CITY COUNCIL AGENDA

- 1. Call To Order
- 2. Roll Call
- 3. Meditation And Pledge Of Allegiance To The Flag
- 4. Consent Agenda Approval Of Staff Recommendations

(Items on the Consent Agenda [marked by *] will be approved as recommended by staff, subject to removal from the Consent Agenda by Council.)

- 5. Approval Of Agenda And Additions
- 6. Presentations
 - o. America Recycles Month Proclamation

America Recycles Day will be celebrated on November 15. This is the 20th year that a day has been set aside nationally to build consumer demand for recycled products and to educate all Americans about the environmental and economic benefits of reusing and recycling. Jim Sterling, Director of Public Works, will be present to accept the proclamation on behalf of the Greenbelt Advisory Committee on Environmental Sustainability. Jim will also give an overview of this year's America Recycles Month events. (BA)

Documents:

AMERICA RECYCLES MONTH PROCLAMATION 2017.PDF

o. Municipal Government Month Proclamation

November is Municipal Government month. In recognition of the event, the City sponsors many activities that display government in action, including the Community Health and Wellness Fair, Walk to School Day, "If I Were Mayor" contest for fourth grade students, Welcome Packet program, Fall Fest, Costume Parade, Shredding Event and Electronics Recycling event, and has featured various pictures and videos throughout the month showing Greenbelt's Municipal Government in action on the City's social media sites. Additionally, the City has been flying the Municipal Government Works flag outside the Municipal Building during the month. Beverly Palau, the City's Public Information and Communications Coordinator, will receive the proclamation on behalf of the City. (BA)

Documents:

MUNICIPAL GOVERNMENT MONTH PROCLAMATION 2017.PDF

7. Petitions And Requests

(Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules)

- 8. Minutes Of Council Meetings
- 9. Administrative Reports
- 10. *Committee Reports

11. Affirmation Of The Community Pledge

Reference: Community Pledge

The Community Pledge is a statement of Greenbelt's values as a community and organization. It was originally adopted in 1997 and updated and readopted in 2001. Council has expressed a desire to reaffirm this Pledge. (DEM)

Documents:

COMMUNITY PLEDGE.PDF

12. 103 Centerway Facade Change Proposal

Reference: Memo, J Bellah November 17, 2017

Request for Alteration and Floor Plan Proposal

Cedars of Lebanon Restaurant has requested approval from the City to undertake renovations on Roosevelt Center's southern façade to install a new egress door in place of an existing window. The City holds a façade easement on these buildings to ensure the historic character of this historic resource is maintained.

In consultation with the Prince George's County Historic Preservation Section, staff reviewed the proposed renovation and found it to be minor in nature. A detailed analysis and recommendation is provided in the referenced memo regarding this proposal's impact to historic resources. Staff has requested the applicant submit more information prior to submitting for a permit regarding details of the proposed demolition and reconstruction process.

This issue was discussed by the Advisory Planning Board at their October 25, 2017 meeting. The Board concurred with Staff's assessment and supported the recommended approval with conditions.

Staff recommends approval of the proposed alteration subject to five conditions.

Jessica Bellah, Community Planner, will be present to answer questions. (JB)

Documents:

MEMO, J BELLAH NOVEMBER 17, 2017.PDF REQUEST FOR ALTERATION AND FLOOR PLAN PROPOSAL.PDF

13. 2018 Legislative Program

Reference: Proposed 2018 Legislative Program
Legislative Suggestions List
2017 Legislative Program

Each year in December, the Council holds a Legislative Dinner with the City's State and County representatives to present and outline the City's top legislative priorities. This dinner meeting will be held on Wednesday, December 13, 2017 at the Greenbelt Marriott.

Included in Council's packet is a proposed Legislative Program for 2018. Staff is recommending a short list of priorities under two categories to focus the attention and efforts of our legislators.

