
41	A/B	Expand University and City involvement in College Park schools.	UMD, City, CPCUP, PGCPs
42	B	Highlight achievements and success stories within local schools, particularly from parent perspectives.	City
Goal: Improve Amenities for College Park Residents			
43	C/D	Provide resident discount for on-campus cultural and athletic events and improved access to University amenities (such as lifelong learning programs for College Park residents, use of the library, and recreational facilities).	UMD, CPCUP
44	?	Attract a wider variety of businesses to College Park. <i>[More of a goal than a strategy]</i>	City
COMMUNITY BUILDING			
Goal: Encourage Communication and Positive Relationships Between Students and Other Residents			
45	B/C	Facilitate neighbor block parties or "Meet & Greet" events such as those currently hosted by the CHUM student co-op housing group, to encourage students and long-term residents to get to know each other.	Students (CHUM, SGA, IFC/PHA), City Council, Neighborhood civic associations, Neighborhood Watch
46	A/B	Implement Neighborhood Grant Program to promote community activities and block parties.	City Council
47	B	Encourage and coordinate student volunteer service projects in the City through a College Park Service Corps.	SGA, GSG, IFC/PHA, City
48	C	Work with Neighborhood Watch Steering Committee to analyze the efficacy of current Neighborhood Watch programs in the City and consider implementing new approaches such as the "Nation of Neighbors" website.	City Council, Neighborhood Watch Steering Committee, residents, students,
Goal: Educate Students About Community Expectations and How to Be Good Neighbors			
49	B	Create system of "Greek Team Captains" who would lead student efforts to educate other students about how to be good neighbors and provide a conduit role to help address any neighborhood problems.	IFC/PHA, SGA, City, neighborhood civic associations

#		Strategy	Potential Implementers
50	A/B	Expand "Walk & Talk" program, a multi-agency task force that visits student rental households to discuss expectations of the community, police, and code enforcement.	UM Police, Contract Police, City Code Enforcement, Students, Rental Property Owners
51	B/C	Develop videos about living off-campus in College Park and have students watch them as part of UMD student orientation.	UMD Office of Community Engagement, UMD Student Orientation, City, landlords, SGA, IFC/PHA
52	B/C	Install additional "Creative Trash Cans" and recycling bins with decorative UMD-themed designs (such as painted turtles).	City, University
HOUSING DIVERSITY			
Goal: Increase Affordable Student Housing			
53	C/D	Develop new off-campus student apartment buildings that are less luxurious and provide more affordable "bare bones housing" (i.e., where per-person rent is between \$600-\$800).	University, CPCUP, GSG, SGA
54	C/D	Create more subsidized graduate student housing, including by obtaining increased funding from USM and the MGA.	University, CPCUP, GSG
55	C/D	Work to obtain funding from the University System of Maryland and the Maryland General Assembly to build more student housing generally. Explore possible funding methods with prospective developers.	University, CPCUP, GSG, SGA
Goal: Improve Quality of Housing Currently Available			
56	B/C	Strengthen code enforcement in areas where students exclusively live (such as Knox Towers and Hartwick Towers). Educate students living in these developments regarding role of code enforcement so they know who and when to contact when they need assistance. Approach apartment owners about informational session at the beginning of each year.	City, PGPOA
57	C/D	Encourage apartment buildings to have a staff member sitting at a front desk at all times	City, PGPOA, County
Goal: Assist International Students With the Leasing Process			
58	C	Create a guide or other materials to inform students about their rights and make it available online. Work with University foreign students program to provide this information to international students before they arrive. Consider including information about the new "Medallion Program" to market houses with responsible landlords to international students.	City, University, SGA, GSG, PGPOA
59	C/D	Consider offering temporary housing to international students when they arrive to allow them to search for apartment while they are here.	
Goal: Expand Student Co-op Housing			
60	B	Create a co-op housing task force to explore ways to finance co-op housing and relieve restrictions on co-op housing in College Park.	City, CHUM, SGA
61	C/D	Explore ways to relieve Prince George's County occupancy restrictions on co-op housing projects and establish other regulations to help facilitate co-op housing. Co-op housing task force should look into legal issues.	City, County, SGA, GSG

#		Strategy	Potential Implementers
62	B	Publicize co-op housing to get more students interested in this housing option	SGA, GSG, University
OVERALL			
63	A	Create an ongoing Neighborhood Quality of Life committee to meet four times per year to support implementation of strategies, continue to develop new strategies, and evaluate progress.	City Council