



City of Bowie

Regular City Council Meeting

Monday, October 17, 2022
Council Chambers - 8 p.m.

AGENDA

- I. **CALL MEETING TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **QUORUM**
- IV. **AGENDA ADDITIONS/DELETIONS/AMENDMENTS**
- V. **CITIZEN PARTICIPATION**
- VI. **PRESENTATIONS**
 - A. Italian-American Heritage Month Presentation by the Diversity Committee
- VII. **CITY BOARDS AND COMMITTEES**
 - A. Appointments/Reappointments/Swearing-In
- VIII. **COUNCIL ANNOUNCEMENTS**
- IX. **CITY MANAGER'S REPORT**
- X. **CONSENT AGENDA**
 - A. Approval of September 19, 2022 Meeting Minutes
 - B. Approval of October 3, 2022 Meeting Minutes
 - C. Adoption of Resolution R-56-22 Waiving the Competitive Bidding Requirements of the City Charter to Allow the City to Enter Into Contracts With Various Snowplow Contractors That May Exceed \$25,000 in Aggregate Value
 - D. Adoption of Resolution R-58-22 Awarding a Contract for Roof Replacement and Repairs for Bowie Playhouse
 - E. Approval of Letter to M-NCPPC re: FY 2024 Proposed Budget
- XI. **OLD BUSINESS**
 - A. Detailed Site Plan #22016, Dash-In Convenience Store and Gas Station
 - B. Adoption of Resolution R-50-22 Amending Resolution R-16-01 "Rules and Regulations of City Boards, Commissions, and Committees"
- XII. **NEW BUSINESS**
 - A. Adoption of Resolution R-54-22 for Category 2 Designation and Water Service Connection for the Property at 13314 Forest Drive, Bowie, Maryland - **Public Hearing/Eligible for Action**
 - B. Discussion on Council Vacancies Procedures

XIII. ADJOURNMENT AND MOVE TO CLOSE SESSION

To adjourn to closed session under the statutory authority of the Md. Annotated Code, State Government Article §3-305(b)(3): “To consider the acquisition of real property for a public purpose and matters directly related thereto” and §3-305(b)(7): “To consult with counsel to obtain legal advice.”

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 10/19/22 and 10/22/22 at 7:00 p.m., and [web-streamed live](#).

For a closed-captioned version of the meeting video, please go to <https://www.youtube.com/user/cityofbowiemd/playlists> and select the 2022 Council Meetings list. Once the meeting video opens, be sure to click on “CC” button to turn on closed captioning.

NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, NOVEMBER 7, 2022 - COUNCIL CHAMBERS - 8:00 P.M.



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Italian-American Heritage Month Presentation

DATE: 10/13/2022

A member of the Diversity Committee will give a presentation on Italian-American Heritage Month.

ATTACHMENTS: None



Memorandum

TO: City Council

FROM: Awilda Hernandez, City Clerk

SUBJECT: City Committee Appointments/Reappointments/Swearing-In

DATE: 10/13/2022

Committee Appointments and Swearing-in:

1. Mr. Robert W. Day, Sr. was interviewed on October 3 for appointment to the Advisory Planning Board. Council concurred to appoint him to the committee as a member for a 2-year term, please move to appoint him.

ATTACHMENTS: None

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, SEPTEMBER 19, 2022

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, September 19, 2022, in the Council Chambers at City Hall. Mayor Pro Tem Boafu called the meeting to order at 8:04 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Pro Tem Boafu led the Pledge of Allegiance to the Flag.

QUORUM:

In attendance were Mayor Adams (joined virtually at 8:07 p.m.), Councilmembers Boafu, Esteve, Gardner (joined virtually at 8:07 p.m.), Harrison, Ndebumadu and Woolfley, City Manager Lott (virtual), Assistant City Manager Mears (joined virtually at 9:10 p.m.), Finance Director Matthews, City Attorney Levan, City Clerk Hernandez, and Staff.

AGENDAS ADDITIONS/DELETIONS/AMENDMENTS:

Councilmember Esteve motioned to move Item D under New Business – Briefing on Recent Emergency Events to the October 3rd Council meeting. Councilmember Woolfley seconded the motion. Motion passed 5-0 (Adams, Gardner not present).

CITIZEN PARTICIPATION:

City Clerk Hernandez announced that no comments were received via email.

1. Mabel Stewart – Spoke in regard to concerns of speeding on roads especially on Mt Oak and Ann Arbor Roads. Requesting consideration for speed humps.

PRESENTATIONS:

Ms. Tisha Hillman on behalf of Ms. Jessica Fucile, both members of the Diversity Committee, read excerpts on Hispanic-Latino Heritage Month.

CITY BOARDS AND COMMITTEES:

A. Appointments/Reappointments/Swearing-In:

1. Councilmember Woolfley moved to appoint Tiffany Scales to the Diversity Committee for a two-year term. Councilmember Esteve second the motion and it carried 5-0 (Adams, Gardner did not vote). Mayor Pro Tem Boafu swore in the above member to Diversity Committee.

2. Councilmember Woolfley moved the appointment of Rhonda Billingslea, Robert W. Day, Sr., Clint Truesdale and Abigail Snyder as members of the Bowie Race Track Property Task Force Committee. Councilmember Esteve seconded the motion and it carried 7-0.
3. Mayor Pro Tem Bofo swore in the above members as well as George Ude, who was appointed at the September 6 Council Meeting, to the Bowie Race Track Property Task Force Committee.

CITY MANAGER'S REPORT:

No report.

CONSENT AGENDA:

Councilmember Esteve made a motion to approve Consent Agenda items: A) Approval of September 6, 2022 Meeting Minutes; B) Approval of September 12, 2022 Special Meeting Minutes; C) Adoption of Resolution R-46-22 Authorizing the City Manager to Enter Into an Agreement with James River Solutions for the Purchase of Ultra-Low Sulfur Diesel Fuel in Truck Transport and Tank Wagon Quantities. Councilmember Harrison seconded the motion. Motion passed 7-0.

OLD BUSINESS:

A. Adoption of Ordinance O-4-22 Authorizing the Purchase of Two Surplus Parcels of Land Owned by the Maryland State Highway Administration, Parcel O (Tax ID No. 1635671) Containing 3.16 Acres and Parcel N (Tax ID No. 16356663) Containing 5.24 Acres as Shown on Tax Map 37, Grid D-4, and Highbridge-Plat 19 Plat No. 146022, at a Cumulative Purchase Price of \$18,346.91, and Authorizing the City Manager to Execute a Contract of Sale Therefor - Planning Director Joe Meinert summarized the staff report. The parcels are remnants of the now-defunct Intercounty Connector alignment, formerly known as A-44, which was intended to bisect the Bowie, Mitchellville and Vicinity Planning Area. The City desires ownership for the purpose of minor park facilities expansion and preservation of open space. A revenue source exists within the City's Program Open Space (POS) allocation, and the property is identified as part of the Green Infrastructure Network in the City's Annual POS Program. SHA intends to convey both parcels to the City at the calculated acquisition cost plus value of \$18,346.91 which is lower than the appraised value of \$50,400.

Public Hearing:

Since there was no one signed up to speak, Mayor Pro Tem Bofo declared the Public Hearing to have been held.

Councilmember Woolfley motioned to adopt Ordinance O-4-22. Councilmember Esteve seconded the motion. Motion passed 7-0.

NEW BUSINESS:

A. Sectional Map Amendment for Bowie, Mitchellville and Vicinity – Mr. Joe Meinert, City Planning Director summarized the staff report. On March 8, 2022, the District Council approved the Area Master Plan for Bowie-Mitchellville and Vicinity. A Sectional Map Amendment (SMA) typically follows approval of a Master Plan to effectuate zoning changes that are necessary to conform to the policies of the updated Master Plan. Staff is recommending the following in attached tables.

Public Hearing:

City Clerk Hernandez announced that ten comments were received via email and forwarded to Council. Copies are attached and are part of the record.

1. Milly Hall, Dunstable Ct. – Urged Council to not support the County's Sectional Map Amendments.
2. Miller Einsel, Church Rd. – Spoke against the map amendments which will allow the airport property to be developed.
3. Patrice Murray, Jeremiah Ln. - Spoke against the map amendments which will allow the airport property to be developed.
4. Rhonda Billingslea, Devonshire Community - Spoke against the map amendments which will allow the airport property to be developed.
5. Jon Robinson, Adelphi, MD - Spoke against the map amendments which will destroy a lot of the open spaces in the area with new developments.
6. Maureen Fine, Knighthill Ln. – Does not support the map amendments.
7. Kathleen Beres, Church Rd. - Spoke against the map amendments which will allow the airport property to be developed.
8. Jill Oliver, My Mollies Pride Dr. - Spoke against the map amendments and urges Council to have County delay their Public Hearing to allow more time for information.
9. Carol Boyer, Mt Oak Dr. – Comment attached.
10. Michael Bridges, Dunwood Crossing Dr. - Spoke against the map amendments which will allow the airport property to be developed.
11. Robert Antonetti, Shipley & Horne – Represents airport property owners and supports the map amendments.
12. Andrew Roud, St. John Properties - Represents airport property owners and supports the map amendments.
13. Eric Afoakwah – Spoke against the map amendments.
14. Monica Roebuck – Comment attached.

Since there was no one else signed up to speak, Mayor Pro Tem Bofo declared the Public Hearing to have been held.

Councilmember Harrison commented that there is no need for additional townhomes, rethink the possibility of building more single-family dwellings and keeping the airport property zoned as AR.

Councilmember Woolfley stated that these changes will result in a lot of green space being lost to developments as well as the need for more schools and better infrastructure to support all the new development proposed.

Mayor Adams stated that he does not support the changes and that more time is needed for citizens to gather information about the proposed zoning changes.

Councilmember Woolfley motioned to accept staff's recommendation with the following exceptions: 1) Maintaining Frank's Nursery property in the RE classification; 2) Freestate Shopping Center maintain in the RR classification; 3) Maintaining Freeway Airport in the AR classification; and 4) Property owner request #3, retaining that as AR classification. Councilmember Harrison seconded the motion. Mayor Adams requested a friendly amendment to the motion which is to include in the letter that the County delay their public hearing date to allow for residents to be better informed of the proposed changes. Councilmember Woolfley accepted the amendment to the motion. Motion with the amendment passed via roll call vote 7-0.

B. County Legislation CB-69, CB-77, CB-78, and CB-92 – Mr. Joe Meinert, City Planning Director summarized the staff report on the County Council legislative bills that have been filed and are moving their way through the Committee review process. All the bills appear to undermine the recently approved Zoning Ordinance Rewrite and many residents and municipal officials are opposed to them. City staff is recommending opposition to all the bills as well.

Councilmember Harrison motioned to oppose County Legislations CB-69, CB-77, CB-78 and CB-92 and have staff send letter to Prince George's County Council. Councilmember Esteve seconded the motion. Motion passed 7-0

C. Judah Village Information Presentation - Pastor Moore briefed Council on a planned community they are developing which will include low impact single story housing designs, technology integrations, improve tree density and green spaces.

Councilmember Gardner supports this development and encourages the possibility of annexing the property to the City.

Councilmember Esteve congratulated Pastor Moore on a great concept.

E. Adoption of Resolution R-48-22 Restructuring the Bowie Youth Council – Councilmember Harrison stated that although the first year of this committee brought great accomplishments, some restructuring needs to be done to continue the success. One of the changes is to rename it to Bowie Youth Advisory Committee. A mission statement also needs to be formed so that the students have a clear understanding of their roles.

Mayor Adams motioned to adopt Resolution R-48-22. Councilmember Ndebumadu seconded the motion. Motion passed 7-0.

F. Council discussion on use of City parks for community events hosted by Councilmembers – Councilmember Ndebumadu is hosting an event for residents of her district and would like to use Allen Pond Park and feels that the rental fee should not be charged since it is an event benefitting residents.

Councilmember Esteve motioned to wave the deposit fee for the event Councilmember Ndebumadu is hosting on September 25 and review the policy at a future Council meeting. Councilmember Harrison seconded the motion. Motion passed 7-0.

ADJOURNMENT:

Councilmember Harrison motioned to adjourn the Regular City Council meeting. Councilmember Esteve seconded the motion. Motion passed 7-0. The meeting adjourned at 11:02 p.m.

Respectfully submitted,

Awilda Hernandez, MMC
City Clerk

Awilda Hernandez

From: Deidre Singleton <deisin48@gmail.com>
Sent: Monday, September 19, 2022 2:40 PM
To: cityclerk
Subject: {EXTERNAL}: Adversely Effected By Chance Academy

Hello I a resident of Fairwood. I live at 4203 Quanders Promise Drive, Bowie MD 20720.

I am across the street from the said property the where the Compound will be built in our residential neighborhood.

The traffic by the amount of cars. The noise and the crime.

The school is not accredited and the land should continue as home as it is zoned for keeping the peace and quiet in our neighborhood.

Warmest Regards,
Deidre Singleton
240-353-8294

Awilda Hernandez

From: lashawn berger <bergala@yahoo.com>
Sent: Monday, September 19, 2022 5:43 PM
To: cityclerk
Cc: Timothy Adams
Subject: {EXTERNAL}: OPPOSE MEASURE

I oppose measures to rezone land parcels at Freeway Airport and the Frank's Nursery site.

Please vote NO.

Thank you.

LaShawn Harris
Fairwoid Community Homeowner

[Sent from Yahoo Mail on Android](#)

Awilda Hernandez

From: ccboyer@comcast.net
Sent: Monday, September 19, 2022 6:23 PM
To: cityclerk
Subject: {EXTERNAL}: Opposed to Freeway Airport & Frank's Nursery County Council's SMAs
Attachments: Bowie City Council Talking Points (Mon., Sept. 19).docx

Importance: High

Please see attached.
I plan to speak tonight at the Bowie City Council meeting.

Carol Boyer
Acting Secretary
Concerned Citizens of Prince George's County
District 4 and Surrounding Areas

Awilda Hernandez

From: or <rochelle.durant@verizon.net>
Sent: Monday, September 19, 2022 5:48 PM
To: cityclerk; tadmas@cityofbowie.org; Adrian Boaf; Ingrid Harrison; Henri Gardner; dwoolfley@cityofbowie.or
Subject: {EXTERNAL}: PG County Council Plans to Rezone Land Parcels at Frank's Nursery (Rt.450) and Freeway Airport (Church Rd)
Attachments: franks county council letter.docx

Please see attached in preparation for the Bowie City Council Meeting tonight, September 19, 2022. Thank you.

Awilda Hernandez

From: SEREENA BUSH <sbush7@verizon.net>
Sent: Monday, September 19, 2022 5:38 PM
To: cityclerk
Cc: Adrian Bofo; Ingrid Harrison; Henri Gardner; Dufour Woolfley; Michael Esteve; Rosann Ndebumadu; Timothy Adams
Subject: {EXTERNAL}: Planned Development for Bowie

Bowie City Counsel,

I have been a Fairwood resident since 2008 and strongly oppose the Prince George's County Council's plans to rezone land parcels at the Freeway Airport and Frank's Nursery locations for the development of new townhomes. Fairwood homeowners have invested a great deal in the decades it has taken to create and hold the enjoyment of our neighborhood. Overdevelopment at these locations will adversely impact Fairwood with increased traffic and wear and tear on our community amenities.

Sincerely,

Sereena Bush

Awilda Hernandez

From: Kevin Pierce <atari800-pride@yahoo.com>
Sent: Monday, September 19, 2022 12:55 AM
To: cityclerk
Cc: Adrian Bofo; Ingrid Harrison; Henri Gardner; Dufour Woolfley; Michael Esteve; Rosann Ndebumadu
Subject: {EXTERNAL}: Rezoning of freeway airport and Frank's nursery

Greetings.

I am writing to you as a resident of bowie for over 35 years, and I implore the Bowie City Council to delay the sectional map amendment public hearing and retain the countywide map amendment determined zones for both the freeway airport and franks nursery.

I currently live in Fairwood, which is right between these two parcels of land. Our roads, traffic, and infrastructure are overly stressed today. Adding 100's of new residences would not be an appropriate decision and would only negatively impact the current residents that live around these locations. Our overcrowded schools and stressed roads would only become more so if these zoning changes and development were to happen.

Please note that I am in opposition to the County Council's approval of measures for development of these adjacent locations, Freeway Airport and Franks Nursery, development of which will adversely impact our communities.

Sincerely,

Kevin Pierce
12701 My Mollies Pride Dr.
Bowie, MD 20720

Awilda Hernandez

From: Flo <fsetienne@gmail.com>
Sent: Monday, September 19, 2022 10:58 AM
To: cityclerk
Cc: Timothy Adams; Adrian Bofo; Ingrid Harrison; Henri Gardner; Dufour Woolfley; Michael Esteve; Rosann Ndebumadu
Subject: {EXTERNAL}: Rezoning

To the attention of The Bowie City Council

Regarding plans rezone to land parcels at the Freeway Airport and Frank's Nursery locations

I recently became aware of the intent of the Prince George's County Planning Board to rezone land parcels at the Freeway Airport and Frank's Nursery locations for development of townhouses.

I strongly oppose this plan to rezone these parcels for townhomes.

This area is overdue to build a school system for the residents in our community. Overcrowding the area before adequate infrastructure to support its residents would negatively impact this sort after community. Fairwood homeowners have invested a great deal in the decades it has taken to create and hold the enjoyment of our neighborhood.

Please help us protect our community by declining the Prince George's County Planning Board to rezone land parcels at the Freeway Airport and Frank's Nursery locations for development of townhouses. We should not be increasing the population in this area before establishing appropriate support for the residents of this community.

Sincerely,

Fleurette Etienne, 5611 Paynes Endeavor Dr.

Awilda Hernandez

From: cqdst88 <cqdst88@icloud.com>
Sent: Monday, September 19, 2022 1:00 PM
To: cityclerk
Cc: Timothy Adams; Adrian Boafo; Ingrid Harrison; Henri Gardner; Dufour Woolfley; Michael Esteve; Rosann Ndebumadu; Michael Oliver
Subject: {EXTERNAL}: Sectional Map Amendment and County Map Amendment: Public Input Needed - Request a Delay

Dear Bowie City Council,

We're writing to request that you oppose the Prince George's County Council intent to rezone Freeway airport and Frank's Nursery to allow hundreds of townhomes without adequate public input. In addition, we kindly request that the Bowie City Council take an affirmative stand by going on the record to request a delay of the Prince George's County Council's proposed public hearing, as it has not given residents adequate time to review and examine the implication of the proposed changes.

Existing communities already have overcrowded schools and stressed roads, it is critical that residents are given real answers about how these potential changes will impact them, surrounding communities and the environment. Opening the door to significant zoning changes requires due diligence and part of that due diligence is conducting proper studies and gathering input from impacted residents which has not been done up to this point. Some of these zoning changes were included after hearing initial concerns from residents and even after trying to circumvent the democratic process by using illegal text amendments.

Bowie and County resident's voices have continually been intentionally disregarded and quieted by the current Prince George's County Council and all impacted municipalities need stand up and demand this stop. Again, we respectfully ask the Bowie City Council to request that the sectional map amendment (sma) public hearing be delayed and that the countywide map amendment (cma) determined zones for these properties be retained.

We are from the Fairwood community, and we are also against the improper and illegal methods used to circumvent the will of the residents of Prince George's County.

Sincerely,

Jill and Michael Oliver

12713 My Mollies Pride Drive

Bowie, MD 20720

Awilda Hernandez

From: Melissa Richardson <ladymelissa@solace2you.org>
Sent: Sunday, September 18, 2022 9:25 AM
To: ladymelissa@solace2you.org; cityclerk
Cc: Ingrid Harrison; Dufour Woolfley; Michael Esteve; Rosann Ndebumadu; Timothy Adams; Adrian Bofo
Subject: {EXTERNAL}: Zoning Delays and Maintain County MAP Amendment

BOWIE CITY COUNCIL WE REQUEST THAT THE SECTIONAL MAP AMENDMENT (SMA) PUBLIC HEARING BE DELAYED AND THAT THE COUNTYWIDE MAP AMENDMENT (CMA) DETERMINED ZONES FOR THESE PROPERTIES BE RETAINED.

Sincerely,
Donald and Melissa Richardson
Bowie Residents
301 919 4184 cell
301 390 5870 home
ladymelissa@solace2you.org

Sent from my Galaxy

Awilda Hernandez

From: Joe Meinert
Sent: Friday, September 16, 2022 2:32 PM
To: Awilda Hernandez
Cc: Carolyn Fifer; Alfred Lott; Daniel Mears
Subject: FW: {EXTERNAL}: Sierra Club opposes Rezoning of Freeway Airport and Adjoining Properties
Attachments: Rezoning Freeway Airport 9-16-2022.pdf

FYI – This is for the City Council’s public hearing on the SMA next Monday evening. For the record.

Joseph M. Meinert, AICP
Director of Planning and Sustainability
City of Bowie
15901 Fred Robinson Way
Bowie, MD 20716
Phone: 301-809-3045
FAX: 301-809-2315

From: Janet Gingold <janet.gingold@mdsierra.org>
Sent: Friday, September 16, 2022 1:03 PM
To: Joe Meinert <jmeinert@cityofbowie.org>
Cc: Adrian Bofo <abofo@cityofbowie.org>; Henri Gardner <hgardner@cityofbowie.org>; Ingrid Harrison <iharrison@cityofbowie.org>; Michael Esteve <mesteve@cityofbowie.org>; Dufour Woolfley <dwoolfley@cityofbowie.org>; Rosann Ndebumadu <rndebumadu@cityofbowie.org>
Subject: {EXTERNAL}: Sierra Club opposes Rezoning of Freeway Airport and Adjoining Properties

The Prince George’s County Sierra Club Group urges you to oppose the rezoning of Freeway Airport and Adjoining Properties. Please see attached.

Thank you for your consideration.