Seven "Top" priorities are proposed. These are:

- Restore Funding for the I-495 Interchange at Greenbelt Station
- Oppose Maryland's takeover and privatization of the B/W Parkway
- Block the Maglev Train Routes through Greenbelt and Prince George's County
- Greenbelt Road Streetscape Improvements
- Greenbelt Innovation Zone for Econiomic Development
- · Funds for City Bus Replacement
- Update on Greenbelt Lake Dam Project

There are five "Other" priorities as follows:

- Children living in Greenbelt Station should attend Greenbelt schools
- Provide M-NCPPC Funding for NCO Zone and Small Area Plan
- Increase Funding for the Mosquito Control Program
- Replace Sidewalks on State Roads
- Increase Funding and Communication of Performance Expectations for Youth Service Bureaus

Staff strongly suggests that the City's 2018 priorities be limited to a small number because it is better to present a concise, manageable package of initiatives to our State and County representatives. Based on Council's action on this item, staff will develop a booklet describing each item in detail and providing appropriate background materials. Staff will also email the summary to State and County legislators in advance of the dinner.

Council direction is sought. (DEM)

Documents:

PROPOSED 2018 LEGISLATIVE PROGRAM.PDF LEGISLATIVE SUGGESTIONS LIST.PDF 2017 LEGISLATIVE PROGRAM.PDF

14. Charter Amendment For Voting At 16

The Youth Advisory Committee (YAC) recommended lowering the voting age for City Elections to 16 in July 2015 and conducted a survey of youth where 87% of respondents favored lowering the age. A question was included on the 2015 Community Questionnaire where 77% of respondents did not favor lowering the age. Council held a Work Session with YAC on November 2, 2016. Council also received reports from the Advisory Committee on Education and the Community Relations Advisory Board. A Public Hearing on this issue was held on May 22, 2017.

On September 11, 2017, the Council adopted Resolution 2054 which placed the advisory question of amending the City Charter to lower the Voting Age to 16 on the ballot of the Regular Municipal Election held on November 7, 2017. The total number of votes for the Charter Amendment was 1,215 and the total number of votes against the Charter Amendment was 1,070.

Council direction is sought. (BA)

15. * Reappointment To Advisory Groups

Reference: Reappointment Applications

Mr. Keith Chernikoff has indicated his willingness to continue to serve on the Advisory Planning Board (APB).

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr.

Chernikoff to a new term on APB.

Ms. Tatiana Ausema, has indicated her willingness to continue to serve on the Arts Advisory Board (AAB).

Approval of this item on the consent agenda will indicate Council's intent to appoint Ms. Ausema to a new term on AAB. (BA)

16. * Employee Special Holiday

Since December 1969, the City Council has granted an extra holiday to classified employees during the holiday season. In recent years, when Christmas has fallen on a Tuesday or Thursday, Council has assigned the holiday to create a four-day weekend. However, it should be noted that fixing the Special Holiday increases overtime expenditures by approximately \$25,000 that were not approved in the adopted budget.

Otherwise, the holiday has been granted as a "floating day" that employees may use whenever they wish during the remainder of the fiscal year. Approving the Special Holiday as a floating day does not increase overtime costs. It is recommended that Council grant the FY 2018 Special Holiday as a floating holiday to employees. Consideration of whether to fix the Special Holiday in years where a four-day holiday can be created, i.e. Christmas falling on a Tuesday or Thursday, can be discussed when this next occurs in December 2018.

Approval of this item on the consent agenda will indicate Council's. (SLM/JW)

17. Council Activities

Council will report on activities and events recently attended. (If time allows.)

18. Council Reports

Council will report on meetings and conferences recently attended. (If time allows)

19. MEETINGS

The Prince George's Municipal Assocation Dinner is Thursday, December 7 at 6:00pm at Martins Crosswinds. Council, the City Manager and Assistant City Manager normally attend. Please confirm attendance and staff will purchase tickets accordingly.