Janet Gingold
Chair
Prince George’s County Sierra Club Group
301-814-1223
13107 Whiteholm Drive
Upper Marlboro, MD 20774



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM
City Manager

SUBJECT: Bowie-Mitchellville and Vicinity Sectional Map Amendment

DATE: September 15, 2022

On March 8, 2022, the District Council approved the Area Master Plan for Bowie-Mitchellville and Vicinity. A Sectional Map Amendment (SMA) typically follows approval of a Master Plan to effectuate zoning changes that are necessary to conform to the policies of the updated Master Plan. The Joint Public Hearing of the County Planning Board and District Council regarding the Bowie-Mitchellville and Vicinity SMA will be held on Tuesday, September 27, 2022, at 5:00 p.m.

There are two parts to the SMA. The first is the published SMA document, which identifies a total of 150 individual properties intended for comprehensive rezoning. The second is property owner requests submitted for consideration of rezoning. This staff report includes a table of staff recommendations (Table 1) that corresponds to the published SMA document. The attached maps show the location of each of the 150 properties. For ease of reference, City owned properties are highlighted in the Location column of Table 1. In addition, a second table of staff recommendations (Table 2) regarding the 18 property owner requests is included. In numerous instances, the individual property owner requests overlap with the published SMA recommendations.

Table 1: Comprehensive Zoning Recommendations (Proposed SMA)

One of the broad goals of the SMA is to downzone open space and undeveloped property to the lowest density zone. In many instances (44% of all proposed changes), parkland and other publicly owned parcels are recommended for rezoning to the R-O-S (Reserved Open Space) zone. The ROS zone was specifically created for publicly owned property. Where privately owned property is involved, the lowest density zone available is the AG (Agricultural and Preservation) zone, which carries a maximum residential density of 1 dwelling unit per 5 acres. Except for the City owned open space parcel at the intersection of Race Track Road and Old Chapel Road (Saddlebrook, Parcel N) and the Cora Bowie property, located off Mill Branch Road, which may have potential for future development, staff concurs with the use of the R-O-S zone for City properties as proposed in the SMA.

Staff recommends that the City take a position on the following ten specific Zone Changes appearing in Table 1:

Zone Change # (ZC)	Location	Current	Proposed	City Staff Rec
9	Edge of planning area along NE side of MD 197 north of OTB	AR	AG	AG, but other nearby parcels should also be included
10	PEPCO Lemons Bridge Rd	AR	AG	AG, but City parcel should be included
30	Jesuit Prop. N. side of MD 450	RE	AR	AG – s. side of MD 450 should be AG also, not AR
35	Forest Drive Lot 7	RE	AG	RE
36	MD 3 south lot	RE	AG	RE
45	Old Stage MNCPPC Parcel and HOA prop	RR	AG	AG – Part owned by MNCPPC should be ROS
50	Park Drive Lots 4-5	AR	AG	AR
73	SFD Longleaf, Plat 14	AR	AG	AR
74	Two SFD Longleaf, Plat 14	AR/AG	AG	AR
104	N end of South Lake along MD 214, open space	LCD	AG	ROS

Zone Changes 9, 10, and 30 involve locations where additional properties should be downzoned. These include City-owned property on Lemons Bridge Road and the Jesuit property, south of MD 450. Zone Changes 35, 36, 50, 73 and 74 involve existing subdivision lots in Forest Hills, Sherwood Manor and Longleaf that should retain the same zoning as the subdivision in which they are a part. This would avoid the appearance of spot zoning and would be a more uniform application of the respective zoning districts. Zoning Changes 45 and 104 are County owned properties where the SMA zoning recommendations do not place the properties in the lowest density zone.

Table 2: Individual Property Owner Requests

The 18 individual property owner requests are shown on the attached maps. Nine of the individual requests are covered by the Proposed SMA. Staff concurs with most of the requested changes, with the five exceptions noted below, which should be included in the City's position letter regarding the SMA:

Memo re: Bowie-Mitchellville and Vicinity SMA

Property Owner Request #	Location	Current	Proposed	City Staff Rec
4	Jericho Park Road	AR	Chesapeake Bay RCA zone	AR
5	16620 Sylvan Drive	RE	CGO	RE
11	3704 Church Rd, south of Freeway Airport opposite Dawn Whistle Way	AR	RSF-A	AR
15	1 SE Crain Hwy	RE	CS	RE
17	180 Robert Crain Highway	AR	CS	AR

Recommendation

It is recommended that City Council support the staff recommendations in Table 1 and Table 2 and send a letter for the joint public hearing containing these recommendations.

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, OCTOBER 3, 2022

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, October 3, 2022, in the Council Chambers at City Hall. Councilmember Harrison called the meeting to order at 8:02 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Councilmember Harrison led the Pledge of Allegiance to the Flag.

QUORUM:

In attendance were Mayor Adams (joined virtually at 8:53 p.m.), Councilmembers Bofo (virtual), Esteve, Gardner (joined virtually at 8:04 p.m.), Harrison, Ndebumadu and Woolfley, City Manager Lott, Assistant City Manager Mears, City Attorney Levan, City Clerk Hernandez, and Staff.

CITIZEN PARTICIPATION:

1. Sherman Ragland, Chair of the Bowie BIC – Introduced Bowie BIC's new Executive Director, Ms. June Evans and announced their receipt of a \$3.0 Million Grant from the U.S. Small Business Administration.

PRESENTATIONS:

Councilmember Harrison swore in two new Police Officers to the Bowie Police Department - Police Officer Vette Andersen and Police Officer Derrick Paz.

CITY BOARDS AND COMMITTEES:

A. Appointments/Reappointments/Swearing-In:

1. Councilmember Harrison swore in Clinton Truesdale to the Bowie Race Track Property Task Force Committee.

COUNCIL ANNOUNCEMENTS:

Councilmember Woolfley announced a virtual meeting that is being held this same evening in regard to the proposed development behind Marketplace.

Councilmember Gardner requested a moment of silence for Florida residents that suffered damage during Hurricane Ian.

Councilmember Harrison read a proclamation honoring and recognizing former Senator David C. Harrington on his passing.

CITY MANAGER'S REPORT:

City Manager Lott took a moment to recognize the great work his employees are doing in continuing to provide essential services to the residents of the City.

CONSENT AGENDA:

Councilmember Woolfley made a motion to approve Consent Agenda items: A) Adoption of Proclamation P-24-22 Proclaiming October 2022 as National Disability Employment Awareness Month in the City of Bowie; B) Adoption of Proclamation P-25-22 Proclaiming October 2022 as Energy Awareness Month in the City of Bowie; C) Adoption of Resolution R-47-22 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie to Accept the Quote of CDI, LLC for CrowdStrike Falcon Anti-Virus Software and Authorize the City Manager to Enter Into an Agreement for CrowdStrike Falcon Complete; D) Adoption of Resolution R-51-22 Authorizing the Issuance of a Purchase Order to KCI Technologies, Inc. for Task Order/RFP#1-09A in Accordance With the Master Contract Approved on October 31, 2018; E) Adoption of Resolution R-52-22 Authorizing the Issuance of a Purchase Order to KCI Technologies, Inc. for Task Order/RFP#1-11 in Accordance With the Master Contract Approved on October 31, 2018; F) Adoption of Resolution R-53-22 Awarding a Contract for HVAC RTU 1 & 2 Replacement for Bowie Playhouse; G) Adoption of Resolution R-55-22 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie to Approve the Cooperative Purchase and Installation of Playground Equipment and Authorizing the City Manager to Enter Into an Agreement with Playground Specialists, Inc. for the Purchase of Playground Equipment for Glen Allen Park in the amount of \$211,275.20. Councilmember Ndebumadu seconded the motion. Motion passed 6-0.

NEW BUSINESS:

A. Briefing on Recent Emergency Events – Emergency Manager, Lee Cornwell briefed Council on the recent emergency events that have occurred in the City. On June 14 there was a natural gas fueled explosion originating from the kitchen at Larkin Chase. In total, 112 Larkin Chase Center residents were evacuated from the nursing home, with 83 residents evacuating to the Bowie Gymnasium, 6 to the Bowie Health Center Emergency Department and the remaining residents to a variety of nursing facilities across the state. On July 5th an EF1 tornado touched down in the S section and travelled for one mile ending in the B section. The tornado had peak winds of 90 mph and a max width of 125 yards. The storm result in widespread uprooted trees, blocking roadways, damaging vehicles and buildings including two trees down homes displacing the residents. Exactly one week later, a line of severe storms again impacted the Bowie area late afternoon, this time bringing straight-line winds and excessive rainfall. The National Weather Service reported that a microburst with sustained winds of 80 mph was responsible for damage in the Chapel Forge, Belair Greens, Meadowbrook, and Whitehall neighborhoods.

Councilmember Gardner thanked staff for their services during the Larkin Chase explosion as well as the storms.

Councilmember Woolfley commented on the same concerns staff had with BGE and their response during the storms. He is encouraging staff to have BGE come before Council to discuss the issues.

Councilmember Harrison thanked Mr. Cornwell for his briefing.

B. Adoption of Resolution R-50-22 Amending Resolution R-16-01 “Rules and Regulations of City Boards, Commissions and Committees” – Councilmember Esteve asked why the section of Council interviewing the prospective applicants was removed from the regulations. City Clerk Hernandez responded that it was to avoid having the Open Meetings Act violated by having more than three Councilmembers present during an interview.

Councilmember Estève asked that the requirement to have Council interview applicants be put back into the resolution. Staff will revise the resolution and present at next meeting for adoption.

C. Police Department Update – Chief Nesky briefed Council on department stats from the previous six months. Staffing is down by 15 officers; it is becoming very difficult to keep/hire officers. Speed camera trials are underway in several neighborhoods and traffic safety data is being collected to better implement and assist with selective enforcement. The department continues to engage with the community via several events; Coffee with a Cop, Chief Chat and Drug Take Back which will take place on October 29.

Councilmember Harrison thanked Chief Nesky for his briefing.

ADJOURNMENT:

Councilmember Esteve motioned to adjourn the Regular City Council meeting. Councilmember Woolfley seconded the motion. Motion passed 7-0. The meeting adjourned at 9:44 p.m.

Respectfully submitted,

Awilda Hernandez, MMC
City Clerk



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Waive Bidding for Snowplow Contractors
Resolution R-56-22

DATE: 10/13/2022

The Public Works Department enters into contracts each fiscal year with multiple standby Snowplow Contractors. The Snowplow Contractors respond when the City calls upon them to work the shifts assigned by the City.

Depending upon weather conditions any given snow season, there is a chance that the total aggregate compensation paid to any Contractor may exceed \$25,000. The City has established standardized rates that vary according to the Contractor's equipment. Hourly rates have been established based on local market research.

It is envisioned that the City will accept applications from and enter into "as needed" contracts with all qualified entities on terms and conditions that are not negotiated but rather are established in advance by the City and will assign work to Snowplow Contractors on a fair, rotating basis. The City will publicly advertise the opportunity to apply for inclusion in the snow plowing contract program on eMaryland Marketplace and the City's Website.

The City Charter ordinarily requires, in Section 61, that contracts valued at greater than \$25,000 be awarded upon a competitive bid process. In this case, the City is unable to determine in advance the identity of the potential Contractors or which of those Contractors may ultimately receive compensation in excess of \$25,000.

Under the circumstances, Staff believes there is no benefit to be gained from competitive bidding and that it is in the best interest of the City to sign contracts with these providers without competitive bids and to have them on standby to plow snow on City streets for the FY23 snow season.

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and allow for issuance of a contract to these Contractors.

I concur with the above recommendations and request your approval of Resolution R-56-22.

ATTACHMENTS:

1. 20221017 - Resolution R-56-22
2. 20221017 - Exhibit A Rates 2022-2023 Winter Season

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF THE CITY
CHARTER TO ALLOW THE CITY TO ENTER INTO CONTRACTS WITH
VARIOUS SNOWPLOW CONTRACTORS THAT MAY EXCEED \$25,000 IN
AGGREGATE VALUE

WHEREAS, the Charter of the City of Bowie provides, in Section 61, that all expenditures for services, among other items, exceeding \$25,000, shall be accomplished upon written contract following a competitive bidding process; and

WHEREAS, the Public Works Department enters into contracts in each fiscal year with multiple Snowplow Contractors; and

WHEREAS, in any given year, depending on weather conditions and therefore unpredictably, some Contractors may provide services to the City for which they are paid an aggregate amount exceeding \$25,000; and

WHEREAS, the City is unable to determine in advance the identity of all of the Snowplow Contractors with which it may enter into contracts or to know with certainty which of those contracts may result in the compensation paid to a Contractor in excess of \$25,000; and

WHEREAS, the City intends to accept applications from and enter into “as needed” contracts with all qualified entities on terms and conditions that are not negotiated but rather are established in advance by the City and to assign work to snow plowing Contractors on a neutral, rotating basis according to the Snow Plow Contractor Selection Policy; and

WHEREAS, the City has publicly advertised the opportunity to apply for inclusion in the snow plowing contract program on eMaryland Marketplace and the City’s Website and hourly rates were set based on local market research; and

WHEREAS, there is no benefit to be gained from competitive bidding under the circumstances.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council, by a two-thirds vote in accordance with City Charter Section 62, hereby waives the competitive bidding requirements of Section 61 of the Charter for good cause with respect to the City’s Snowplow Contracts for FY23; and

BE IT FURTHER RESOLVED by the Council of the City of Bowie, Maryland, that the Council authorizes the City Manager to enter into contracts with various Snowplow Contractors on an as-needed basis, at hourly compensation rates as set forth in Exhibit A

hereto, and to pay said Contractors those amounts earned on said hourly basis even if said amounts exceed \$25,000 per individual entity.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a meeting on October 17, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor

Exhibit A

Snowplow Contractors Rates for 2022-2023 Winter Season

<u>Trucks</u>	<u>Hourly Rate</u>
3/4 Ton, 1 Ton Pickup Trucks, or SUV's	\$125.00
Single Axle Dump DRW (3 - 4.4 Cubic Yard Capacity)	\$135.00
Single Axle Dump (4.5 - 5.9 Cubic Yard Capacity)	\$145.00
Single Axle Dump (Greater than 6 Cubic Yard Capacity)	\$155.00
Tandem/Tri-Axle Dump	\$165.00
 <u>Rate Addition for Salt Spreaders</u>	
Slide in Spreader (1.8 - 2.5 Cubic Yard Capacity)	\$25.00
Slide in Spreader (Greater than 4 Cubic Yard Capacity)	\$28.00
Under Tailgate Dump Spreader (8ft Width)	\$30.00
 <u>Equipment</u>	
Skid Steer/Bobcat	\$135.00
Backhoes w/4 Wheel Drive (1.4 Cubic Yard Minimum)	\$145.00
Medium Grader (125 -150 HP)	\$150.00
Large Grader (125 -150 HP)	\$160.00
Medium Loader (2-2.75 Cubic Yard Capacity)	\$165.00
Large Loader (3-4 Cubic Yard Capacity)	\$185.00



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Contract Award for Bowie Playhouse Roof Replacement Project
Resolution R-58-22

DATE: 10/13/2022

On August 18, 2022, the Department of Community Services issued an Invitation for Bids for roof replacement and repairs at the Bowie Playhouse.

On September 13, 2022, five (5) bids were received and opened. The results were as follows:

<u>Firm</u>	<u>Total</u>
AKJ, Inc.	\$ 64,950.00
Alpha Omega Construction Group, Inc.	\$188,000.00
Dynamic General Contracting, LLC	\$142,000.00
Island Contracting, Inc.	\$112,750.00
Ruff Roofing, Inc.	\$ 69,131.00

Adequate funds are available in the FY23 Capital Improvements Projects Fund (10511-57010) to award this project.

When evaluating the proposals received, staff considered the expertise and experience of each firm and successful completion of similar projects. The low bid submitted by AKJ, Inc. was determined to be both responsible and responsive.

Upon confirming the understanding of the scope of work, completion timeline, and verifying references for AKJ, Inc., the Department of Community Services recommends a contract be awarded to AKJ, Inc. located in Stevensville, Maryland in the amount of \$64,950.00 for the work specified in the Invitation for Bids.

I concur with the recommendation of the Department of Community Services and request your approval of Resolution R-58-22.

ATTACHMENTS: 1. 20221017 - Resolution R-58-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT FOR ROOF REPLACEMENT AND REPAIRS FOR
BOWIE PLAYHOUSE

WHEREAS, the City of Bowie owns and operates the Bowie Playhouse; and

WHEREAS, the City intends to replace and make repairs to the roof at the Bowie Playhouse; and

WHEREAS, an Invitation for Bids was issued for the work that had a closing date of September 13, 2022 at 2:00 p.m., at which time five bids were received that ranged from \$64,950 to \$188,000; and

WHEREAS, staff has reviewed the five bids received and determined the \$64,950 bid submitted by AKJ, Inc. located in Stevensville, Maryland is the lowest most responsive and responsible bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the City Manager is hereby authorized to enter into an Agreement with AKJ, Inc. in the amount of \$64,950 to replace and repair the roof at the Bowie Playhouse.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on October 17, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Approval of Letter to M-NCPPC re: FY 2024 Proposed Budget

DATE: 10/13/2022

Staff has prepared an updated annual letter for the City Council's consideration of approval to be sent to M-NCPPC outlining City priorities to be addressed in the FY 2024 M-NCPPC Budget.

ATTACHMENTS: 1. 20221017 - MNCPPC Budget Letter - FY 2024

October 17, 2022

The Honorable Peter A. Shapiro, Chairman
Prince George's County Planning Board
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772

RE: Proposed Fiscal Year 2024 Maryland-National Capital Park and Planning Commission Budget

Dear Chairman Shapiro:

The Bowie City Council respectfully offers the following comments regarding the FY 2024 Proposed Maryland-National Capital Park and Planning Commission Budget. Thank you for your review and consideration of these issues of importance to the City of Bowie and its residents.

1. CAPITAL IMPROVEMENT PROGRAM FUNDING

PARKS & RECREATION

Multi-Generational Community Recreation Center – The City recommends construction of the next Multi-Generational Community Recreation Center in Area 3. The City recommends that this regional facility be constructed on the Commission owned Green Branch property, located between Ball Park Drive and Mill Branch Road. The City conducted an indoor facility analysis in 2013. The results demonstrated indoor aquatics as the greatest need, with a need for additional courts as well. The City requests that indoor competitive lanes as well as recreational splash pad amenities be included in design and construction. Basketball courts should also be included in the final design and construction.

Green Branch Park – As highlighted above, the City requests that the next Multi-generational Community Recreation Center be constructed at this site, including both aquatics and court-based services.

Sandy Hill Park – The City continues to support M-NCPPC in this park redesign, and requests that this project move forward with athletic field lighting.

Foxhill Park – The City continues to support the conversion of Fields 1, 2 and 4 to a baseball diamond with a base path distance of 70'. This improved field should have permanent fencing as well as field lights. This park has field lights on baseball field #3 as well as the tennis courts.

Horsepen Branch Trailhead on WB&A Trail – There are no restrooms along the Bowie sections of

the WB&A trail. The City encourages planning for a restroom / rest stop for bicyclists. Budgeting and construction should occur prior to the Patuxent River crossing being completed and will be an attractive and useful amenity for bikers on the WB&A trail. The Patuxent River crossing should be a showcase for the Commission.

Watkins Regional Park – The Park Master Plan recommends including a Natural Exploration Area. The City continues to support this aspect of the Regional Park’s development.

Outdoor Water Related Recreation – The City is interested in seeing the Commission install a splash pad or spray pad on parkland located within the City of Bowie. These amenities exist at other Commission facilities, such as at Largo Town Center. Using these types of water features helps to activate public spaces, which is a goal of the City’s Sustainability Plan.

PARTNERSHIP PROJECT

Athletic Courts – The City is considering the construction of a small athletic court facility. The City supports regional recreation services and facilities including the Bowie Golf Course, the Ice Arena, and the Bowie Senior Center, all of which greatly serve the residents of Prince Georges County. In the Commission’s “Formula 2040” 2019 Progress Report, M-NCPPC forecasts a need for an additional 40,000 square feet of non-aquatic recreation court space in Bowie, and specifically plans for adding 20,000 square feet to the Bowie Community Center and 20,000 square feet to the South Bowie Community Center.

In 2013, the City of Bowie conducted a recreation needs assessment. This assessment, conducted by the Sports Facility Advisory (SFA), identified that the Bowie community needs approximately 61,373 square feet of additional court space. This study did not reflect the need of those neighborhoods adjacent and contiguous to the City of Bowie, nor does this number include escalation for the population growth experienced since 2013.

The City of Bowie would like to discuss a public-public partnership between M-NCPPC and the City of Bowie for the construction of a large, multi-court regional facility. The City and the Commission could share costs for the construction of an approximate 60,000 square foot, basketball/multi-court facility. In this proposal, the City would operate this facility, and proposes an annual operating cost reimbursement from M-NCPPC. The facility would be open to all bi-county residents at an agreed resident rate. This public-public partnership is in keeping with one of the goals and objectives outlined in the Formula 2040 plan. The City would like to schedule time to discuss this proposal with key Commission leadership.

2. PARK AND FACILITY MAINTENANCE

ALLEN POND PARK

Allen Pond Park is the City of Bowie’s premier park and is the City’s largest active park serving the community with a wide variety of amenities. The City Council is respectfully requesting the consideration of a larger annual contribution from M-NCPPC to maintain the park which serves the

recreational needs of Bowie residents and is open to and receives many residents of Prince George's County.

The City of Bowie currently receives \$101,700 each year from M-NCPPC to support the costs of maintaining Allen Pond Park. We appreciate your recognition of this asset as a regional amenity. For the City of Bowie, it annually spends just under \$500,000 in operational costs in Allen Pond Park. Capital expenses for synthetic turf, field lighting, amphitheater, irrigation, pump station, turf management, playgrounds, and other infrastructure add another \$800,000 to \$900,000 per year. In Bowie's budget there is just over \$8 million in infrastructure in the Capital Improvement Plan.

In a June 2018 survey of organized recreational sports groups in the City of Bowie, it was learned that Bowie resident participation in field sports is 47.5%. The remainder are regional users. This data indicates the strong draw of Bowie recreational amenities for meeting regional recreation needs.

Please let this letter serve as the City of Bowie's request that M-NCPPC annually contribute \$250,000 toward the operational expenses. In addition, an annual contribution be made to the City of Bowie for Capital expense of \$425,000.

With M-NCPPC's goals of providing an award-winning system of parks and creating recreational experiences that enhance quality of life of all individuals, the City of Bowie appreciates your consideration of this funding request in helping Allen Pond Park in meeting those goals.

3. TRAIL PLANNING AND DEVELOPMENT PARTNERSHIP PROJECTS

TRAIL PLANNING

The City again asks for your leadership and cooperation in trail planning activities for the following specific projects, which are mostly located beyond the City limits:

Bowie Heritage Trail – The City supports continued funding of the Department of Parks and Recreation (DPR) plans to extend the WB & A Spur Trail from the new bridge, across the State of Maryland property to Bowie State University and the MARC train station. We believe that construction of a pedestrian underpass under MD 197 (outside the city limits) to connect Lemon's Bridge Road to the MARC Train Station at Bowie State University can be formally initiated with DPR once the WB & A bridge construction is underway. Now that the construction of the WB & A bridge is underway, the City also believes that it is of critical importance to connect the WB & A trail spur to the Bowie State University campus. The City would like to see funding prioritized to close this gap; which would be a major milestone in advancing the Bowie Heritage Trail. The City's Jericho Park Trail, consisting of a 2,200-foot-long hiker-biker trail, including a new trail segment across M-NCPPC parkland, remains under construction.

WB & A Bridge over Patuxent River – The City supports efforts to continue construction of the bridge over the Patuxent River. We look forward to completion of this very important segment of the regional trail system in time for summer of next year.

Potential conversion of CSX Railroad Spur to Southern Maryland to a Trail – The Chalk Point power plant

in the southeastern corner of Prince George's County as well as the Morgantown power plant in Charles County have decommissioned all remaining coal generation units and will no longer be generating coal shipments (provided by CSX railroad). If this change results in CSX applying to abandon all or a portion of its right-of-way, there may be an opportunity to railbank the corridor and establish an interim rail-trail. The City is a major stakeholder, and we are working with Parks & Planning staff as well as other major stakeholders to strategize for potential railbanking of this corridor.

Trail Connection to Huntington South Park - It appears that a pedestrian connection between the end of 12th Street into Huntington South Park would be fairly straightforward, because there is only City right-of-way and County parkland involved. The City believes this idea is worthy of examination and asks that you proceed with the necessary investigation and construction funding at the earliest opportunity.

PARTNERSHIP PROJECTS

MD 214 Pedestrian Bridge – A feasibility study, funded by the Metropolitan Washington Council of Governments' Transportation and Land Use Connections Program, was completed for the City earlier this year. Even if the CSX Rails-to-Trails concept becomes a reality, a grade-separated crossing of MD 214 will still be needed. There may be issues associated with locating a bridge crossing of MD 214 at the present location of the railroad tracks. Moreover, connectivity to the new South Lake development will still be needed. This project may be a candidate for a potential funding application to the Transportation Alternatives (TA) program through SHA. It is also critical that M-NCPPC keep the \$396,000 commitment in the Collington Branch CIP project to help encourage SHA to fund the construction of the much-needed pedestrian link between the CSX railroad tracks and Pointer Ridge Drive, and eventually to MD 214. As the bridge is over a county road and technically outside of city limits, the City believes MNCPPC should take the lead in advancing this project.

A-44 Greenway – The City is interested in a new partnership with MNCPPC to design and build a north-south trail system in the Church Road corridor, using lands dedicated to public use from the now-obsolete Inter-County Connector (A-44). The potential for a Rails-to-Trails concept on the CSX railroad alignment may change, but not eliminate, the need to study Collington Branch Trail alignment alternative near Mount Oak Road. The A-44 Greenway area will remain a good location for an east/west trail bridge over the stream, providing access to the north/south trail corridor from communities both east and west of the tracks. Further trail planning and coordination will be needed in this vicinity to take advantage of significant property and parcels that are in public ownership.

Mt. Oak Road/Mill Branch Parcel Exchange – The City is interested in constructing a trail from Dahlia Drive to Mt. Oak Road and eventually east to Nottingham Lane through MNCPPC property. Previously there had been discussions about swapping City owned land off Mill Branch Road adjacent to the Patuxent River for the affected parcel Mt. Oak Road. The City wishes to execute the swap to make the trail connection a reality.

We appreciate the opportunity to share the City of Bowie's perspective on these issues and thank you for your thoughtful consideration of them as we work with the Commission on projects of mutual interest in the Bowie community.

Sincerely,

Bowie City Council
Timothy J. Adams
Mayor

cc: The Honorable Todd Turner

DRAFT



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Detailed Site Plan #22016, Dash-In Convenience Store and Gas Station

DATE: 10/13/2022

On September 6th, City Council conducted a public hearing on the proposed Detailed Site Plan. The applicant agreed to provide answers to numerous questions asked by City Councilmembers and appear at a subsequent meeting to communicate this information. Attached is a letter from the applicant's attorney addressing City Council's questions. City staff and the Bowie Advisory Planning Board recommend approval of DSP #22016.

ATTACHMENTS:

1. 20221017 - Response Letter to City Council Questions
2. 20221017 - City Council staff report

Daniel F. Lynch, Esquire
Admitted in Maryland

Email: DLynch@mhlawyers.com
Direct Dial: Extension 250

September 12, 2022

VIA ELECTRONIC MAIL

Joseph M. Meinert, AICP
Director of Planning and Sustainability
City of Bowie
15901 Fred Robinson Way
Bowie, MD 20716

*Re. DSP-22016
Dash-In Food Stores*

Dear Joe:

On behalf of my client, Dash-In Food Stores, Inc., I am writing for the purpose of addressing the questions posed by the City Council during the hearing on the above referenced Detailed Sited Plan on September 6, 2022.

As a preface to providing these answers, it is important to note that this application will be reviewed by Park and Planning based on the criteria set forth in Section 27-285(b) of the Zoning Ordinance of Prince George's County which provides:

- (1) The plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use;

The application package submitted to the City of Bowie and Park and Planning adequately addresses this criteria. Although the questions posed by the City Council are important and we are more than happy to provide answers, these questions and the enclosed responses do not relate to the applications compliance with Section 27-285(b) of the Zoning Ordinance. I think it is important for everyone to understand what the criteria of approval is for this application. That being said, please accept the following as the applicant's response to the questions posed by the City Council.

1. Provide a market study or additional information as to why this site was chosen.

Response: Generally, a market study demonstrating that there is lower concentration of fueling positions in the defined market area overall based on both the total population and number of registered vehicles ratios was not performed on this site. Such an analysis is sometimes required for certain land use applications in Prince George's County and therefore filed with those applications. However, in the case of the C-M Zone, a market study is not required as part of the review and

approval of a Detailed Site Plan. My client did perform a site analysis that takes into consideration pass-by traffic, the number of other stations in the market, site access, site visibility and zoning to determine whether or not the site is acceptable. That analysis in conjunction with its 95 years of experience and success in this market was used to determine whether it would be successful at this site. My client knows when a site will be successful, and it would not be investing 6 to 8 million dollars if the site analysis was not favorable and if it did not believe it would be successful on this site.

2. Why is Applebee's leaving the property

Response: Applebee's is leaving the property based on the fact that their lease term is about to expire. The property owner spoke with a number of potential tenants that included quick service restaurant operators and other gas station operators but did not receive any inquiries from a sit-down restaurants or retail commercial uses.

3. What philanthropic activities are proposed in Bowie?

Response: The Wills Group, the parent company of Dash-In Food Stores, Inc., is heavily involved in the communities where it operates and gives back to the communities it serves. My client has donated 4.5 million dollars since 2006 to 45 local organizations throughout the Mid-Atlantic Region. My client would be more than happy to sit down with representatives of the City of Bowie to discuss whether there are any local organizations that could be added to its list of future beneficiaries of this charitable giving.

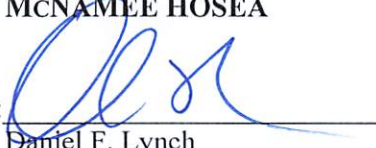
4. Provide additional information regarding diversity within the company.

Response: I have attached a summary of the history of diversity, equity and inclusion as well and the 2022 DEI Learning Journey Curriculum.

I believe the above addresses that questions posed by the City Council at the September 6th hearing. Please let me know if you have any questions regarding the above.

Sincerely,

MCNAMEE HOSEA

By: 

Daniel F. Lynch

Enclosure



Diversity Equity and Inclusion at Wills Group



The Wills Group is committed to Diversity Equity and Inclusion. In November of 2021, Wills Group appointed Director, Corporate Communications and Diversity, Equity, and Inclusion **Rayma Alexander** to oversee and lead DEI in partnership with the company President and Chief Operating Officer **Blackie Wills**. Prior to Rayma joining Wills Group, the company engaged internationally recognized DEI consultant, Korn Ferry, to conduct listening sessions, assess Wills Group's DEI opportunities and set the course for a robust DEI strategy.

In addition to aligning DEI to the Wills Group Business Strategy and developing and communicating a public DEI Promise and Statement, Wills Group's DEI focus spans culture, talent, and communities. The formal, yet nascent DEI strategy, launched late in 2021 with a company paid Martin Luther King Day holiday, a paid Day of Service for all full-time associates, along with more robust benefits for part-time retail associates.

In January of 2022, Wills Group launched its foundational DEI Learning Journey with Korn Ferry DEI courses for all associates. All new associates are required to take this foundational training when they join. In 2023, additional DEI courses will be added to DEI Learning Journey, with topics such as Microaggression, Simple Actions to support LGBTQ Inclusion, Practices that Hamper Inclusion, Anti-Racism, Fostering Inclusion to name a few.

The 2022 DEI Learning Journey Curriculum

The Business Case for Diversity and Inclusion for All Managers - The Business Case for Diversity and Inclusion explores the connection between inclusion and several key business drivers including innovation, market results, associate engagement, and recruitment.

Leading Inclusion for All Executives – A customized, facilitator-led 4-hour, interactive workshop for all Wills Group Executives. Program objective: capacity building, understanding difference and the impact of bias and personal commitments to fostering an inclusive culture. The company recognizes that creating and sustaining an inclusive culture lies with all associates, yet this session reinforces that executive leaders have a unique and key role to play as organizational role models. At Wills group, we expect our leaders to move along on their own inclusive leadership journey while inspiring and guiding the people in our organization. To further strengthen the Leading Inclusion, Executives pair with DEI

Diversity, Equity, and Inclusion at Wills Group

Accountability Partners to support each other on the DEI Journey and ensure associates feel a sense of belonging and have equitable opportunities at Wills Group.

Managing Inclusion for All Managers - Managing Inclusion shows managers how to increase associate performance and engagement by leveraging knowledge from the field of diversity and inclusion. Recommendations for ways that associates can apply the learning to their specific situation are provided in each module, and associates leave with a custom action plan they commit to implementing when they return to work. The 60-minute course helps associates understand the business case for inclusion and how they can do more with more of the team members to drive higher levels of engagement and performance. Secondary to the training, Managers pair with DEI Accountability Partners to deepen relationships and foster mutual respect and understanding at Wills Group.

Conscious Inclusion for All Associates – This course helps associates understand their own biases and their ultimate impact on those around them. Associates learn how assumptions show up at work, and the profound impact our reactions to differences can have on the experiences, opportunities, and types of support that individuals receive at work. Associates learn strategies to role model inclusion to minimize the risk of bias and enhance workplace interactions for improved performance.

Employee Resource Groups (ERGs)

Wills Group will introduce a Diversity Council and Associate Resource Groups in late 2022. After an educational workshop and survey of interest, our ERGs will initially focus on Professional Women and Working Parents. Each group will be supported by an Executive Sponsor with associate-led charter development and annual plans. These plans will include activities to build a stronger, inclusive culture, transparent talent systems and outreach opportunities that benefit the communities where Wills Group/Dash In operates. The Diversity Council will be the oversight body ensuring ERG work aligns with business goals and strategy.

Community Engagement

Wills Group has a robust Community Engagement Program with two Signature Programs: Nourishing Children and Families and Reimagining Outdoor Spaces. Nourishing Children and Families focuses on strong partnerships with food banks across the Mid-Atlantic, including Feed More, Maryland Food Bank, Southern Maryland Food Bank and Delaware Food Bank addressing food insecurity in our communities and investing in innovative programs aimed at food sustainability and nutrition.

Reimagining Outdoor spaces in an inaugural program focused on transforming neglected outdoor spaces into places where communities can come together and thrive. Phoenix Run Park in La Plata, Maryland, is Wills Group's first outdoor project completed in collaboration with the community.

At Dash In Grand Opening events, the company provides grants to local schools and first responders to support local community activities.

In addition, Wills Group focuses on diversity hiring, performance management, career development and training opportunities that leverage differences and remove bias and systemic obstacles.



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Detailed Site Plan #22016, Dash In Convenience Store, Gas Pumps and Car Wash

DATE: 09/01/2022

Attached please find the City staff report for Detailed Site Plan #22016.

ATTACHMENTS: 1. 20220906 - City Council Staff Report DSP 22016

LAND USE PETITION IN THE BOWIE PLANNING AREA

Maryland - National Capital Park and Planning Commission ID: Detailed Site Plan #DSP-22016
Dash In Convenience Store
Bowie Advisory Planning Board #22-05 Date: September 1, 2022

INTRODUCTORY NOTE: The proposed application is a request for approval:

- ☐ (a) of a zoning type case involving the specific use of land;
☐ (b) of a conceptual site plan;
☐ (c) to subdivide property into building lots and obtain adequate public facilities approval;
☒ (d) of a site plan for building and parking design, landscaping, architecture, etc. under the development regulations of Prince George's County. The application has been referred to the City for our review and recommendation. The position of the Bowie Advisory Planning Board in this matter is advisory to the City Council. The City Council will also conduct a public hearing on this application and their vote will become the final City recommendation. Persons wishing to participate in these hearings must submit written testimony or sign up to speak at each public hearing. Each person wishing to speak at the City's hearings will be given up to five minutes. To participate in the County's hearings, you must make a separate, written request to become a person of record.

GENERAL DATA:

1. Nature of Petition: Detailed Site Plan
2. Petitioner: Dash In Food Stores, Inc.
3. Represented by: Mr. Daniel Lynch, McNamee Hosea, PA
4. Location of Petitioned Property: Northwest corner of US 301 and Heritage Boulevard
5. Proposed Use of Petitioned Property: Redevelopment proposal that includes a 4,500 square foot convenience store, gas station and car wash to replace the existing 5,641 square foot Applebee's restaurant
6. Size/Zone of Petitioned Property: 1.68 acres/Zoned: TAC-E (Town Activity Center-Edge)
7. Date of Hearing before BAPB: Tuesday, July 26, 2022 at 7:00 P.M.
8. Date of Hearing before City Council: Tuesday, September 6, 2022 at 8:00 P.M.
9. Date of Hearing before M-NCPPC: TBD
10. Date of Hearing before Hearing Examiner: N/A
11. Date of Hearing before District Council: N/A

NOTICES/LEGALS	Date	Number of Mailing/Signs
Notice sent to Adj. Properties:	6/28/22	24
Notice sent to Parties of Record:	N/A	
Date Signs Posted:	6/28/22	3
	7/13/22	3
Date Legal Sent:	N/A	
Date Legal Appeared:	N/A	

RECOMMENDATIONS:

12. Department of Planning and Sustainability Recommendation:
The Department of Planning and Sustainability staff recommends **APPROVAL** with conditions.
13. Bowie Advisory Planning Board Recommendation:
The Bowie Advisory Planning Board recommends **APPROVAL** with conditions.



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

MEMORANDUM

TO: City Council

FROM: Mr. Terry Rogers, Chair
Bowie Advisory Planning Board

SUBJECT: Detailed Site Plan #22016
Dash In Convenience Store, Gas Pumps and Car Wash

DATE: July 29, 2022

The Bowie Advisory Planning Board (BAPB) met on Tuesday, July 26th, to review Detailed Site Plan #DSP-22016 for a Dash In convenience store. The DSP is a redevelopment proposal that includes a 4,500 square foot convenience store, gas station and car wash to replace the existing 5,641 square foot Applebee's restaurant. The subject property contains approximately 1.68 acres and is zoned Town Activity Center-Edge (TAC-E). The location of the proposed redevelopment is in the northwestern quadrant of US 301 and Heritage Boulevard in the Bowie Gateway Center development.

Presentations

Mr. Joe Meinert, City Planning Director, noted that the Planning Department's name was recently changed to the Department of Planning and Sustainability. He then reviewed the staff report and stated that the application meets all the applicable requirements and staff recommends approval with five conditions, some of which relate to consistency within the plan's information and several others that are based in the City's Development Review Guidelines.

Attorney Daniel Lynch reviewed a Powerpoint presentation that included some background information about the site developer, the Wills Group, and their work in the community. Mr. Lynch stated that the company operates a total of 53 sites in Prince George's County. Mr. Lynch showed some examples of properties with similar projects that have been built by the Wills Group. He further discussed the site plan, landscaping buffers and building architecture. Mr. David Neiss of The Wills Group further elaborated on the company's philanthropic efforts.

Questions by BAPB Members

Questions by BAPB members included:

- Will the existing Applebee's restaurant be razed? (A: Yes, the building will be razed to make way for the redevelopment.)
- Does the developer accept the staff conditions? (A: Yes, the developer accepts all the conditions listed in the staff report.)
- With there being six other gas stations and four car washes within a half mile of the site, are you sure this project will be necessary and will succeed? Is this the kind of

MAYOR Timothy J. Adams

MAYOR PRO TEM Adrian Boafu

COUNCIL Michael P. Esteve • Henri Gardner • Ingrid S. Harrison • Roxy Ndebumadu • Dufour Woolfley **CITY MANAGER** Alfred D. Lott
City Hall (301) 262-6200 FAX (301) 809-2302 TDD (301) 262-5013 WEB www.cityofbowie.org

development the County wants in its activity centers? (A: The developer conducted a full market study and is convinced this is a good location for their facility. The TAC-E zoning exists in all the activity centers throughout the County, and gas stations, convenience stores and car washes are permitted uses in that zone, as well as the former Commercial Miscellaneous (C-M) zoning that the site is being developed under.)

- What are you doing for the community? What is being done for sustainability? How many stations do you have in the region? (A: The Wills Group and the Wills family have been very active in community philanthropy in Maryland. There is a strong culture within the company, including giving staff members days off to volunteer in the community several days per month. They support many organizations, including Safe and Healthy Homes, Maryland Food Bank, efforts to end child hunger, golf tournaments. The company donated \$1 million to food banks in Maryland during the COVID pandemic. With regard to sustainability, they are looking at each site individually for what will work. For example, EV charging stations make more sense for sites closer to I-95 vs. neighborhood stations, where many owners of electric vehicles charge them at home. There are 250 stations operated by the Wills Group in the region.)
- What is your approach to diversity and inclusion? (A: They are building this philosophy into their culture. They have a Diversity, Equity and Inclusion Officer. The company has changed the way it does business over the past five years.)
- Since many of your philanthropic efforts are related to food donations, what would you do in a community like Bowie, that may not have this need? (A: The company leadership and committee vets out the possibilities and typically engages with 3-4 organizations per year. They are open to any suggestions.)

Public Hearing

No one was present for the public hearing.

BAPB Motion

Mr. Carl Schuettler moved to recommend **APPROVAL** of Detailed Site Plan #22016, with the five conditions recommended by staff. Mr. Ron Skotz seconded the motion. In response to the applicant's statements about their philanthropy efforts, the BAPB asked the applicant to provide documentation and evidence of their involvement and typical programs to the City Council.



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM
City Manager

SUBJECT: Detailed Site Plan #22016
Dash In Convenience Store, Gas Pumps and Car Wash

DATE: September 1, 2022

I. Background and Proposal

Dash In Food Stores, Inc. has filed an application for Detailed Site Plan approval under the prior Commercial Miscellaneous (C-M) zoning for the 1.68-acre property. The property is in the northwest corner of US 301 and Heritage Boulevard (see Attachment #1). The redevelopment proposal includes a 4,500 square foot convenience store, gas station and car wash to replace the existing 5,641 square foot Applebee's restaurant (see Attachment #2). The current zoning is Town Activity Center-Edge (TAC-E). The new County Zoning Ordinance, which will become effective on April 1, 2022, will permit a convenience store, gas pumps and car wash in the Town Activity Center-Edge (TAC-E) zone as a matter of right.

In 1975, the District Council changed the zoning on the property from R-R (Rural Residential) to C-M (Commercial-Miscellaneous) as part of the former International Renaissance Center (IRC) (a.k.a. the "City of Capitals" subdivision). The general purpose of the C-M Zone is to provide locations for concentrations of miscellaneous commercial uses; these locations should be on nonresidential streets. The C-M Zone generally allows varied retail uses, including office and highway-oriented uses. In addition to zoning use restrictions, the property was made subject to a Conceptual Site Plan (#CSP-78080) which illustrates the types of uses and general building locations. Submission of a Conceptual Site Plan was required by the District Council as part of the Sectional Map Amendment (SMA) zoning approval in 1975. The original Conceptual Site Plan, showing the subject property as a non-fast food restaurant use, was approved by the County Planning Board in July 1979 (see Attachment #3).

After the Conceptual Site Plan approval, several Detailed Site Plans for various buildings within the center were approved. On November 18, 1993, the Planning Board approved DSP-93047/01 for a three-story bank building and a one-story restaurant (Ground Round) to be located on Lot 1, Block E of the City of Capitals. DSP-93047/04 was approved to accommodate the development of an Applebee's restaurant in lieu of the Ground Round on the subject property. On October 30, 1996, Lot 1 was resubdivided into Lots 8 and 9. This proposal involves Lot 8.