| Regular Meeting | Mon. | 11/27 | 8:00 pm |
|---|------|-------|------------|
| Work Session – Franklin Park (CC) | Wed. | 11/29 | 8:00 pm |
| Work Session – Zoning Rewrite/NCO Zone (tentative) | Mon. | 12/04 | 8:00 pm |
| Work Session – 7010 Greenbelt Road - Greenbelt Crossing Development Proposal (Old Nursing Home Site) (CC) | Wed. | 12/06 | 8:00 pm |
| PGCMA Legislative Dinner | Thu | 12/07 | 6:00 pm |
| Regular Meeting | Mon. | 12/11 | 8:00 pm |
| Legislative Dinner | Wed. | 12/13 | 6:00 pm |
| Work Session – Council Goals & Standing Rules (tentative) | Mon. | 12/18 | 8:00 pm |
| Work Session – TBD (CC) | Wed. | 12/20 | 8:00 pm |
| No Meeting | Mon. | 12/25 | |

No Meeting Wed 12/27

PROCLAMATION

WHEREAS, each year the United States generates more than 258 million tons of municipal solid waste, which is about 4.4 pounds per person per day; and

WHEREAS, although the nation has achieved an overall recycling rate of 34.6%, much more can be done, especially in waste reduction, composting, the reuse of products and materials, and the purchasing of recycled products and packaging; and

WHEREAS, Greenbelt has achieved a recycling rate of 58% through its many dynamic and successful recycling programs, such as residential curbside collection, two recycling centers, electronics recycling, tree lumber recycling, and yard waste composting; and

WHEREAS, to focus the nation's attention on the importance of building consumer demand for recycled products and to educate all Americans about the environmental and economic benefits of recycling, businesses, industries, government agencies, nonprofit organizations, and individuals are joining together to celebrate America Recycles Day 2017 and to encourage all citizens to renew their pledge to reuse and recycle more and to buy more recycled products; and

WHEREAS, America Recycles Day is celebrated nationally on November 15, Greenbelt celebrates with many events held during the entire month.

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt, hereby proclaim November 2017 to be

AMERICA RECYCLES MONTH

in Greenbelt and encourage all our residents to increase their recycling efforts and their purchasing of recycled products, as these are effective ways to make a difference in our environment, preserve our natural resources, reduce our landfill needs, and improve the quality of life for present and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 27th day of November 2017.

EMMETT V. JORDAN, Mayor

ATTEST:

PROCLAMATION

WHEREAS, there are 157 municipalities in the State of Maryland, and municipal residents account for more than one-third of our state's population; and

WHEREAS, municipalities represent the most responsive level of government, allowing citizens to have direct access to their elected officials; and

WHEREAS, Greenbelt, like other municipalities, strives to enhance its citizens' quality of life by providing a full range of services and programs, including police, public works, social services, recreation, planning and community development, administration, and finance; and

WHEREAS, in conjunction with Municipal Government Month, the City flies the Municipal Government flag at the Municipal Building and sponsors many activities that display government in action, including the Community Health and Wellness Fair, the Walk to School Day, the "If I Were Mayor" contest for fourth grade students, the Welcome Packet program, Fall Fest, The Costume Parade and Electronics Recycling and has featured various pictures and videos throughout the month showing Greenbelt's Municipal Government in action on the City's social media sites.

NOW, THEREFORE, I, Emmett V. Jordan, by the authority vested in me by the citizens and City Council of Greenbelt, do hereby proclaim November 2017 to be

MUNICIPAL GOVERNMENT MONTH

in the City of Greenbelt and join the Maryland Municipal League and our sister cities and towns in educating our residents about local government and in celebrating the importance and success of municipal government throughout our state.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 27th day of November 2017.

EMMETT V. JORDAN, Mayor

ATTEST:

Bonita Anderson, City Clerk



The strength of Greenbelt is diverse people living together in a spirit of cooperation. We celebrate people of many cultures, faiths, and races living together. By sharing together all are enriched.

We pledge to foster a community which is respectful, safe, and fair for all people.

Community Pledge



Memorandum

To: Nicole Ard, City Manager

FROM: Jessica Bellah, Community Planner

DATE: November 17, 2017

RE: 103 Centerway, Façade Alteration Request

Background

The planned Cedars of Lebanon Restaurant has proposed renovations to the southern façade of the Roosevelt Center retail center at 103 Centerway. The proposal is to replace two existing double windows facing Crescent Road with doors. The purpose of the replacement is to provide a second entrance and egress. The door is required based on the use proposed for the space, although it is not necessarily true that a different use would require the second egress.