In February 2022, a revision to the Conceptual Site Plan was approved by M-NCPPC staff, substituting the proposed use for the restaurant use on Lot 8.

MAYOR Timothy J. Adams

MAYOR PRO TEM Adrian Boafu

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The 2006 Bowie and Vicinity Master Plan created the Bowie Regional Center, which includes Melford, the Bowie Town Center and the Bowie Gateway Center. In the Bowie Gateway Center, the Master Plan suggests, in the short term, “infill and small-scale redevelopment of existing areas” could occur. The Approved 2022 Bowie, Mitchellville and Vicinity Area Master Plan included a specific policy for Economic Prosperity, as follows: EP 4.2 Construct infill retail, service, and eating and drinking options as Bowie Local Town Center develops or redevelops.

A Statement of Justification was submitted for this application (see Attachment #4).

II. Stakeholders Meeting

On July 13th, Planning staff conducted a virtual Stakeholders Meeting for Detailed Site Plan #22016. A total of 16 people attended the meeting. Stakeholder questions were focused on access to the site, walkability, traffic impacts, the need for environmentally sensitive development (including use of renewable energy and 100% native plant species) and the need to provide electric vehicle (EV) charging stations. There were many comments from Stakeholders who were opposed to the City losing a sit-down restaurant and gaining only another gas station.

III. Analysis of Detailed Site Plan #22016

Section 27-285(b)(1) of the County Zoning Ordinance requires that the following finding be made for a Detailed Site Plan to be approved by the County Planning Board:

The Planning Board may approve a Detailed Site Plan if it finds that the Plan represents a most reasonable alternative for site design guidelines without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. If it cannot make this finding, the Planning Board may disapprove the Plan.

Site design guidelines include parking, loading and circulation; lighting; grading; service areas; and, architecture. The DSP may be approved since it will represent a reasonable alternative without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Staff finds the proposed development will enhance the utility of the specific site and the entire Bowie Gateway Center. Additionally, the use is permitted by right.

A review of DSP #22016 in relation the City’s Development Review Guidelines resulted in one item needing to be addressed. The City’s guidelines for commercial development include:

2.1 In commercial and public uses, entrance and exit doors should be equipped with a mechanical door opening device, preferably the overhead door sensory device, such as those typically found in grocery stores.

To comply with the City’s guideline, a note should be added to the Detailed Site Plan requiring the entrance and exit doors to be equipped with mechanical door opening devices.

Additionally, staff identified several corrections and changes necessary to address the finding for Detailed Site Plan approval:

1. General Note 4 says the Fuel Facility will have seven multi-product dispensers. The Plan shows only six. The site plan and elevation drawings should be revised to be consistent.

2. As an added measure of safety to prevent trucks backing into the fire hydrant, bollards should be installed in front of the fire hydrant next to the dumpster enclosure area.
3. The parking spaces shown do not match the dimensions identified in Standard Note 6 E. 9.5' x 19'. Some spaces are shown at 10' x 19' and others are shown at 10' x 17'. The Detailed Site Plan should be revised to correct this discrepancy and meet the minimum size standards for parking spaces.
4. Of the total of 29 shade trees, only 51% are native. All shade trees should be native species. Likewise, only 70% of the 230 shrubs are native. All shrubs should be native species or an acceptable justification provided for not using native tree species.

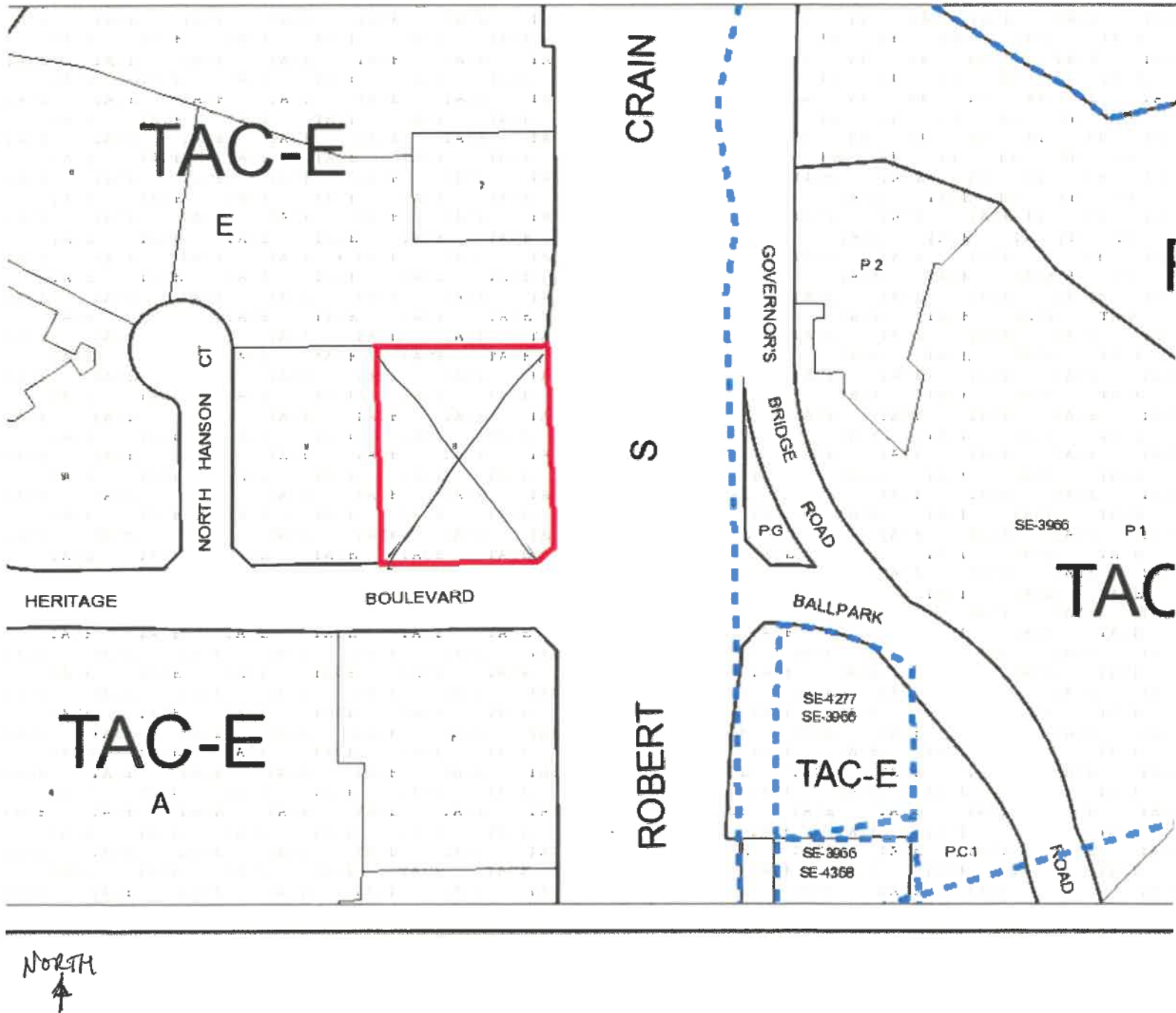
IV. Outstanding Issues

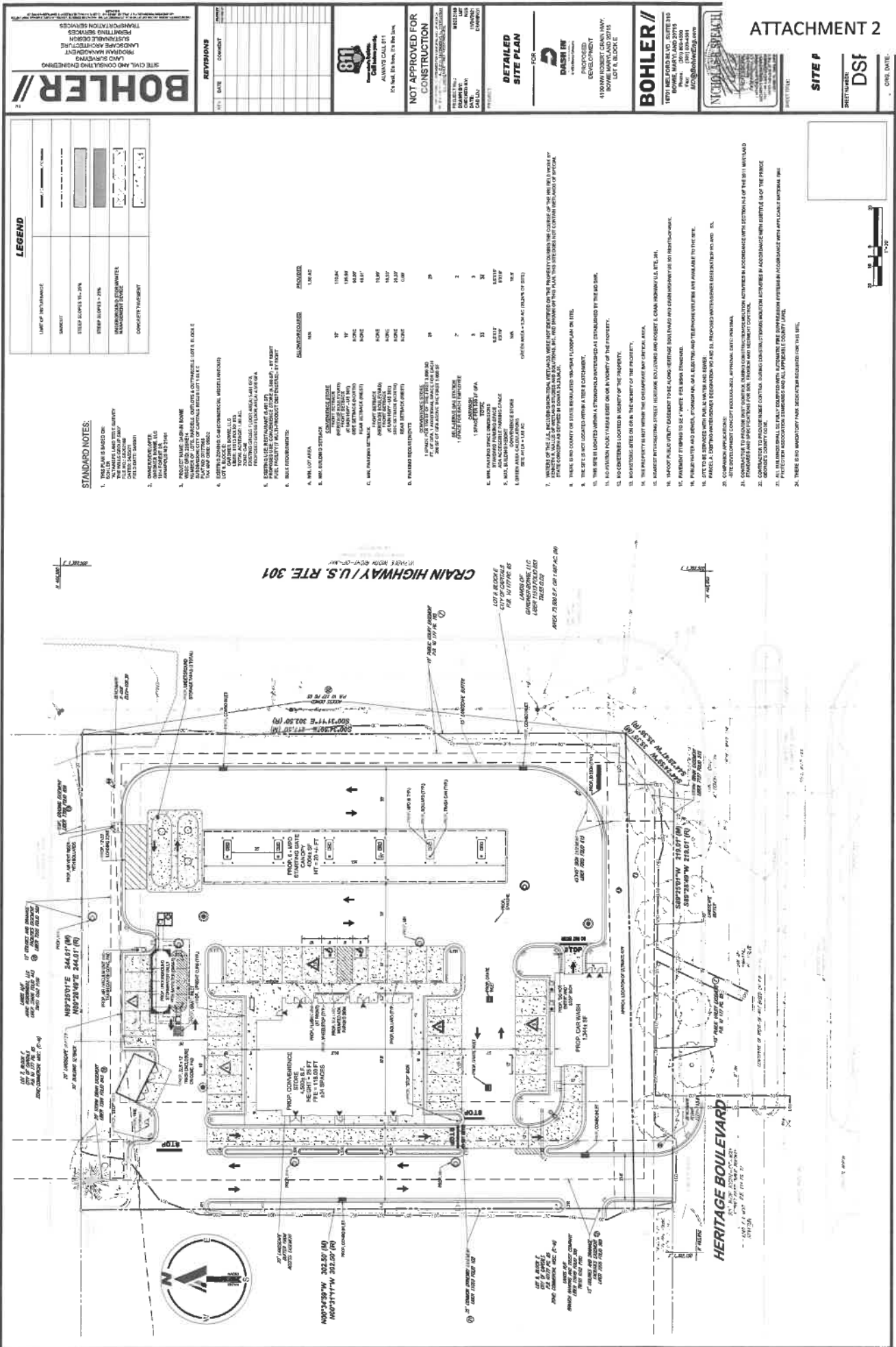
None

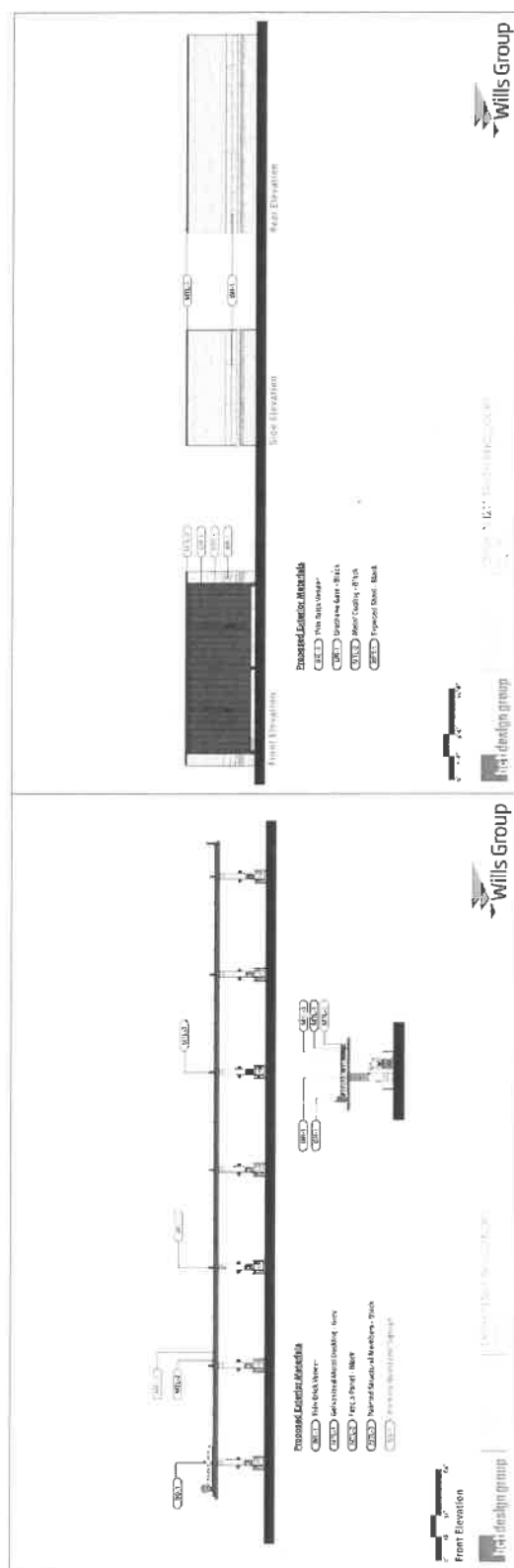
V. Recommendation

With the conditions set forth below, staff finds the Detailed Site Plan proposed for Dash In site will meet the findings for approval set forth in Section 27-285(b). Specifically, the proposed Detailed Site Plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Therefore, staff recommends **APPROVAL** of Detailed Site Plan #22016 with the following conditions, which are intended to improve the site design and address conformance with the County Zoning Ordinance and City Development Review Guidelines:

1. The Detailed Site Plan and elevation drawings shall be revised to make the number of multi-product fuel dispensers consistent with each other.
2. Bollards shall be installed in front of the fire hydrant next to the dumpster enclosure area as an added measure of safety to prevent trucks backing into the fire hydrant.
3. The Detailed Site Plan should be revised to correct the discrepancy in parking space sizes and meet minimum size standards.
4. All shade trees and shrubs shall be native species.
5. All entrance and exit doors shall be equipped with mechanical door opening devices, preferably the overhead door sensory device, such as those typically found in grocery stores.





[illegible]

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CHUCKER A/V:	YES
RATE:	11640521
CALL ID:	

**DETAILED
SITE PLAN**

DASH IN
 100% Recycled Paper
 100% Recycled Ink

**PROPOSED
 DEVELOPMENT**

4150 NW ROBERT CRAN HWY,
 BOYNE MARLYN AND 20716
 LOT 1, BLOCK E

BOHLER //
16701 WILFORD BLVD., SUITE 310
BOWIE, MARYLAND 20745
Phone: (201) 993-4150
Fax: (201) 993-4151
MD@BohlerEng.com

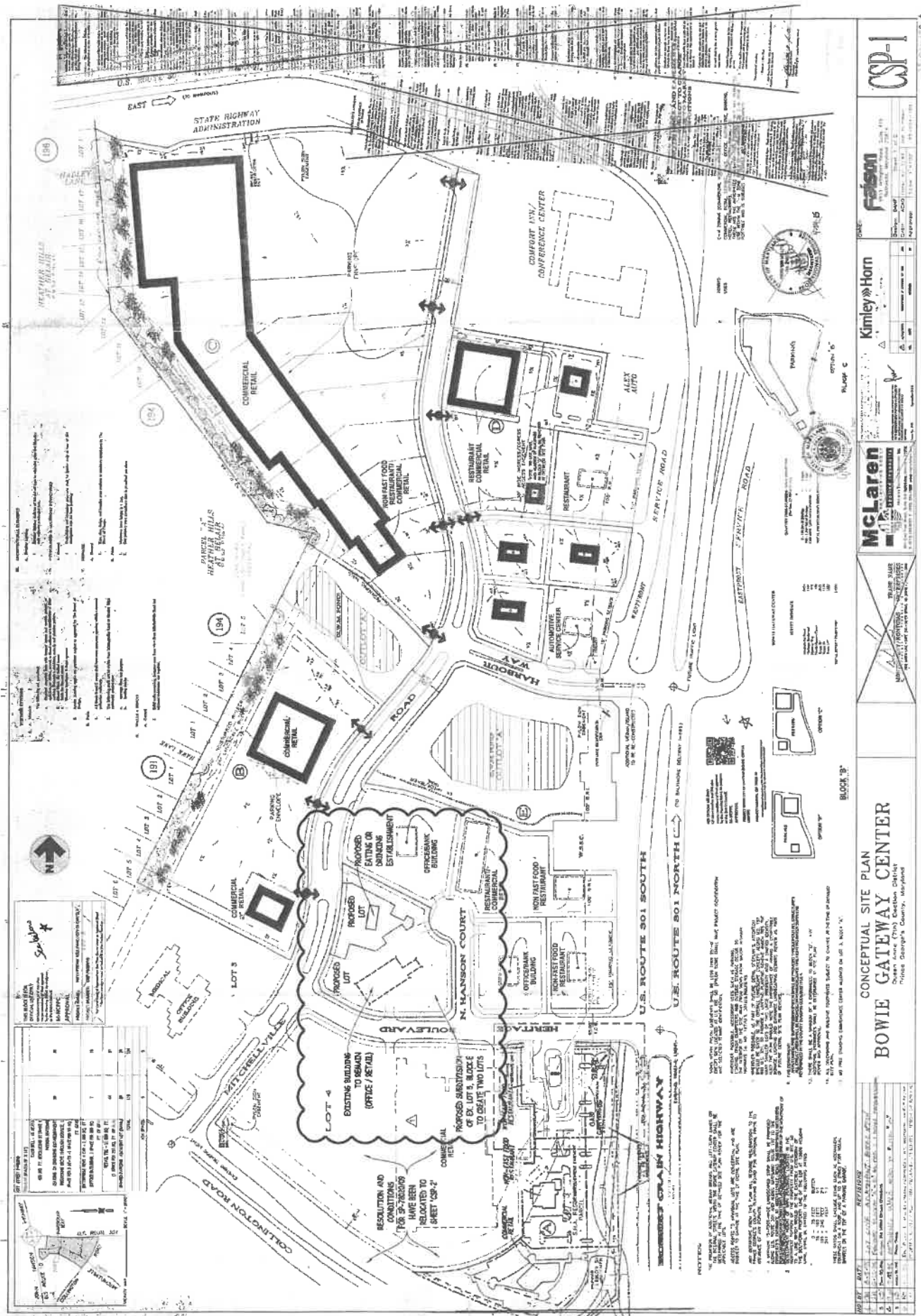
NOTHING BUT SPEECH

ELEVATIONS

DSP-16

ORG. DATE - 1/24/2021

BOHLER // SITE CIVIL AND CONSULTING ENGINEERING
LAND DEVELOPMENT
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
SUSTAINABLE DESIGN
PRINTING SERVICES
TRANSPORTATION SERVICES



**STATEMENT OF JUSTIFICATION
DSP-22016
DASH-IN BOWIE**

APPLICANT: Dash In Food Stores, Inc.
P.O. Box 2810
LaPlata, Maryland 20646

CORRESPONDENT: Daniel F. Lynch, Esq
McNamee Hosea
6411 Ivy Lane, Suite 200
Greenbelt, Maryland 20770
(301) 441-2420 Voice
(301) 982-9450 Fax
dlynch@mhlawyers.com

REQUEST: Detailed Site Plan pursuant to Section 27-285(b) of the Zoning Ordinance.

I. DESCRIPTION OF PROPERTY

1. Address – 4100 Crain Highway, Bowie, Maryland 20716
2. Use - Retail Sale of Gasoline, Car Wash and Food and Beverage Store
3. Incorporated Area - N/A
4. Council District – 7th
5. Lots – Lot 8, Block E
6. Total Area – 1.68 Acres
7. Tax Map – Map 55/Grid D2
8. Location – Located on the north side of Heritage Boulevard at its intersection with US 301.
9. Zoned: TAC-E
11. Owner – Gardner Bowie, LLC
12. Zoning Map – 206NE14

II. APPLICANT'S PROPOSAL

The applicant, Dash-In Food Stores, Inc. is requesting the approval of a Detailed Site Plan for that property located at 4100 Crain Highway, Bowie, Maryland (the "Subject Property") in conformance with the criteria set forth in Section 27-285(b) of the Zoning Ordinance. The applicant is proposing construct a gas station, food and beverage store and car wash on the Subject Property. Although the property has been rezoned to TAC-E, the applicant is making this application in accordance with the C-M Zone pursuant to the transition provisions contained in the Zoning Ordinance.

III. DEVELOPMENT HISTORY

The City of Capital property, commonly known as Bowie Gateway Center was originally rezoned from the R-R Zone to the C-M Zone by the Prince George's County Council in 1975 as part of the Bowie-Collington Sectional Map Amendment (CR-108-1975, Amendment 14). The conditions of the rezoning required the approval of Comprehensive Site Plan, which would include a conceptual development plan for the entire property, by the Planning Board. On July 26, 1979, the Planning Board approved a development concept plan, CSP-7808/01 (entitled "Comprehensive Design Plan") as part of the "Comprehensive Site Plan" for the City of Capital. The development site plan approval required that prior to the development of any portion of the site, a Detailed Site Plan for that portion be approved by the Planning Board. The approved development concept plan, along with the Detailed Site Plans for individual lots, would constitute the "Comprehensive Site Plan" required by Amendment 14 of CR-108-1975.

Subsequent to this approval, a number of Detailed Site Plans for various buildings within the center have been approved, the most recent of which, DSP-91016/02 was approved for a bank (NFCU) in 2016. In addition, a number of amendments to the Conceptual Site Plan have been approved for the center and the most recent was CSP-78020/12 to allow an eating and drinking establishment with drive-through service.