Roosevelt Center's two commercial buildings are contributing resources to Greenbelt's National Historic Landmark designation. The City holds a façade easement on these buildings and approval authority of any changes made to the building's exterior.







Staff Analysis

The Secretary of the Interior's Standards for the treatment of historic properties provide general guidance on the alteration of properties for contemporary use while preserving features and portions of the property that are significant. This includes, but is not limited to, evaluating the impacts of a proposed alteration in terms of materials, size and massing, construction techniques, as well as overall impact to a building's site and environment. During review of the proposed alteration, Staff referenced the Standards for general guidance and consulted with the Prince George's County Historic Preservation Section.

Typically, it is recommended in the Standards for Rehabilitation that new cuttings for entrances not greatly alter the buildings massing. According to County staff, functionally and visually, the southern façade is the building's "front". The proposed renovation makes sense in context of the surrounding environment. The proposed placement of the cutting limits the disruption to the southern façade's massing by enlarging an existing opening rather than creating an entirely new one.

Staff with the Prince George's County Historic Preservation Section indicated that the proposal was minor in nature, therefore generally acceptable and compatible with the building. They did recommend that the City request more detail on the new doors and how they will be incorporated in the existing opening (which will be lowered) and in particular, how the new doors will relate to the pair of windows to remain.

The applicant's renovation contractor has indicated that the style of doorway will match the other existing doorways in the building. Staff requested specifications for the proposed doors but have not yet received them at the time of this memo. Staff's goal will be to ensure that the new door reflects and is compatible with the massing, size, scale of Roosevelt Center's original doorway and to evaluate the proposed construction method for demolition and reconstruction of the opening. Further scrutiny of the proposed door materials and specifications is required and should be approved by the City prior to issuance of a construction permit.

Staff Recommendation

Staff recommends approval of the proposed renovation with the following conditions:

 The Applicant shall provide the proposed door specifications by submitting a cut sheet to City staff for review and approval prior to approval of a permit. Staff shall determine the appropriateness of the proposed door in meeting material and massing standards of both clear differentiation and compatibility with original doorways.

The Applicant should provide information to answer the following questions:

- A. Is there a structural support between the pair of windows and the proposed door, or is the four-window opening supported by a lintel above?
- B. How will the doors and windows meet?
- 2) Prior to issuance of a permit, the Applicant shall provide a letter from the building's owner that they approve of the proposal.

- 3) All other features of the Building 103's southern façade, such as the aweing, shall be retained.
- 4) For the duration of use of the property, the Applicant, their successors and heirs, shall not install coverings, of either a temporary or permanent nature, that impinge on the transparent character of the windows, glass doors, or their transoms. The character of Roosevelt Center's doorways and windows is tied to the openness created by full pane, double glass doors which allow light to enter the establishment and activation of the exterior realm. Installation of features such as closed curtains, sheer hangings, signs or posters diminish the quality and historic character of the center and are therefore prohibited.
- 5) Demolition of the existing window shall be carefully performed so as to limit the amount of disturbance to original features of the building and adjacent masonry structures. The following shall be submitted with the permit application:
 - a. The Applicant shall submit a construction plan for review and approval detailing the planned demolition practices to be used. Chemical or physical treatments, such as sandblasting or high pressure waterblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
 - b. During restoration, a similar type of paint, coating, and color shall be used on the brick façade in line with the existing paint colors consistent with the approved paint pallet for the Center. Prior to application, a paint sample shall be submitted for approval.

Duron Paint Colors for Roosevelt Center

Shell White Dolphin Forest Green

Advisory Planning Board Review and Recommendation

The Advisory Planning Board discussed this proposal at their October 25, 2017 meeting. The Board concurred with staff's assessment of the proposal and with staff's recommended conditions of approval.

The Board voted to recommend Council approve the requested façade alteration with a vote of five members in favor and none opposed. One member of the Board was absent and one position on the Board is vacant.

The Board requested that staff include their decision in this staff memo in lieu of submitting a separate report to Council.