On November 18, 1993 the Planning Board approved DSP-93047/01 for a three story bank building and one story restaurant (Ground Round) to be located on Lot 1, Block E of the City of Capitals. DSP-93047/04 was approved to accommodate the development of an Applebee's restaurant for the Ground Round on the subject property. On October 30, 1996 a plat was approved which resubdivided Lot 1 into Lots 8 and 9. The proposed Dash In will be located on Lot 8 which is developed with an Applebee's restaurant. CSP-78020/11 was approved

IV. COMMUNITY

The subject property is located on the north side of Heritage Boulevard at its intersection with US 301. The property is located in the Bowie Regional Center as designated in the *2005 Master Plan and Sectional Map Amendment for Bowie and Vicinity*. The property is surrounded by the following uses:

North: Medical office building in the C-M Zone.

South: Vacant building in the C-M Zone

East: US 301 and across US 301 retail commercial uses (Home Depot and AutoZone) in the C-M Zone.

West: Bank in the C-M Zone.

V. CRITERIA FOR APPROVAL

The criteria for approval of a Detailed Site Plan are set forth in Section 27-285(b) and the Site Design Guidelines are set forth in Section 27-274.

Section 27-285

(b) Required findings.

- (1) The plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use;

Comment: This Detailed Site Plan represents a reasonable alternative for satisfying the site design guidelines. The plan does not require unreasonable costs nor does it detract substantially from the utility of the proposed development for its intended use as a gas station and food and beverage store. The site design guidelines are found in section 27-274 of the Zoning Ordinance.

Section 27-274 Design Guidelines

(1) General.

- (A) The Plan should promote the purposes of the Detailed Site Plan.

Comment: The purposes of the Detailed Site Plan are found in Section 27-281 (b) & (c).

Section 27-281. Purposes of Detailed Site Plans.

(b) General purposes.

- (1) The general purposes of Detailed Site Plans are:

(A) To provide for development in accordance with the principles for the orderly, planned, efficient and economical development contained in the General Plan, Master Plan, or other approved plan;

- (B) To help fulfill the purposes of the zone in which the land is located;

(C) To provide for development in accordance with the site design guidelines established in this division; and

(D) To provide approval procedures that are easy to understand and consistent for all types of Detailed Site Plans.

(c) Specific purposes.

(1) The specific purposes of Detailed Site Plans are:

(A) To show the specific location and delimitation of buildings and structures , parking facilities, streets, green areas, and other physical features and land uses proposed for the site;

(B) To show specific grading, planting, sediment control, tree preservation, and storm water management features proposed for the site;

(C) To locate and describe the specific recreation facilities proposed, architectural form of buildings, and street furniture (such as lamps, signs, and benches) proposed for the site; and

(D) To describe any maintenance agreements, covenants, or construction contract documents that are necessary to assure that the Plan is implemented in accordance with the requirements of this Subtitle.

Comment: This Detailed Site Plan promotes the purposes of Detailed Site Plans. Specifically, this plan helps to fulfill the purposes of the C-M Zone in which the subject land is located. A gas station, car wash and food and beverage store are permitted uses in the C-M Zone. The plan gives an illustration as to the approximate location and delineation of the building, its parking, streets, green areas, and other similar physical features and land uses proposed for the site.

In addition to the purposes set forth in Section 27-281, Section 27-274 further requires the Applicant to demonstrate the following:

(2) Parking, loading, and circulation.

(A) Surface parking lots should be located and designed to provide safe and efficient vehicular and pedestrian circulation within the site, while minimizing the visual impact of cars. Parking spaces should be located to provide convenient access to major destination points on the site.

(B) Loading areas should be visually unobtrusive and located to minimize conflicts with vehicles or pedestrians.

(C) Vehicular and pedestrian circulation on a site should be safe, efficient, and convenient for both pedestrians and drivers.

Comment: This Detailed Site Plan demonstrates conformance with this Design Guideline. The plan shows that a majority of proposed parking spaces associated with the gas station and food and beverage store are perpendicular to the sidewalk located on the north, south and east sides the food and beverage store. There are also 5 parking spaces located along the northern property line and 6 parking spaces located on the north side of the car wash. In addition there are generous drive aisles provided to help the safe circulation of vehicles. The applicant believes that this layout will prevent any conflicts between vehicles and pedestrians on the Subject Property.

(3) Lighting.

- (A) For uses permitting nighttime activities, adequate illumination should be provided. Light fixtures should enhance the design character.

Comment: This plan complies with the design guidelines outlined in sub-part (3). Adequate lighting will be provided to illuminate entrances and parking areas throughout the site. Lighting Details are shown on the photometric plan.

(4) Views.

- (A) Site design techniques should be used to preserve, create, or emphasize scenic views from public areas.

Comment: This Detailed Site Plan complies with the design guidelines outlined in sub-part (4) and the plan is designed to preserve, create, or emphasize views from the public roads that surround the property. The applicant is providing a 15-foot wide landscape strip along the US 301 frontage in compliance with the approved CSP and a 4.2 landscape strips located along the Heritage Boulevard frontage. The applicant believes that these landscape strips will enhance the views of this property from travelers along US 301 and Heritage Boulevard.

(5) Green Area.

- (A) On site green area should be designed to complement other site activity areas and should be appropriate in size, shape, location, and design to fulfill its intended use.

Comment: The Detailed Site Plan notes that the site will comply with the green space requirements and the Tree Canopy Coverage requirements.

(6) Site and streetscape amenities.

- (A) Site and streetscape amenities should contribute to an attractive, coordinated development and should enhance the use and enjoyment of the site.

Comment: As indicated above, the applicant is proposing to install a 15-foot landscape strip along the US 301 frontage and a 4.2 Landscape Strip along the Heritage Boulevard frontage. The Landscape Plan also provides for compliance with Section 4.3 of the Landscape Manual. Given the size of the property and the nature of the use, the applicant is not proposing any other streetscape amenities.

(7) Grading.

(A) Grading should be performed to minimize disruption to existing topography and other natural and cultural resources on the site and on adjacent sites. To the extent practicable, grading should minimize environmental impacts.

Comment: The site is currently developed with an eating and drinking establishment and the applicant is proposing a minimal amount of additional grading as part of this redevelopment proposal.

(8) Service Areas.

(A) Service areas should be accessible, but unobtrusive.

Comment: The proposed loading space located on the north side of the property and complies with 4.4 of the Landscape Manual. The trash and recycling area will be surrounded by landscaped screening.

(9) Public Spaces.

(A) A public space system should be provided to enhance a large-scale commercial, mixed use, or multifamily development.

Comment: The applicant is not proposing to provide public space as part of this amendment.

(10) Architecture.

(A) When architectural considerations are referenced for review, the Conceptual Site Plan should include a statement as to how the architecture of the buildings will provide a variety of building forms, with unified, harmonious use of materials and styles.

(B) The guidelines shall only be used in keeping with the character and purpose of the proposed type of development and the specific zone in which it is to be located.

(C) These guidelines may be modified in accordance with section 27-277.

Comment: This Detailed Site Plan complies with the design guidelines outlined in sub-part (10). As stated earlier, this Detailed Site Plan provides the front, rear and side exterior elevations of the proposed building. This Detailed Site Plan also provides the building materials, such as the brick veneer, glass, steel and aluminum that will be used for the proposed building. Generally speaking, the proposed architecture of the food and beverage store and car wash represents the newest prototype Dash-In building and the applicant intends to implement this design and associated branding on all future sites in Prince George's County as well other jurisdictions in this region.

With regard to the proposed signage for the site, the Detailed Site Plan contains a compliance chart demonstrating that the building mounted signage and freestanding signage complies with the standards for the C-M Zone.

In addition to the requirements outlined in Section 27-274, Section 27-285 further requires that the Applicant demonstrate the following:

(2) The Planning Board shall also find that the Detailed Site Plan is in general conformance with the approved Conceptual Site Plan (if one was required);

Comment: The DSP has been design in accordance with the underlying conditions of approval of CSP-78012, as amended.

(3) The Planning Board may approve a Detailed Site Plan for Infrastructure if it finds that the plan satisfies the site design guidelines as contained in Section 27-274, prevents offsite property damage, and prevents environmental degradation to safeguard the public's health, safety, welfare, and economic well-being for grading, reforestation, woodland conservation, drainage, erosion, and pollution discharge.

Comment: Not applicable.

VI. PRIOR APPROVALS

The prior approvals are set forth in Section III above. The two prior approvals that are relevant to this application are CSP-78020/02, CSP-78020/11 and 4-95119. First, CSP-78020/11 was approved by the Planning Director for the purpose on amending the use on the subject property to reflect a gas station, car wash and food and beverage store. CSP-78020/02 was approved by the Planning Board on September 10, 1982 subject to 5 conditions. Each relevant condition is listed in below, followed by comment.

4. Development of individual lots along US 301 and MD 192 shall provide consistent landscaping/berming within the 15-foot wide landscape strip along US 301 and MD 197 to tie the individual development into a coherent identity.

Comment: The Landscape Plan submitted in conjunction with the DSP set shows the 15 foot wide landscape strip. The landscape strip is consistent with other property with frontage on US 301 and MD 197.

5. The design of signs, lighting and entrance features on individual lots shall be carefully coordinated throughout the entire center to ensure the compatibility among these elements and to enhance the overall development character and appearance. National logos shall not be prohibited. Monumental signs for the center (not for individual businesses) shall be permitted at the locations shown on the subject plan.

Comment: The detailed site plan demonstrates conformance with this condition. Sheet 8 of the plan set contains the detail sheet for the site. The applicant is not proposing and entrance feature for the site and the monumental sign for the center is not located on the subject property.

4-95119 was approved by the Planning Board on December 21, 1995 subject to 2 conditions. The relevant condition is as follows, subject to comment:

2. No building permits for any development located on Lots 8 and 9, Block E of the City of Capitals shall be issued in excess of 60,651 square feet of gross floor area of C-M development in accordance with the following caps for the individual lots:

Lot 8, Block E 32,899 square feet
Lot 9, Block E 27,752 square feet

Comment: This detailed site plan is proposing 5,844 square feet of development on Lot 8 and therefore conforms to the approved preliminary plan.

VI. CONCLUSION

The applicant respectfully submits that all of the criteria for approving a Detailed Site Plan have been met and on behalf of Dash-In Food Stores, Inc, requests the approval of this application.

Respectfully submitted,

McNAMEE HOSEA

A handwritten signature in dark ink, appearing to read 'Daniel F. Lynch', is written over the printed name 'McNAMEE HOSEA'.

Daniel F. Lynch



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Rules and Regulations of City Boards, Commissions, and Committees
Resolution R-50-22

DATE: 10/13/2022

At the City Council Meeting on October 3, 2022, Council reviewed Resolution R-50-22 and requested that the requirement of Council interviewing committee applicants be added back into the resolution. The attached Resolution R-50-22, as amended, has been revised to include that procedure.

ATTACHMENTS: 1. 20221017 - Resolution R-50-22

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AMENDING RESOLUTION R-16-01 “RULES AND REGULATIONS OF CITY
BOARDS, COMMISSIONS AND COMMITTEES”

WHEREAS, the Council of Bowie, Maryland has adopted Rules and Regulations for City Committees, which clarify policies concerning membership, tenure, meetings, and other procedures; and

WHEREAS, the City Council finds it to be in the best interests of the City to amend and update these Rules and Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland that Rules and Regulations of City Boards, Commissions and Committees are hereby amended to read as follows:

1. Definitions

(a) Alternate Member - A member appointed by the City Council who only has voting rights and full membership status when filling in for a regular Board, Commission or Committee member on an as-needed basis.

(b) City Board or Commission - A board or commission established by City Charter, City Code or Ordinance that has adjudicative or quasi-judicial public hearing responsibilities.

(c) City Committee - A committee established by Resolution of the City Council for an indefinite period with a broad public purpose.

(d) Member - A voting member holding full membership status on a Board, Commission or Committee appointed by the City Council.

(e) Council Liaison - A member of the City Council appointed to a specific Board, Commission or Committee who serves as a link between the entity and the Council.

(f) Staff Liaison - A member of the City staff appointed by the City Manager or his or her designee to serve as a link between a Board, Commission or Committee and staff.

(g) Task Force - A committee established by Resolution of the City Council for a fixed period with a specific purpose.

(h) Unexcused Absence - An absence about which a member does not notify the Chairperson, or Staff Liaison in advance of the meeting that he or she will be unable to attend the meeting.

(i) Youth Member – A voting member appointed by City Council who is eighteen years old or younger holding full membership status on a Board, Commission or Committee.

2. Scope

(a) A City Board, Commission or Committee is subject to the Rules and Regulations of this Resolution unless otherwise provided by Ordinance, Resolution or City Charter.

(b) A City Task Force is not subject to the Rules and Regulations of this Resolution and shall have its rules and regulations established as part of the Resolution that establishes it.

3. Memberships and Tenure

(a) All voting members appointed by the Council shall be residents or taxpayers of the City of Bowie, except that the City Council reserves the right to make a Board, Commission or Committee appointment that may not comply with the provisions of this Resolution due to the unique requirements of the subject committee.

(b) The City Council shall make appointments to Boards, Commissions or Committees for two-year terms, commencing on July 1st or the date of appointment, unless otherwise provided, or until removal by the Council, or at the time of the Board, Commission or Committee's dissolution. If a vacancy is being filled, the appointed member's first term may be less than two years, but subsequent reappointments will be for a full two-year term.

(c) Reappointments will be reviewed and approved by the City Council at the first City Council meeting in July.

(d) The Board, Commission or Committee Chairperson shall be determined by majority vote of the members. Voting for Chairpersons shall occur on a biennial basis at the first meeting of the calendar year in even numbered years or upon the creation of a vacancy in the Chairperson position.

(e) The members may, by majority vote, elect a Vice Chairperson, a Secretary, and any other officers deemed necessary.

(f) Members no longer wishing to serve must notify the Council, through the City Clerk, in writing. They may continue to serve until their replacement is appointed or may resign immediately or effective on a certain date.

(g) When the City Clerk has been notified by a Chairperson that a member has had three Unexcused Absences within a calendar year and/or has not been participating in the activities of the group, the City Clerk, at the direction of the Council, shall send a letter to such member removing such member. Members receiving a letter removing them from a Board, Commission or Committee must petition the City Council to reapply for membership.

(h) Every sub-committee must contain one or more members of the parent Committee.

(i) The Council may appoint Alternate Members to each Board, Commission or Committee. Alternate Members are appointed for two-year terms and are eligible for reappointment. The Chairperson of the Board, Commission or Committee, in the event of the absence of a Member, shall appoint any Council designated Alternate Member as a substitute for the absent member. The Chairperson shall determine the length of time during which an Alternate Member may substitute for a regular member.

(j) Upon the occurrence of a vacancy on a Board, Commission or Committee, the Council shall appoint a new member as qualified under Section 3(a) to fill the unexpired term.

(k) The Council may remove a member from a Board, Commission or Committee at any time for appropriate reasons as determined by the Council.

(l) Each Board, Commission and Committee will have a Council Liaison appointed by the Council and a Staff Liaison appointed by the City Manager. Council Liaisons should regularly attend the monthly meetings of the Board, Commission or Committee for which they are responsible.

(m) Vacancy in an office of a Board, Commission or Committee will be filled by majority vote of the Members.

(n) No person shall hold full membership status on more than two Boards, Commissions or Committees. No person shall be Chairperson of more than one Board, Commission or Committee.

(o) Each Board, Commission or Committee (except for the Board of Personnel Appeals, the Advisory Planning Board, the Board of Elections, and the Ethics Commission) may have a position for a Youth Member who shall have full member status, including voting rights.

(p) Chairpersons shall meet with City Council as needed to review projects/tasks/assignments. The Chairperson shall first meet with the Staff Liaison and Council Liaison and then may choose to brief the City Council at a City Council Meeting. This briefing should be coordinated between the Staff Liaison and the City Clerk. The City Manager will be kept informed.

4. Organization

(a) Agendas shall be provided by the Chairpersons and distributed by the Staff Liaison for all Board, Commission and Committee meetings.

(b) Agendas shall be distributed by the Staff Liaison to members at least one week prior to a Board, Commission or Committee meeting, and posted on the City website at least 72 hours in advance of the meeting.

(c) No administrative services will be provided by City staff unless otherwise authorized by the Council.

(d) Periodic reports shall be submitted to the Council at the request of the City Council or at the discretion of the Chairperson. These briefings/reports should be coordinated between the Staff Liaison and the City Clerk. The City Manager will be kept informed.

(e) Minutes shall be taken at each meeting by the Secretary or a substitute. Minutes shall include attendance records. The minutes shall be submitted to the Staff Liaison for distribution to members and the City Clerk. The City Clerk will maintain a record of all Board, Commission or Committee minutes and be responsible for distribution to the City Council upon request. All recommendations of the Board, Commission, or Committee shall be forwarded separately to the Council via the City Clerk.

(f) The members of the Board, Commission and Committee shall serve without compensation.

(g) Boards, Commissions and Committees must advertise their meetings and meetings must be open to the public unless authorized by State Law to be closed. Staff

liaisons working with the City Clerk shall ensure that advertising requirements are met.

5. Public Relations

(a) Board, Commissions and Committees must obtain permission from the Council before testifying at public hearings before other public agencies.

(b) News releases must be approved by a majority vote of the Board, Commission or Committee and submitted through the Staff Liaison to the City Manager for approval before public release.

(c) The Staff Liaison should work with the Communications Department for any communications related items.

6. City Staff Procedures

(a) As applications for membership are received, the City Clerk will confirm that the applicant has attended a recent meeting of the Board, Commission or Committee and shall request a recommendation from the Chairperson and Staff Liaison on behalf of the entity as to whether the applicant should be appointed. An interview will then be scheduled for the applicant with City Council.

(b) Prior to the interview, applicant information and Chairperson and Staff Liaison recommendations will be given to the City Council by the City Clerk and orientation materials will be given to the applicant. If Council concurs on the appointment, Council will appoint and swear in members at the following City Council Meeting.

(c) The Chairperson shall be notified of the appointment of new members before the swearing in date.

(d) Staff Liaisons or a staff substitute shall attend all regularly scheduled Board, Commission or Committee meetings but are not required to attend subcommittee meetings unless specially requested by the Chairperson on a case-by-case basis.

7. Meetings

(a) Boards, Commissions and Committees will meet on an as needed basis. A meeting schedule shall be filed by the Staff Liaison with the City Clerk.

(b) Special meetings shall be called by the Chairperson of the Board, Commission or Committee whenever deemed necessary.

8. By-Laws

(a) The Board, Commission or Committee may adopt, subject to approval of the City Council, by-laws and amendments thereto relating to its rules of operation and the conduct of its meetings.

9. Supplies and Services

(a) The City Manager shall obtain for the Board, Commission or Committee all services and supplies as the entity shall direct, within the limits of the entity's appropriated funds and such other services and funds as shall be authorized by the City Council.

10. Records

(a) A Board, Commission or Committee shall keep records of its official actions, minutes, reports, and attendance, which records shall be retained by the City Clerk for reference by the City Council.

11. Conflict With the City Charter, City Ordinances, or the City Code

(a) Where the City Charter, City Ordinances or the City Code set forth different or more specific rules and regulations with respect to a specific Board, Commission or Committee that may conflict with the provisions of this Resolution, the City Charter, City Ordinance or City Code shall govern.

12. Non-Discrimination

(a) The City does not discriminate against any person because of race, national origin, or ethnicity, sex, pregnancy, gender identity, family status, religion, or disability.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on _____, 20__.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Conditional Approval of Category 2 Designation and Water Service Connection at
13314 Forest Drive
Resolution R-54-22

DATE: 10/13/2022

On behalf of the property owner, Capitol Development Design Inc. applied for a water service connection to the City's water system on August 4, 2022, for a proposed new property at 13314 Forest Drive, Bowie. This property is located within the City.

The City Department of Public Works has reviewed the application and recommends conditional approval of a Category 2 designation (area requiring offsite improvement in order to be adequately served) and water service connection for this property pending successful completion of all conditions set forth in design and construction. A copy of the Public Works engineering report is attached. Upon approval of a Category 2 designation, the City will reserve the required water capacity for a period of two years. During that time, the applicant will be responsible for all costs associated with design, permitting, construction, and inspection of the proposed City water connection.

The City Department of Planning and Community Development has verified that the proposed water category designation is consistent with the County Water/Sewer Plan.

I concur with the above recommendation and request your approval of Resolution R-54-22.

ATTACHMENTS:

1. 20221017 - 13314 Forest Drive Water Connection Engineering Report
2. 20221017 - Resolution R-54-22

MEMORANDUM

Date: 9/21/22

From: DPW

To: City Manager

Thru: DPCD

Subj: Application for Water Category 2 Designation and Water Service Connection – 13314 Forest Drive, Bowie

I concur with the enclosed report recommending conditional approval of Category 2 designation (area requiring an off-site improvement to be adequately served) and water service connection for the subject property pending successful completion of all conditions set forth in design and construction.

The applicant is aware that he will own responsibility for the design, permitting, construction and inspection of the required extension. The applicant will also be responsible for any costs for the construction and future maintenance for required improvements on that property.

City code requires:

- (1) Engineering review with recommendations. This memo meets that requirements.
- (2) Review by Planning Director to ensure consistency with City and County plans.
- (3) City Managers recommendation to Council for approval.
- (4) Hearing by Council (with minimum 10 days posted notice)

The Category 2 approval will reserved the required capacity for two years. That can be extended with resolution. Please note the demand related to this property is insignificant relative to the systems available capacity.

A draft memo to Council and a draft Council Resolution area enclosed.

Encl:

- (1) Engineering Report of 9/19/22, Assistant Director, Public Works
- (2) Draft Memo to Council
- (3) Draft Council Resolution

INTERNAL MEMORANDUM

TO: Jose Aldayuz, Director of Public Works

FROM: Hong Yin, Assistant Director of Public Works

DATE: 9/19/22

SUBJECT: Conditional Approval on the Water Category 2 Designation and water service connection application for the Property at 13314 Forest Drive, Bowie, MD 20715

This memorandum summarizes current review status on the application of the new water service connection for the property at 13314 Forest Drive, Bowie, MD 20715. It is recommended that the City issues conditional approval on a Water Category 2 designation and water service connection for this property.