Greenbelt City Council 25 Crescent Road Greenbelt, Md

163 RESEARCH RD GREENBELT, MD 20770

301 474-7680

September 18, 2017

Dear Mayor Jordan, Council members,

On behalf of Abdul Karim Kmaiha, and as the renovation contractor, we are requesting permission to replace one of the 2 double windows at 103 Centerway facing Crescent Road, as per the accompanying drawings, with an entrance door.

The style of doorway will match the other existing doorways in the building.

The purpose is to provide proper egress to the planned Cedars of Lebanon Restaurant which will operate in that space.

Attached is a floor plan and an elevation drawing of the proposed change.

Thank you for considering our proposal.

Sincerely,

Frank Gervasi t/a Gervasi Construction MHIC license #942

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CITY OF GREENBELT 2018 LEGISLATIVE PROGRAM SUMMARY

LEGISLATIVE PRIORITIES

Top Priorities:

■ RESTORE FUNDING FOR THE I-495 INTERCHANGE AT GREENBELT METRO STATION

Restore the State Highway Administration (SHA) funding for these interchange improvements.

■ <u>OPPOSE MARYLAND'S TAKEOVER AND PRIVATIZATION OF THE BALTIMORE/WASHINGTON PARKWAY</u>

Governor Hogan has proposed widening the BW Parkway with toll lanes through some type of public-private arrangement. The City opposes this effort.

■ BLOCK THE MAGLEV TRAIN ROUTES THROUGH GREENBELT AND PRINCE GEORGE'S COUNTY

Two of three proposed alignments would run through Greenbelt. This project negatively impacts Greenbelt and the County with little benefit.

■ GREENBELT ROAD STREETSCAPE IMPROVEMENTS

Fund the SHA Streetscape Improvement Program on Greenbelt Road (MD 193). Plans are underway to host a 2018 panel of regional experts to evaluate this project.

■ GREENBELT INNOVATION ZONE FOR ECONOMIC DEVELOPMENT

Create an Innovation Zone in Greenbelt to spur Economic Development.

■ FUNDS FOR CITY BUS REPLACEMENT

Provide funding to replace the Greenbelt Connection Bus which was totaled due to a vehicle fire.

■ UPDATE ON GREENBELT LAKE DAM PROJECT

On November 7, voters approved general obligation borrowing of up to \$2.5 Million through an MDE Revolving Loan Program for this project. Staff plans to solicit bids in 2018.

Other Priorities:

■ CHILDREN LIVING IN GREENBELT STATION SHOULD ATTEND GREENBELT SCHOOLS

Children living in the new community of Greenbelt Station are assigned to Berwyn Heights Elementary, Greenbelt Middle School and Parkdale High School. These students should be attending schools located in Greenbelt.

■ PROVIDE M-NCPPC FUNDING FOR NCO ZONE AND SMALL AREA PLAN

The County Planning Department should include funds in their FY 2019 Budget to develop a Greenbelt Neighborhood Conservation Overlay (NCO) Zone and Small Area Plan.

■ INCREASE FUNDING FOR THE MOSQUITO CONTROL PROGRAM

Provide additional funds so that all interested communities in Prince George's County can participate in the program.

■ REPLACE SIDEWALKS ON STATE ROADS

Include funds in the State Budget for SHA to replace and maintain sidewalks along State roads.

■ <u>INCREASE FUNDING AND COMMUNICATION OF PERFORMANCE</u> EXPECTATIONS FOR YOUTH SERVICE BUREAS

Increase funding for Youth Service Bureaus (YSB's) and clarify performance standards for these agencies.