The proposed property at 13314 Forest Drive, Bowie, is a new single family residential property to be constructed. Water service connection is requested to the City on 8/4/2022. Sewer service will be provided by onsite septic systems. The City Department of Public Works has performed administrative review on the water service connection application and recommends the City to issue a conditional approval on the Water Category 2 Designation and water service connection application for this property. The application package includes the following documents (See Appendix).

- a. Application Form
- b. Architectural Rendering
- c. Conceptual SWM Plan
- d. Deed
- e. Subdivision Record Plat
- f. Engineering Plans Showing Alignment of Proposed Facilities and Points of Connection to Existing Water System which has been found acceptable by the City Department of Public Works.

Following administrative review, these determinations have been made:

1. An estimated charge of \$5.79/day will be incurred on the property subsequent to its connection.
2. An additional load of 1,000 gallons/day is requested by the application.
3. The total load the system would service remains the same if application were approved.
4. Insignificant amount of system capacity will be utilized if the application were approved.
5. The effect of approving this connection is negligible in terms of possible future overloads of the system.
6. The proposed alignment for service connections is the most effective means of preserving trees, and other environmentally sensitive or historically significant land characteristics.
7. The proposed connection does not require an extension to the existing City water system.
8. The total load which the System would service leaves sufficient remaining capacity to accommodate public safety emergencies if the application were approved.

This applicant is also aware that he is required to meet the following conditions for final approval of the water service connection.

1. Pay all the cost associated with the needed water service connection of the system to his property, including technical review, inspection, construction, and bonds).
2. Submit final water service connection plan for the City's approval.
3. Complete the construction according to the plans and specifications acceptable to the City, subject to inspection during construction by the City and approval of construction when completed in conformity with said specifications or other applicable laws.

Appendices:

Appendix 1: Water Service Connection Application Package

APPLICATION
TO BE SUBMITTED IN
DUPLICATE

TO BE FILLED IN BY CITY
ADMINISTRATION

NO. _____

DATE: 8/4/2022

CITY OF BOWIE, MARYLAND

APPLICATION FOR CONNECTION AND/OR THE
EXTENSION OF BOWIE WATER AND SEWER SYSTEM

To: Bowie City Council
Bowie, Maryland

Application is hereby made by CARLOS ROBINSON & JANEEN ROBINSON
(Developer-Applicant)

of 2804 WELLINGBOROUGH CT. UPPER MARLBORO, MD 20774 for the property at
(mailing address and phone number)
13314 FOREST DR., BOWIE 20715
(Describe location)

Please provide the following information pertaining to this application. If additional space is required, please attach separate pages. If an item is not applicable to your particular application, please so state.

1. The estimated gallonage of sewage discharge per day. 1,000 Gallons
2. The estimated gallonage of water consumed per day. 1,000 Gallons
3. The statement of the quantities and characteristics of expected wastes.

FOOD & HUMAN WASTE

4. An accurate description of the location and size including an approved subdivision record plat of the property to be served.
(Please Attach)

5. Project name and description of project including:

a. If residential property

- i. Acreage 2.1191 Ac.
- ii. Types of units proposed Single Family Residential
- iii. Number of each type of unit 1

- iv. Minimum floor area for each type of unit 4,334 SQ.FT.
- v. Minimum sale/ rent value per unit \$650,000.00
- vi. Tree conservation plan in accordance with the County Woodland Conservation/ Tree preservation law or other applicable City ordinances. *(Please Attach)*.

b. If commercial, office, or industrial property: N/A

- i. Acreage _____
- ii. Type of buildings proposed _____
- iii. Number of each type of building _____
- iv. Number of floors in each building _____
- v. Total floor area _____
- vi. Minimum sale/rent value per square foot _____
- vii. Tree Conservation Plan in accordance with the County Woodland Conservation/Tree Preservation Law or other applicable City ordinances. *(Please Attach)*.
- viii. Specific proposed uses _____

6. Current and/or proposed zoning of the property to be served. R-E

7. An 8-1/2"x11" copy of the tax map on which the property appears with the property lines clearly delineated. *(Please Attach)*.

8. Architectural renderings. *(Please Attach)*.

9. Identification of the builders TIMBERLAKE BUILDERS

10. A designation of the water and sewer category requested in the application. _____

Category 1

- a. **Water and sewer category 1:** No request for category 1 designation shall be considered or approved unless the property proposed for service is located within the corporate limits of

the City and applicant has submitted the following items or information with the application.

- In process.*
Refer to Deed for B&D.
- N/A.*
- In process*
- Yes..*
- N/A*
- N/A*
- (Septic + WWC provided on site plan)*
- N/A.*
- i. Approved Preliminary Subdivision Plan or Comprehensive Design Plan (*Please Attach*).
 - ii. Approved Conceptual Site Plan (*Where Preliminary Subdivision Plans are not mandatory*).
 - iii. Approved Stormwater Management Concept Plan for the project. (*Please Attach*).
 - iv. Architectural renderings.
 - v. Detailed Staging Plan for implementation of the project. (*Please Attach*).
 - vi. Approved Detailed Design Plans for the provision of water and/or sewer to the site and evidence of full funding and bonding of approved on site and off site facilities consistent with the provisions of Chapter 22, Section 22-30 of the code of the City of Bowie. (*Please Attach*).
 - vii. Water and Sewer category 2 conditional approval.

b. Water and Sewer Category 2: No request for category 2 designation shall be considered or approved unless the applicant has submitted the following items or information with the application.

- i. Verification that the applicant has filed a Preliminary Subdivision Plan or Comprehensive Design Plan which has been accepted by the M-NCCPC. (*Please Attach*).
- ii. Verification that the applicant has filed a Conceptual Site Plan (where Preliminary Subdivision Plans are not mandatory) which has been accepted by the M-NCCPC. (*Please Attach*).

iii. A description of the proposed Staging Plan for the development.

11. Engineering plans showing alignment of proposed facilities and points of connection to existing water and/or sewer system. *(Please Attach)*.

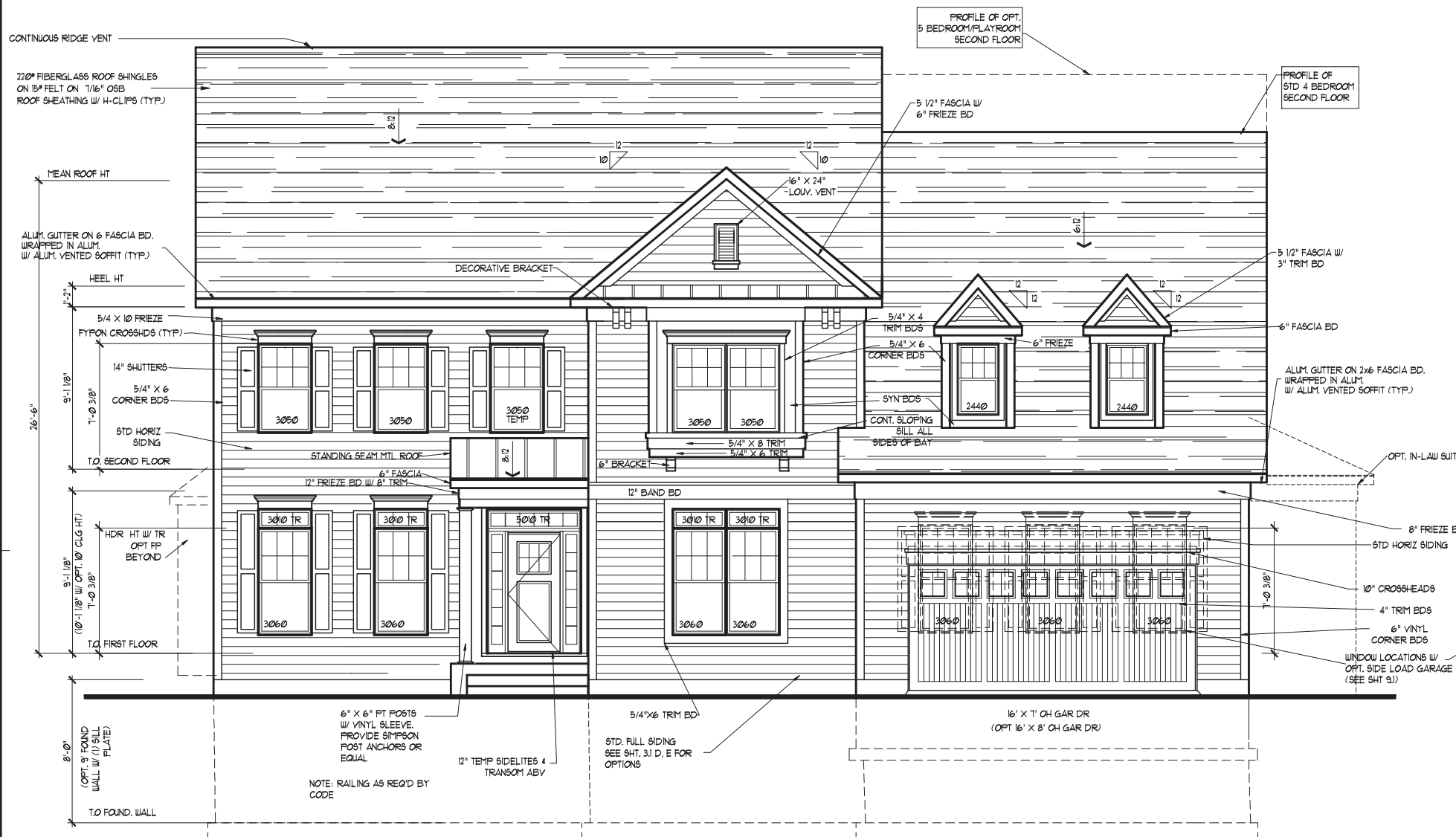
The applicant shall furnish such additional information as may be required in writing by the City Manager or City's engineer.

The applicant hereby certifies that he/she has read and understands the attached Section of the Bowie City Code, regulating extension of the Bowie Water and Sewer Systems, and agrees to abide by it should his/her application receive final approval from the City Council.

(Signature)

(Print or Type Name)

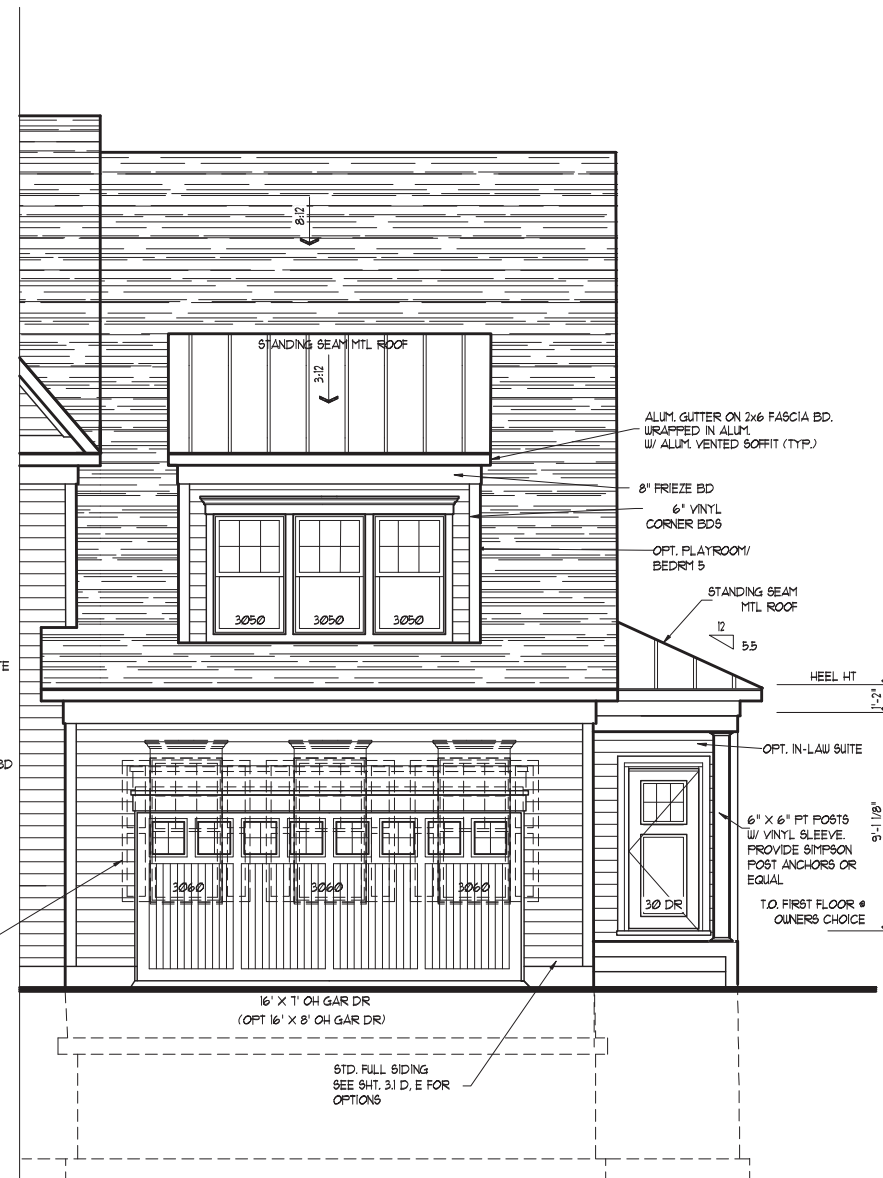
(Title)



STD. SIDING
**ELEVATION A
FRONT ELEVATION**

SCALE (17x11): 1/8" = 1'-0"
SCALE (34x22): 1/4" = 1'-0"
SHOWN WITH STANDARD SIDING

SEE 3.4 FOR FRONT WINDOW LOCATIONS
FOR OPT. SIDE LOAD GARAGE FOR ALT. ELEVATIONS



STD. SIDING
**W/ OPT PLAYROOM & IN-LAW SUITE
FRONT ELEVATION**

SCALE (17x11): 1/8" = 1'-0"
SCALE (34x22): 1/4" = 1'-0"
SHOWN WITH STANDARD SIDING

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Architecture Collaborative, Inc.
8334 Main Street
Ellicott City, MD 21043
www.archcol.com
Tel.: (410) 465-7500 Fax: (410) 465-0903

content: **ELEVATION A**
scale: 1" = 4' (34x22) file: 3.1
U.N.O. 1" = 8' (17x11)
title: **TIMBERLAKE HOMES**
HAWTHORNE

date	revision	by
###	###	###
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SHEET #
3.1

Professional Certification
I hereby certify that these documents were prepared or approved by me, and I am a duly Licensed Professional Architect under the laws of the State of Maryland.
license number: 5921
expiration date: 04-05-2020

TurnKey Title, LLC
 File No.: 21-030009
 Tax ID #: 07-0793869
 Title Insurer: Westcor Land Title Insurance Company

This Deed, made this 28th day of May, 2021, by and between Douglas A. Hain and Charito H. Hain, parties of the first part, Grantors; and Janeen C. Robinson and Carlos Robinson, parties of the second part, Grantees.

- Witnesseth -

That for and in consideration of the sum of One Hundred Fifty Thousand And 00/100 Dollars (\$150,000.00), which includes the amount of any outstanding Mortgage or Deed of Trust, if any, the receipt whereof is hereby acknowledged, the said Grantors do grant and convey to the said Janeen C. Robinson and Carlos Robinson, as tenants by the entirety unto the survivor of them, his or her heirs and assigns, in fee simple, all that lot of ground situate in the County of Prince George's, State of Maryland and described as follows, that is to say:

BEING A PORTION of Lot Numbered Twenty (20), in Block Lettered "B", as shown on the plat entitled "FOREST HILLS", which Plat is recorded among the Land Records of Prince George's County, Maryland in Plat Book No. WWW 22 at Page 2; and being more particularly described as follows:

BEGINNING FOR THE SAME at a point in the northerly outline of said lot, lying S. 66 degrees 02' E-214' from the northwest corner of the said lot and running thence with the division lines now being established (1) S. 23 degrees 31' W-251.04' (2) S. 17 degrees 39' E-365.69' to the northerly line of Forest Drive and with said line of Forest Drive (3) 225.00' along the arc of a curve drawn to a radius of 688.41' having a delta angle of 18 degrees 44' and curving from easterly to northerly, thence (4) N. 25 degrees 00' W-306.26 (5) N. 12 degrees 27' W-189.37' to the northerly outline of the aforesaid Lot Number Twenty (20) and with a portion of the same (6) N. 66 degrees 02' W-46.00' to the place of beginning, CONTAINING 2.08 acres, more or less, as described by W. Banks County Surveyor, on December 22, 1954.

The improvements thereon being known as No. Forest Drive, Bowie MD 20715.

Tax ID No.: 07-0793869

BEING the fee simple property which, by Deed dated August 2, 1985, and recorded on December 23, 1987 in the Land Records of the County of Prince George's, Maryland, was granted and conveyed by William Michael Redmond and Helenmarie Redmond unto Douglas A. Hain and Charito H. Hain, as Tenants by the Entirety.

Together with the buildings and improvements thereon erected, made or being; and all and every, the rights, alleys, ways, waters, privileges, appurtenances and advantages thereto belonging, or in anywise appertaining.

To Have and To Hold the said tract of ground and premises above described and mentioned, and hereby intended to be conveyed, together with the rights, privileges, appurtenances and advantages thereto belonging or appertaining unto and to the proper use and benefit of the said Janeen C. Robinson and Carlos Robinson, as tenants by the entirety unto the survivor of them, his or her heirs and assigns, in fee simple.

And the said parties of the first part hereby covenant that they have not done or suffered to be done any act, matter or thing whatsoever, to encumber the property hereby conveyed; that they will warrant specially the property hereby granted; and that they will execute such further assurances of the same as may be requisite.

PRINCE GEORGE'S COUNTY, MD

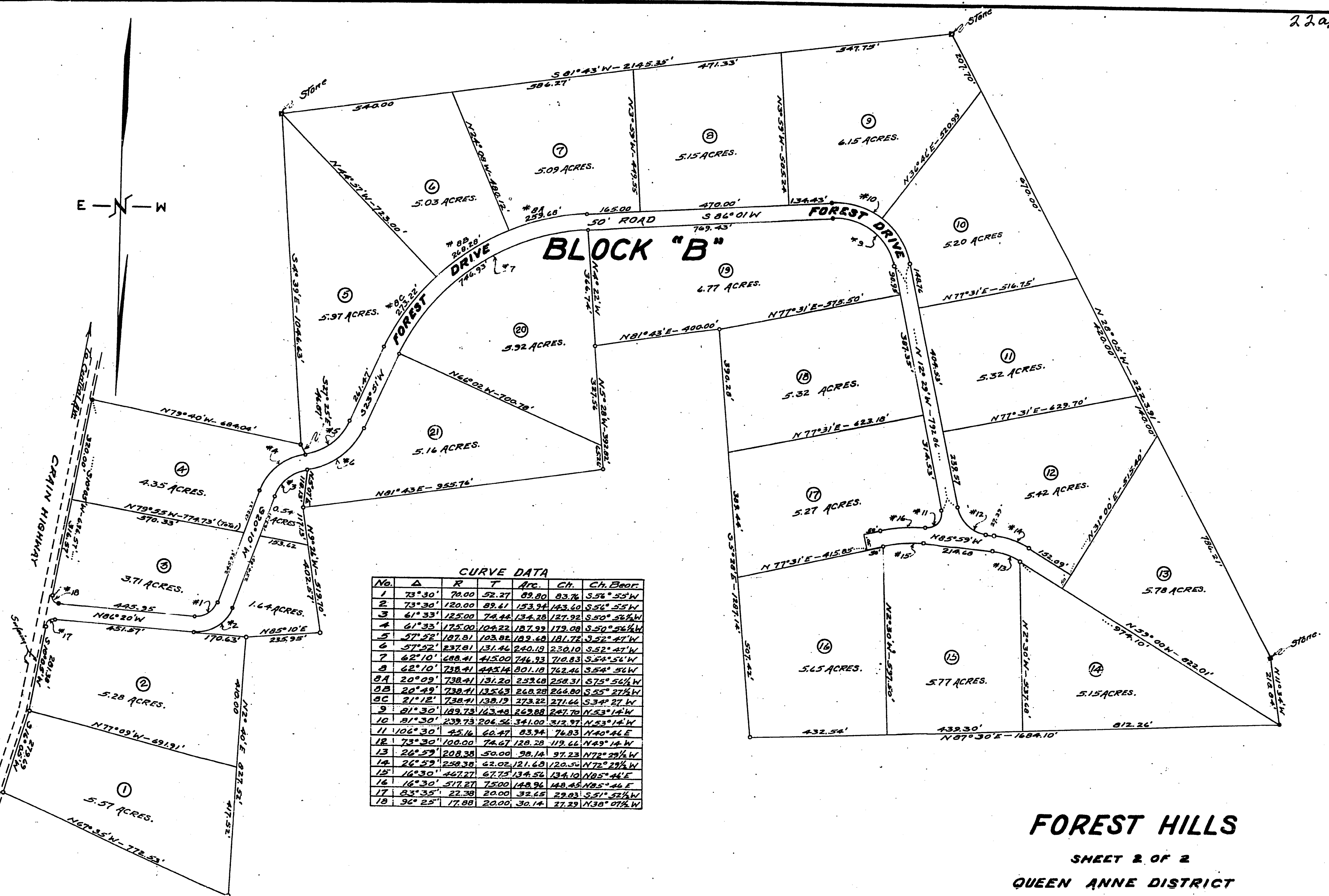
APPROVED BY: # WUB

DATE: 7-1-21

RECORDATION TAX PAID
 \$25.00
 TRANSFER TAX PAID
 \$2,000.00

LR - Deed (w Taxes)
 Recording only \$120.00
 Name: ROBINSON
 Ref:
 LR - Deed (with Taxes)
 Surcharge 40.00
 LR - Deed State
 Transfer Tax 750.00
 LR - NR Tax - 1kd
 11,785.48
 SubTotal: 12,595.48
 07/02/2021 01:55
 CC16-PP
 #19175847 CC0703 -
 Prince George's
 County/CC07.03.01 -
 Register 01

W Kof 6/21/21

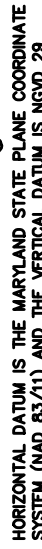


FOREST HILLS

SHEET 2 OF 2
QUEEN ANNE DISTRICT
PRINCE GEORGE'S COUNTY
MARYLAND

Scale 1"=200'
Jan. 1953
W. Banks, Surveyor
Marlboro, Md.