Legislative Suggestions Raised by City Council Updated October 17, 2017

| # | Item | Venue | Date |
|----|---|-------------------------------------|----------|
| 1 | Enable New Site Plan Authority/Full Planning & Zoning | 2009 Legislative Program | 12/2008 |
| 2 | Funding for Greenbelt Lake dredging | 2009 Legislative Program | 12/2008 |
| 3 | Encourage/Require Gas Stations to offer alternative fuels | 2009 Program/2010 & 2011 MML LAR | 6/23/09 |
| 4 | Reestablish County Landlord/Tenant Commission | 2009 Legislative Program | 12/2008 |
| 5 | Increase M-NCPPC Funds Provided to Greenbelt | 2009 Legislative Program | 12/2008 |
| 6 | New Greenbelt Fire Station | 2009 Legislative Program | 12/2008 |
| 7 | Oppose Kenilworth Ave (MD 201) Extension/Expansion | 2009 Legislative Program | 12/2008 |
| 8 | Support Purple Line/Oppose Intercounty connector | 2009 Legislative Program | 12/2008 |
| 9 | Prohibit Transfer of Gas Station Liquor Licenses | 2009 Legislative Program | 12/2008 |
| 10 | Financial Reporting for Circulation of Municipal Petitions | 2009 Legislative Program | 12/2008 |
| 11 | Additional Funding for Noise Barriers/Change Criteria | 2009 Legislative Program | 12/2008 |
| 12 | Creation of Container Deposit Program | 2009 Legislative Program | 12/2008 |
| 13 | Municipal Electric Aggregation | 2009 Legislative Program | 12/2008 |
| 14 | Increased Penalties for Red Light Camera Violations (assess points, remove license, etc.) | 2009 Legislative Program | 12/2008 |
| 15 | Transit Service Issues (more weekend service, less duplication, etc.) | 2009 Legislative Program | 12/2008 |
| 16 | Full Funding of Bridge to Excellence (Thornton) | 2009 Legislative Program | 12/2008 |
| 17 | Ask County to Require Art for New Development | Budget Work Session | 5/6/09 |
| 18 | End Homelessness | Regular Meeting/Mr. Herling | 6/22/09 |
| 19 | Apartment Assessment Inequity Issue | 2008 & 2010 MML LAR | 6/23/09 |
| 20 | Expand definition of Pawn Shop (County Issue) | Regular Meeting | 6/7/10 |
| 21 | Increase Transit Funding | Special Meeting | 7/20/10 |
| 22 | Allow municipalities to receive funds currently directed to TheBus | Regular Meeting | 9/27/10 |
| 23 | Funding for Schools to Clear Snow | Work Session | 10/20/10 |
| 24 | Prohibition on Plastic Grocery Bags | Regular Meeting | 10/26/10 |
| 25 | Concern about New Ethics Law (Financial Disclosure Forms) | Work Session | 8/3/11 |
| 26 | During a Power Outage – Pepco can Raise Rates | Regular Meeting | 9/13/11 |
| 27 | Pit Bull Legislation - Court of Appeals Decision | Regular Meeting | 11/14/12 |
| 28 | Bond Bill for Theater Phase II | Work Session | 7/16/14 |
| 29 | Undergrounding of Utilities | Work Session | 7/22/15 |
| 30 | Legal housing discrimination based on "Source of Income" | Work Session | 8/15/16 |
| 31 | Prevent Utilities from Retroactively Billing Customers | Work Session | 2/8/17 |
| 32 | Establish a municipal liquor tax | Regular Meeting | 9/25/17 |
| 33 | SHA must fund sidewalk replacement of State Roads | Work Session | 10/16/17 |

CITY OF GREENBELT 2017 LEGISLATIVE PROGRAM SUMMARY

LEGISLATIVE PRIORITIES

Top Priorities:

■ SUPPORT FBI HEADQUARTERS IN GREENBELT

Support bringing the new FBI Headquarters to Greenbelt.

M GREENBELT ROAD STREETSCAPE IMPROVEMENTS

Fund the SHA Streetscape Improvement Program on Greenbelt Road (MD 193).

■ UPDATE ON GREENBELT LAKE DAM PROJECT

Other Priorities:

YOUTH SERVICE BUREAU (CARES) FUNDING

Implement a legislative strategy that will protect Youth Service Bureau funding.

CHILDREN LIVING IN GREENBELT STATION SHOULD ATTEND GREENBELT SCHOOLS

Children living in the new community of Greenbelt Station are assigned to Berwyn Heights Elementary, Greenbelt Middle School and Parkdale High School. These students should be attending schools located in Greenbelt.