Proj 396CC-7

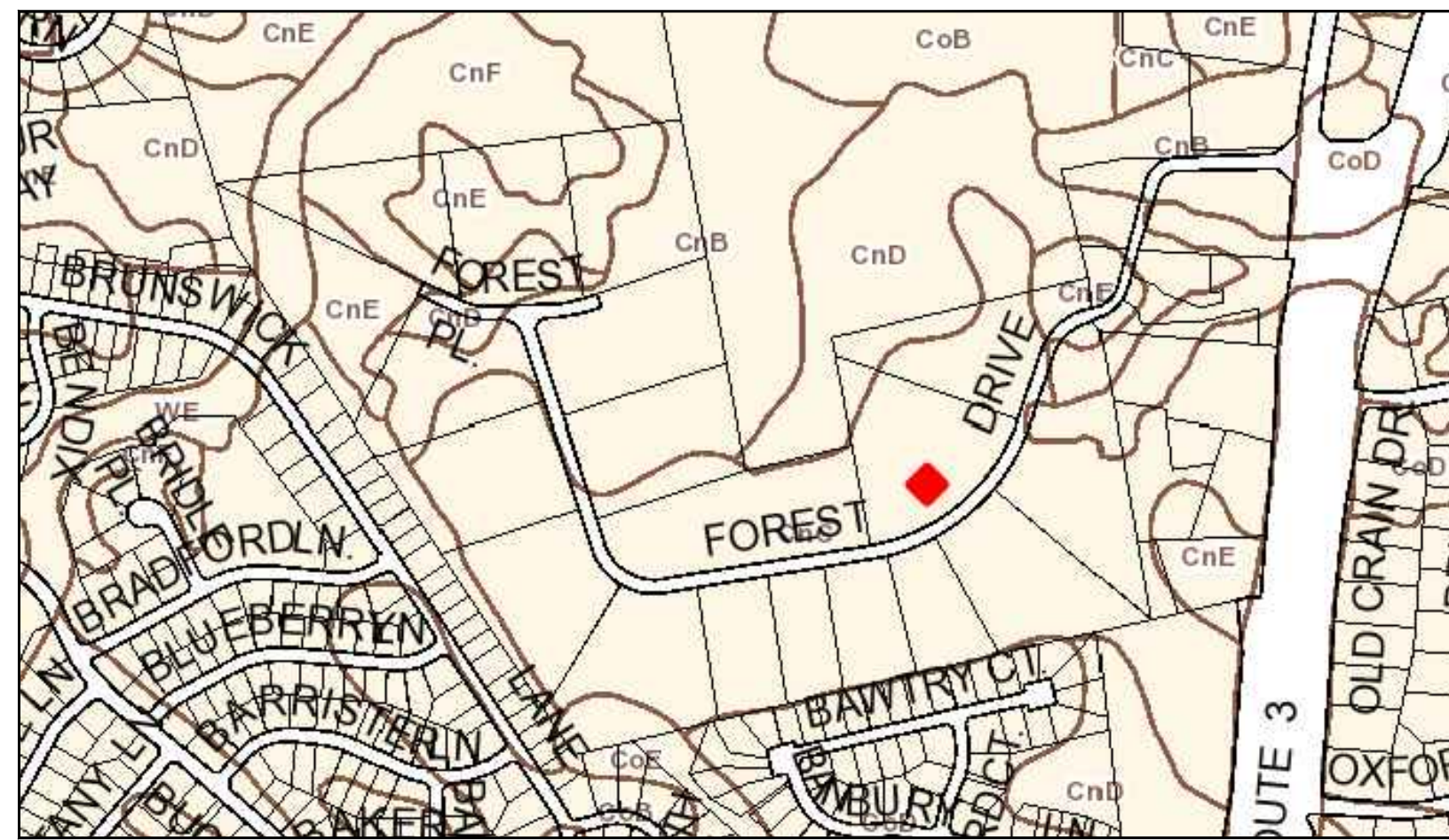


HORIZONTAL DATUM IS THE MARYLAND STATE PLANE COORDINATE SYSTEM (NAD 83/11) AND THE VERTICAL DATUM IS NGVD 29

LEGEND:

PROPOSED:

<u>EXISTING:</u>		<u>PROPOSED:</u>	
	FIRE HYDRANT		CONTOUR
	LIGHT POLE		BUILDING
	POWER POLE		LIMIT OF DISTURBANCE
	FENCE LINE		SHADE TREE
	TREE		ORNAMENTAL TREE
	TREE LINE		EVERGREEN TREE
	INTER. 2' CONTOUR		SHRUB
	INDEX 10' CONTOUR		
	BUILDING/SHEDS		
	100 YR. FLOODPLAIN		
	WETLAND AREA		
	25' WETLAND BUFFER		
	50' STREAM BUFFER		
	P.M.A. PRESERVATION AREA		
	PERC TEST LOCATION		
	WATER TABLE LOCATION		
	SOIL OBSERVATION HOLE		
	CATCH BASIN		
	STORM DRAIN PIPE		
	STORM DRAIN MANHOLE		
	BUILDING RESTRICTION LINE (TYP.)		



SOIL MAP
SCALE: 1"=600'
FROM USDA WEBSITE/P.G SOIL MAP

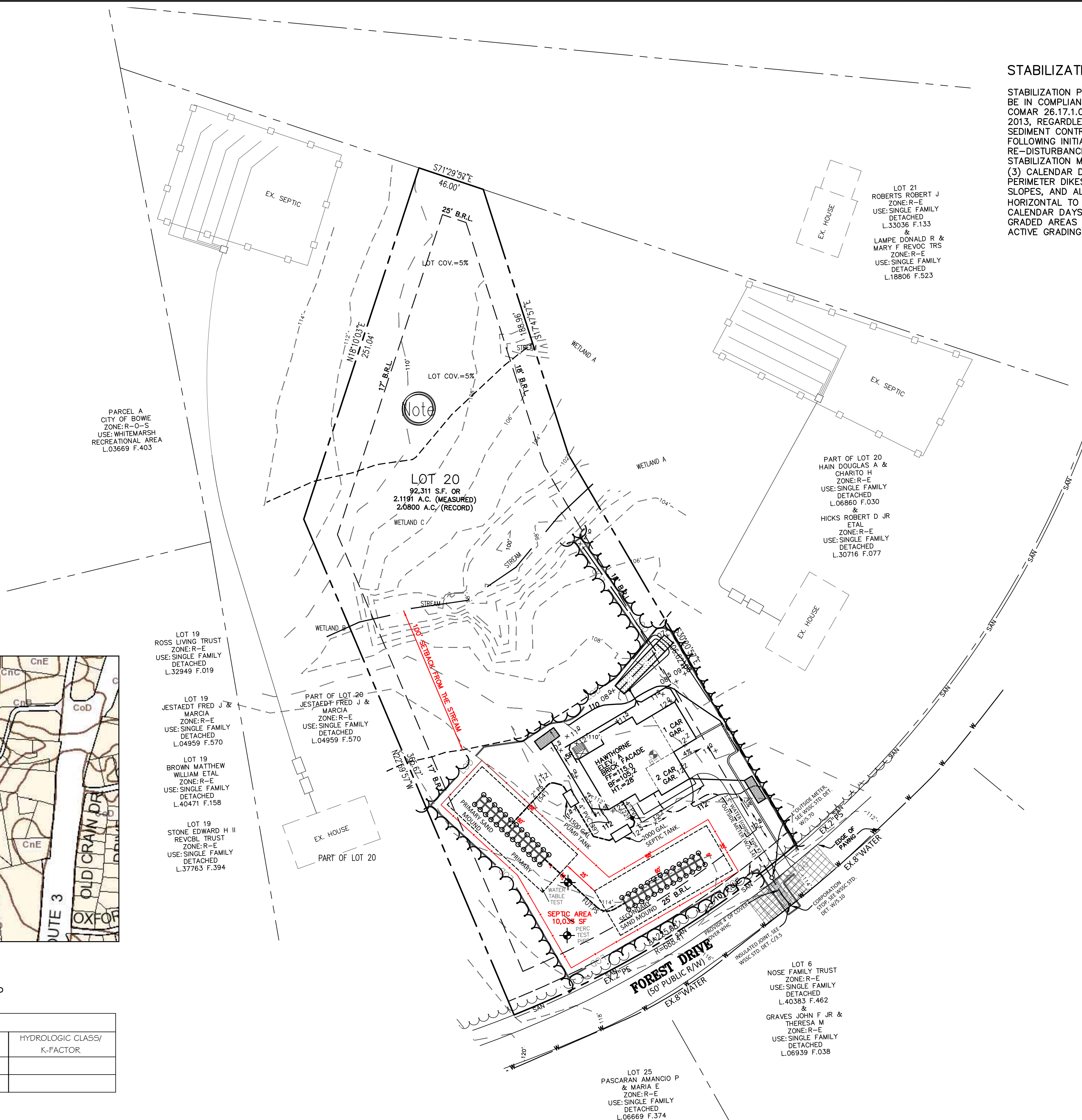
SOIL ANALYSIS				
SYMBOL	SOIL	SLOPE	ERODABILITY	HYDROLOGIC CLASS/ K-FACTOR
CnC	CALVIN-WEIKERT SHALY SILT LOAM	10 TO 20 %		

OWNERS/APPLICANT:

CARLOS ROBINSON
& JANEEN ROBINSON
2804 WELLINGBOROUGH CT.
UPPER MARLBORO, MD 20774
CARLOS.ROBINSON28@GMAIL.COM
301-802-0753

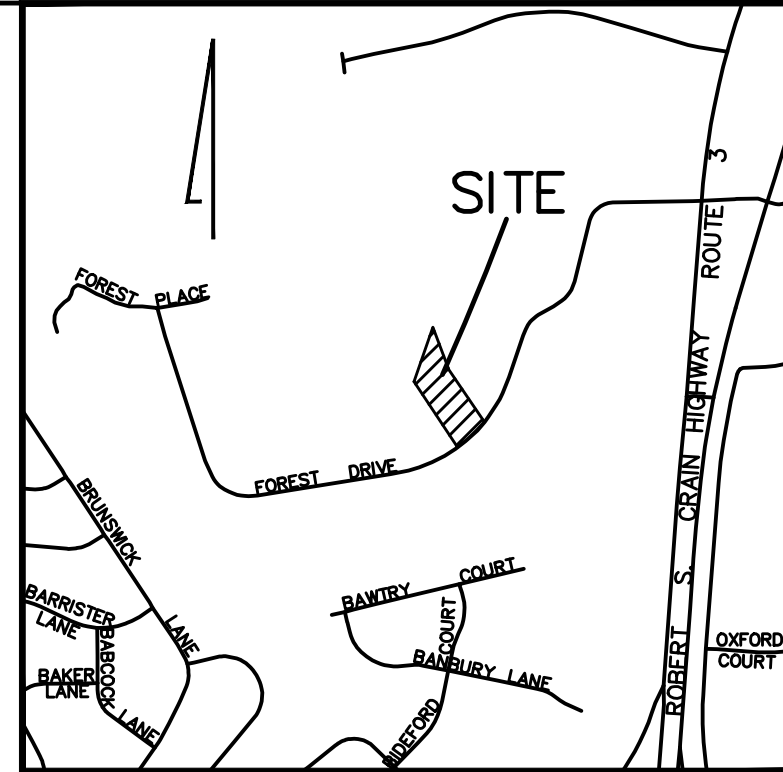
BUILDER:

TIMBERLAKE HOMES
304 HARRY S. TRUMAN, SUITE-M
ANNAPOLIS, MD. 21401
443-837-3115



STABILIZATION NOTE:

STABILIZATION PRACTICES ON ALL PROJECTS MUST BE IN COMPLIANCE WITH THE REQUIREMENTS OF COMAR 26.17.1.08 G REGULATIONS BY JANUARY 9, 2013, REGARDLESS OF WHEN AN EROSION AND SEDIMENT CONTROL PLAN WAS APPROVED. FOLLOWING INITIAL SOIL DISTURBANCE OR RE-ENTRY, PERMANENT OR TEMPORARY STABILIZATION MUST BE COMPLETED WITHIN: THREE (3) CALENDAR DAYS AS TO THE SURFACE OF ALL PERIMETER DIKES, SWALES, DITCHES, PERIMETER SLOPES, AND ALL SLOPES STEEPER THAN 3 HORIZONTAL TO 1 VERTICAL (3:1); AND SEVEN (7) CALENDAR DAYS AS TO ALL OTHER DISTURBED OR GRADED AREAS ON THE PROJECT SITE NOT UNDER ACTIVE GRADING.



VICINITY MAP
SCALE: 1"=1000'

UTILITY CERTIFICATION:

I HEREBY CERTIFY THAT THE EXISTING AND/OR PROPOSED UNDERGROUND UTILITY INFORMATION SHOWN HEREON HAS BEEN CORRECTLY DUPLICATED FROM UTILITY COMPANY RECORDS, FURTHER THAT THIS PROJECT HAS BEEN CAREFULLY COORDINATED WITH EACH INVOLVED UTILITY COMPANY, AND ALL AVAILABLE UNDERGROUND UTILITY INFORMATION RELATIVE TO THIS PLAN HAS BEEN SOLICITED FROM THEM.

M. J. White

MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022

DATE _____

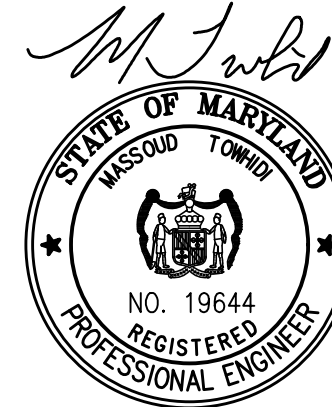
I HEREBY CERTIFY THAT THIS PLAN CONFORMS TO THE REQUIREMENTS WITH SUBTITLE 32, DIVISION 2 OF THE CODE OF PRINCE GEORGE'S COUNTY WATER RESOURCES PROTECTION AND GRADING CODE; AND THAT I OR MY STAFF HAVE INSPECTED THIS SITE AND THAT DRAINAGE FLOWS FROM UPHILL PROPERTIES ONTO THIS SITE, AND FROM THIS SITE ONTO DOWNHILL PROPERTIES, HAVE BEEN ADDRESSED IN SUBSTANTIAL ACCORDANCE WITH APPLICABLE CODES, AND SIGNED, SEALED AND DATED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MARYLAND.

M. J. White

MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022

DATE _____



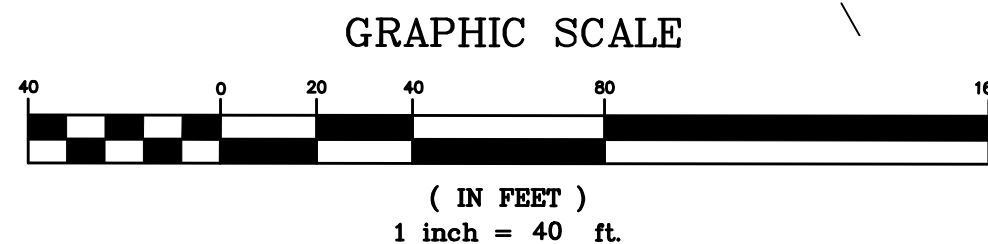
09/1/2022

PROFESSIONAL CERTIFICATION

"I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 19644, Expiration Date: 04/18/2023."

SITE NOTES

1. PROJECT NAME: FOREST HILL, PART OF LOT 20, BLOCK B
2. TOTAL ACREAGE: 2.1191 A.C. OR 92.311 S.F.(MEASURED); 2.08 A.C.(RECORD)
3. EXISTING ZONE: R-E
4. PROPOSED USE OF THE PROPERTY: SINGLE FAMILY RESIDENTIAL
5. NUMBER OF LOTS: 1
6. BREAKDOWN OF PROPOSED DWELLING BY TYPE: N/A
7. 200 SHEET NO: 208NE14
8. TAX MAP/GRID: 047D1
9. AVIATION POLICY AREA: N/A
10. EXISTING WATER/SEWER DESIGNATION: W-3/S-6
11. PROPOSED WATER/SEWER DESIGNATION: W-3/S-6
12. THERE IS NO STORM WATER MANAGEMENT APPROVAL FOR THE PROPERTY
13. PROPOSED UTILITY PLACEMENT ALONG ALL RIGHT-OF-WAY
14. THERE ARE NO CEMETERIES ON OR CONTIGUOUS TO THE PROPERTY.
15. THERE ARE NO HISTORIC SITES ON OR IN THE VICINITY OF THE PROPERTY.
16. STREAMS AND WETLANDS: TO BE DETERMINED.
17. 100 YEAR FLOOD PLAIN: TO BE DETERMINED.
18. THERE IS NO CHESAPEAKE BAY CRITICAL AREA OVERLAY WITHIN THE SITE.
19. TOPOGRAPHY SURVEY PREPARED BY C.D.D.I.
20. APPLICANT:
CARLOS ROBINSON & JANEEN ROBINSON
21. PROPERTY LOCATION:
13314 FOREST DR, BOWIE, MD 20715



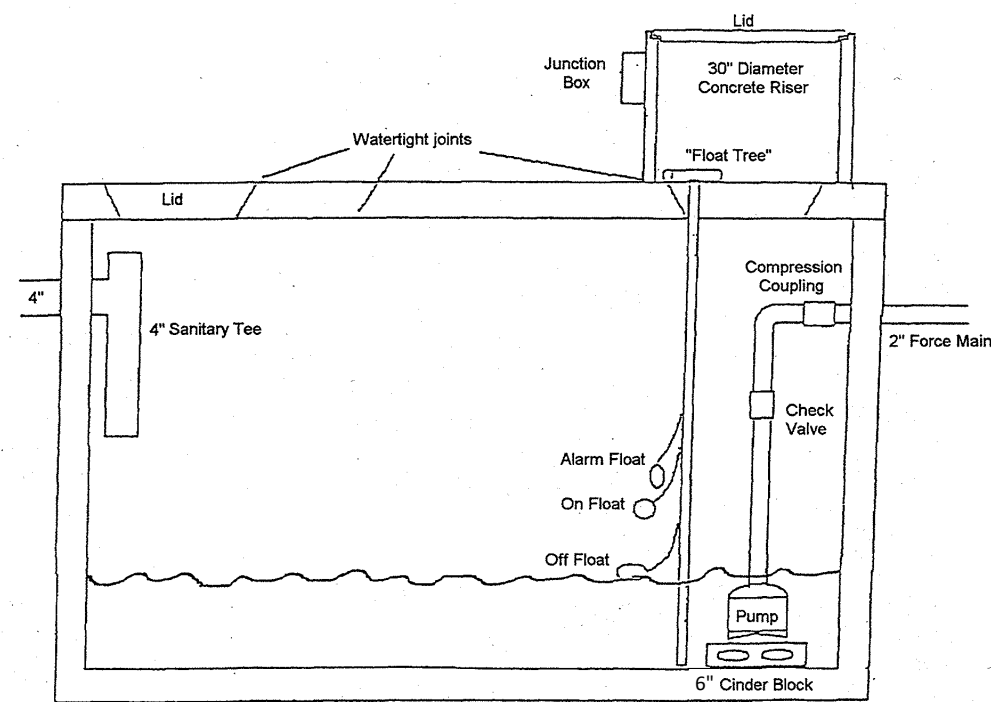
MISS UTILITY
FOR LOCATION OF UTILITIES CALL 1-800-257-7777
48 HOURS IN ADVANCE OF ANY WORK IN THE VICINITY

TOTAL DISTURBED AREA = 0.5 A.C.

[illegible]

Simplex Pump Chamber #1

Outside Dimensions: Length 124" Width 72" Height 67"

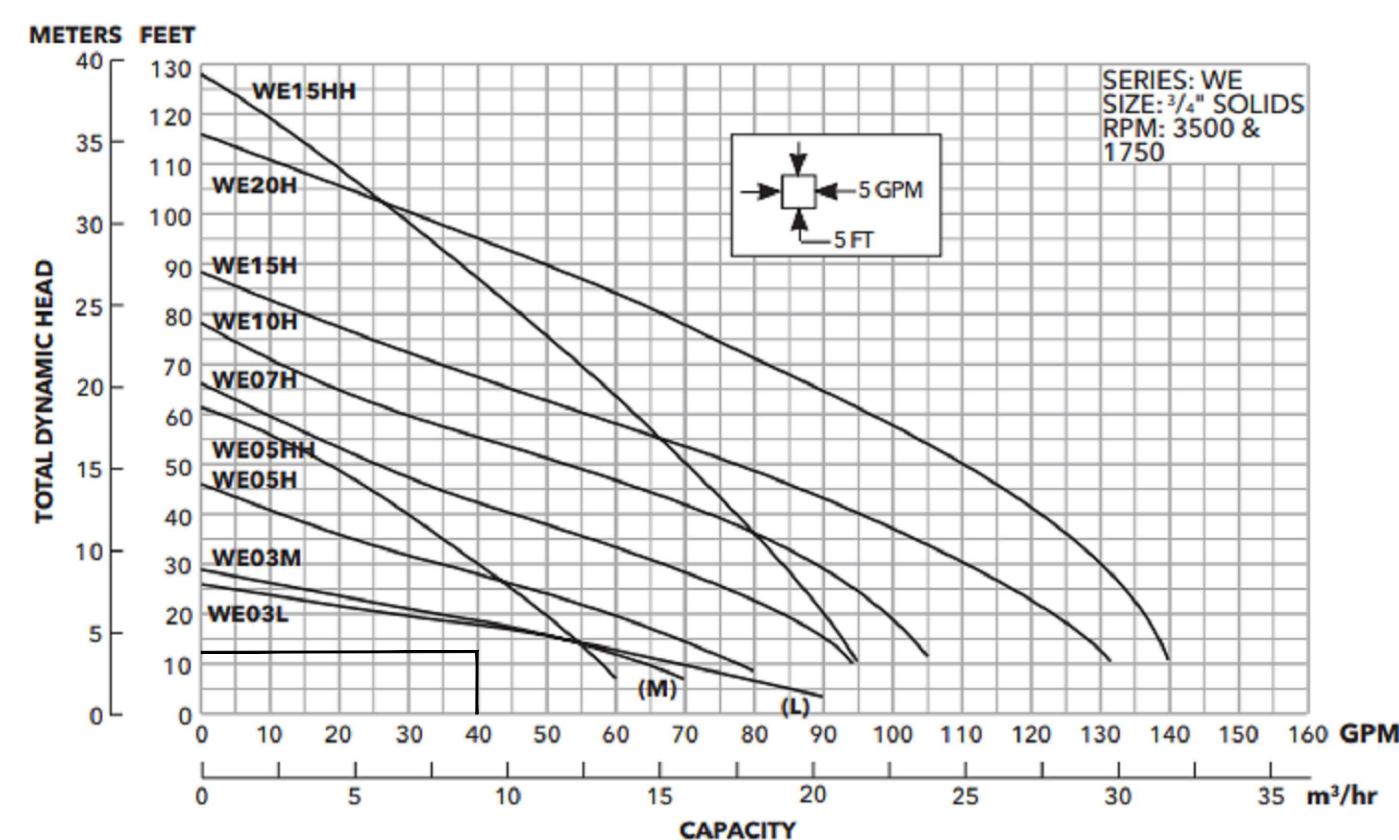


109.41 Inlet Invert	109.70 Top of Tank
109.16 Outlet Invert	105.44 Pump-Off Float
103.86 Tank Bottom (inside)	105.69 Pump-On Float
103.53 Tank Bottom (outside)	106.19 Alarm Float

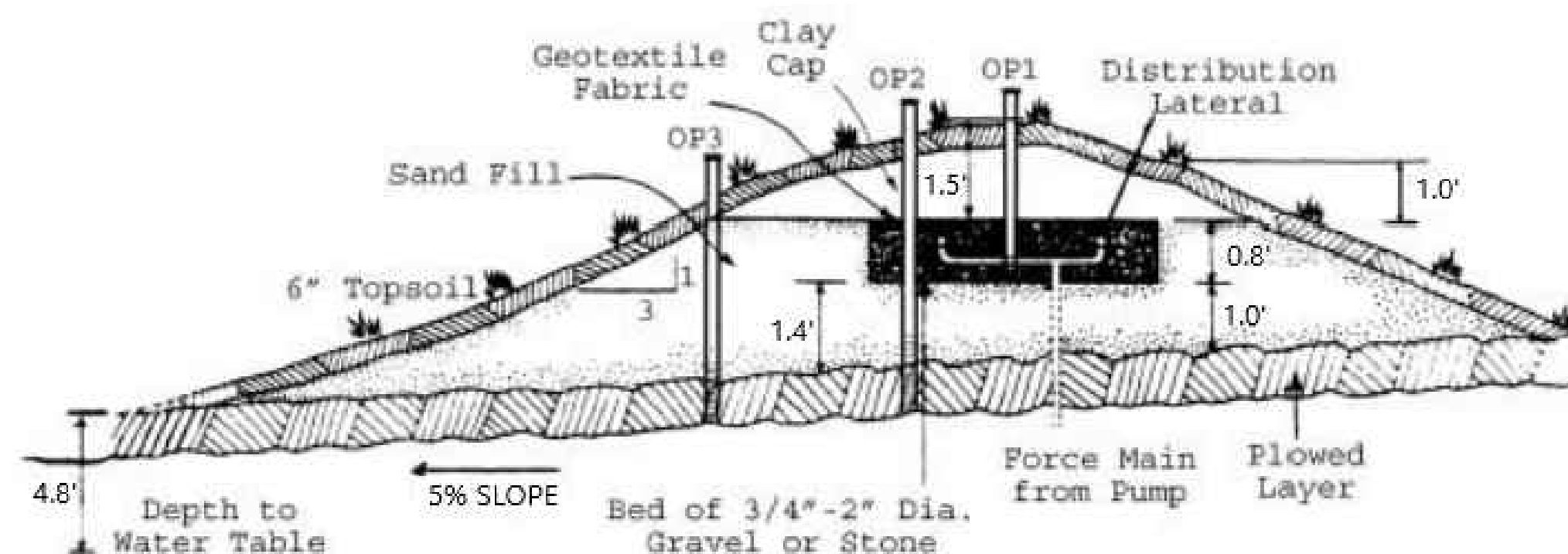
Design Data Form

N/A	Linear feet of drainfield
<u>165.5</u>	Volume of Calculated 2" Pipes in Total Gallons
<u>2"</u>	Diameter of force main (inches)
<u>54'</u>	Linear feet of force main pipe
<u>41'</u>	Equivalent length of force main pipe (add for elbows, swing check valve, tees and 6 feet of pipe in tank)
<u>95'</u>	Total pipe length (linear + equivalent)
<u>23.6</u>	Gallons per inch drawdown tank capacity - ((outlet elev. - inside tank elev.) x
<u>165.5</u>	Gallons pumped per cycle (volume of drainfield pipe or the equivalent to a three
<u>7.0</u>	inches drawdown, whichever is greater)
<u>6.0</u>	Inches drawdown per pump cycle
<u>60</u>	Drawdown in feet (inches / 12)
<u>6.5</u>	Gallons pumped per minute (15-20 gallons/lateral/minute)
<u>6.18</u>	Frictional loss per 100 feet of pipe (minimum velocity of 2 feet per second)
<u>5.56</u>	Frictional loss for system (total pipe length x frictional loss per 100 feet of pipe)
<u>11.74</u>	Static head loss (highest force main elevation - pump off elevation)
<u>311.3</u>	Total head loss (frictional loss + static head loss)
	Gallons of reserve capacity (inlet elev. - alarm elev.) x 12 x gallons/inch drawdown
<u>1/3</u>	Required pump size (horsepower)
<u>2.76</u>	Drawdown time: 2 minutes 46 seconds @ 40 gal./min.

Recommended make and model pump GOULDS 3885, MODEL WE03L
Recommended make and model control panel GOULDS SIMPLEX, W/ ALARM
(A single sewage effluent pump and simplex control panel with alarm is appropriate for residential applications. Commercial projects shall use a duplex pump system.)



Cross Section



CARLOS ROBINSON
& JANEEN ROBINSON
2804 WELLINGBOROUGH CT.
UPPER MARLBORO, MD 20774
CARLOS.ROBINSON28@GMAIL.COM
301-802-0753

TIMBERLAKE HOMES
304 HARRY S. TRUMAN, SUITE-M
ANNAPOLIS, MD. 21401
443-837-3115

MISS UTILITY
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I HEREBY CERTIFY THAT THE EXISTING AND/OR PROPOSED UNDERGROUND UTILITY INFORMATION SHOWN HEREON HAS BEEN CORRECTLY DUPLICATED FROM UTILITY COMPANY RECORDS, FURTHER THAT THIS PROJECT HAS BEEN CAREFULLY COORDINATED WITH EACH INVOLVED UTILITY COMPANY, AND ALL AVAILABLE UNDERGROUND UTILITY INFORMATION RELATIVE TO THIS PLAN HAS BEEN SOLICITED FROM THEM.


MASSOUD TOWHIDI, P.E.
MD. REG. #19644

09/6/2022
DATE

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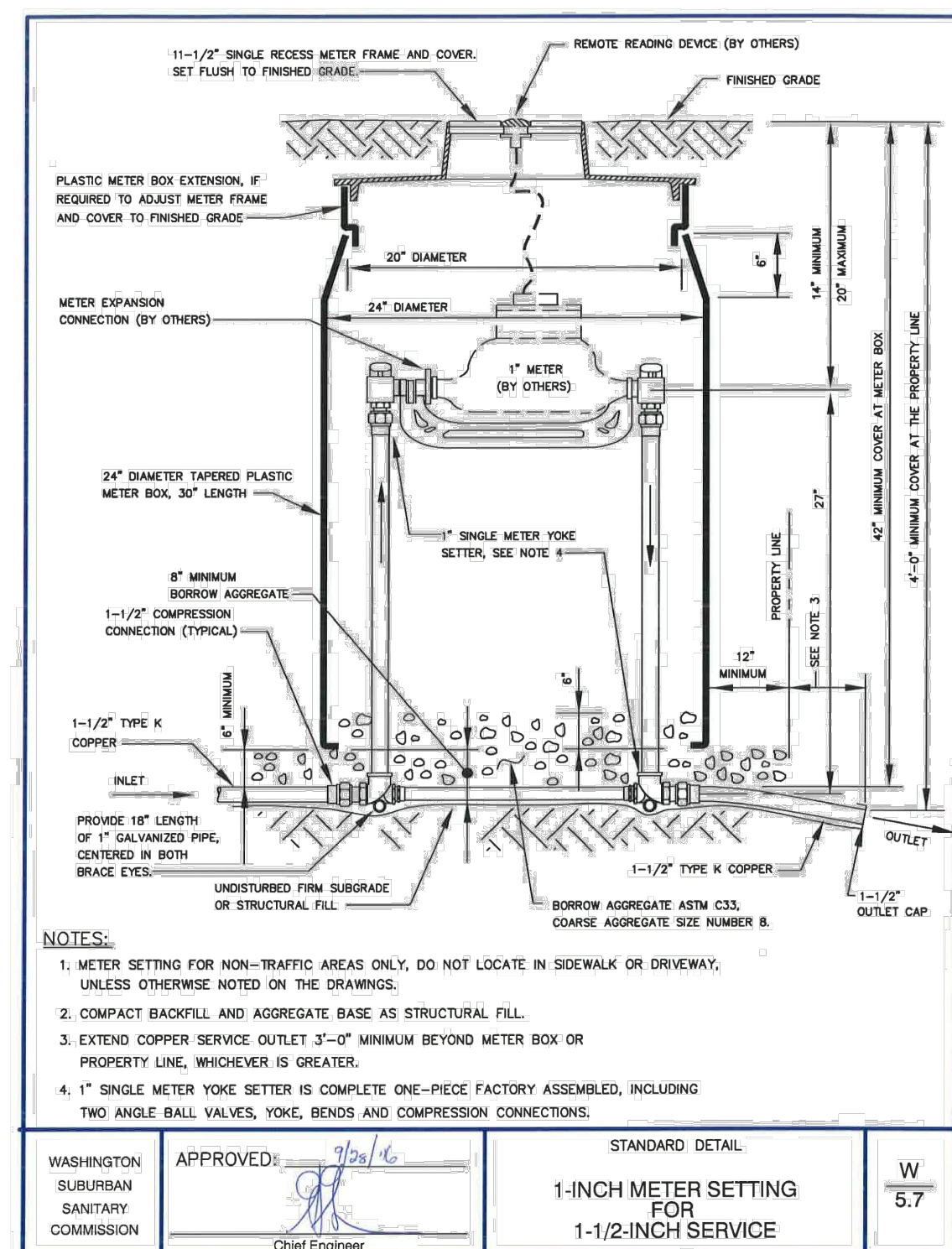
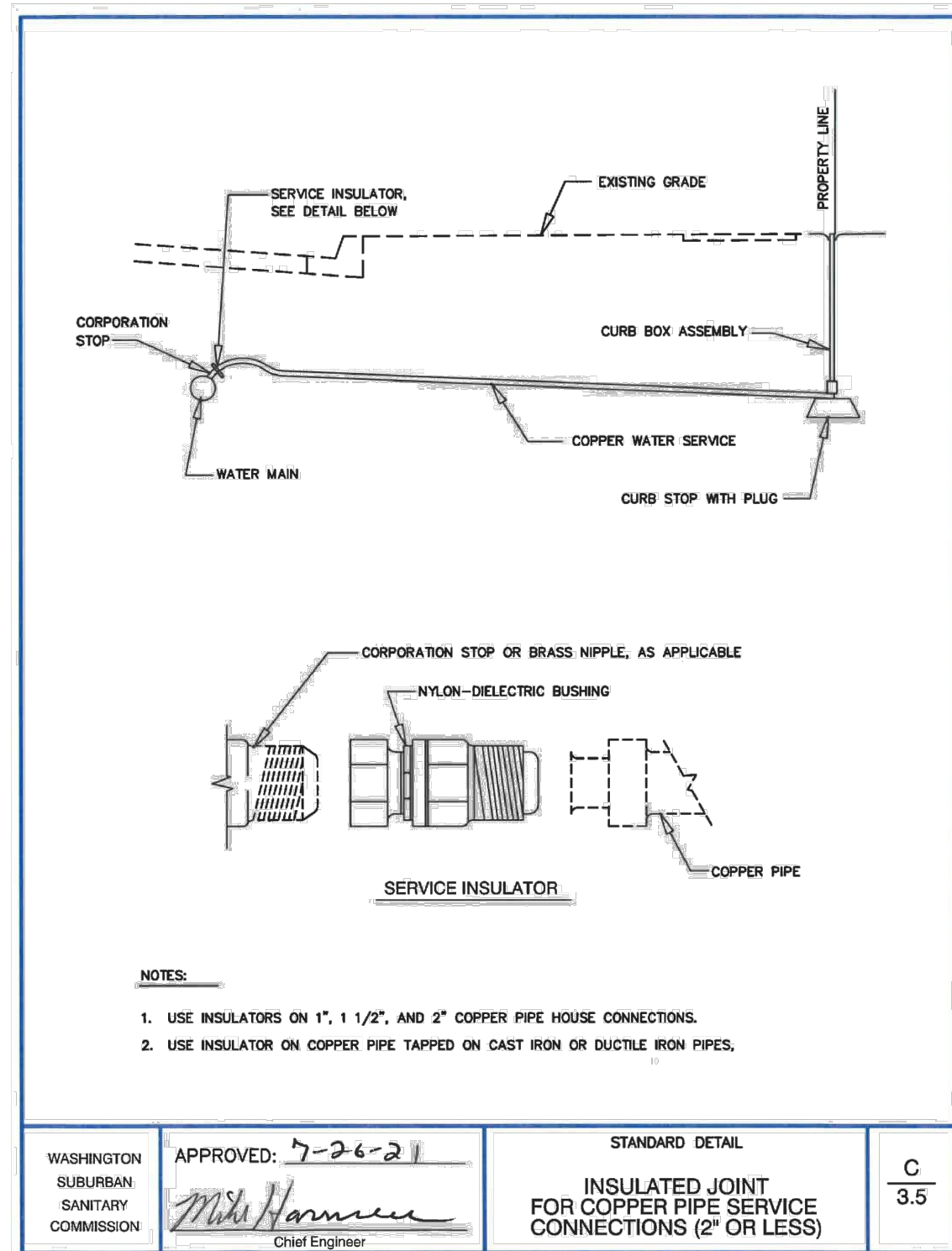
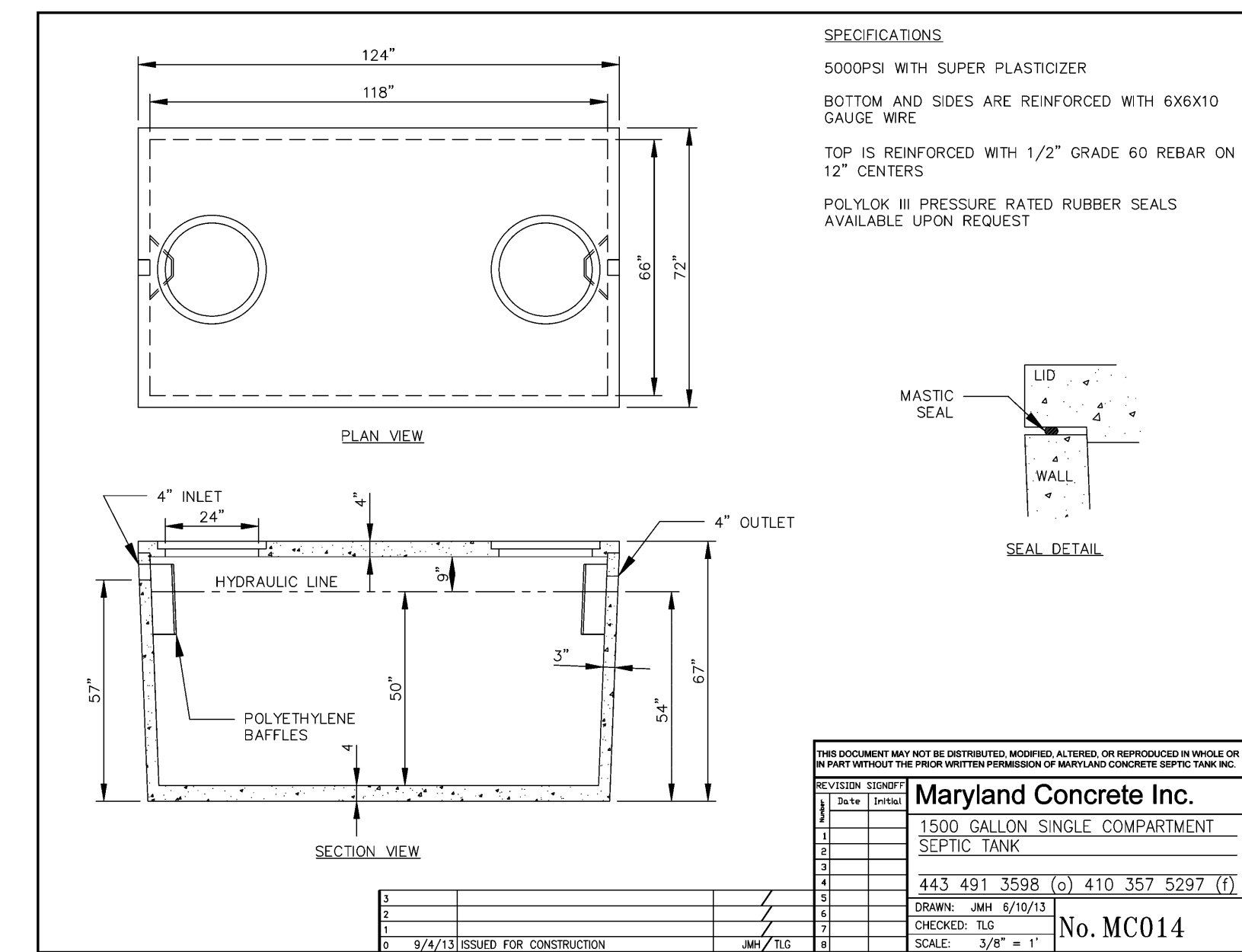
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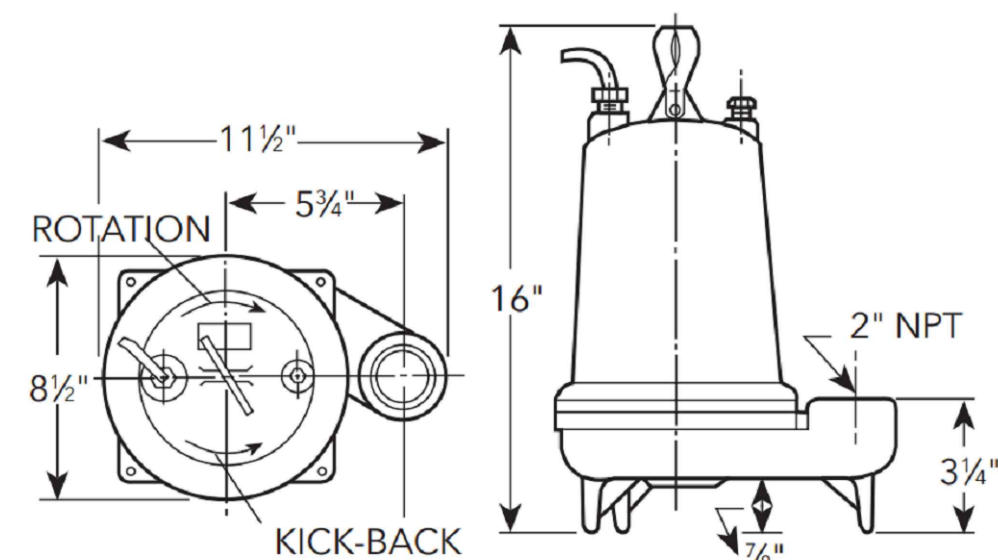
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REVISIONS	
DATE:	SEPT., 2022
DWN. JK	CHECKED MT
SCALE: NOT TO SCALE	
PROJECT/FILE NO. 21-044	
SHEET NO. 2 OF 3	



- ALL SEPTIC TANKS BURIED DEEPER THAN ONE FOOT SHALL BE INSTALLED WITH RISERS AT LEAST 24 INCHES IN DIAMETER THAT EXTEND TO WITHIN 1 FOOT OF FINAL GRADE. ACCESS TO THE SECOND COMPARTMENT OF A TWO COMPARTMENT SEPTIC TANK MAY BE ACHIEVED USING A SCHEDULE 40 PVC PIPE A MINIMUM 6 INCHES IN DIAMETER.
- ALL SEPTIC TANK, PUMP CHAMBER AND ACCESS RISE BEAMS SHALL BE MADE WATERTIGHT. THE ALARM FLOAT AND PUMP MOTOR(S) SHALL BE PLACED ON SEPARATE ELECTRICAL CIRCUITS. THE FORCE MAIN SHALL BE CONSTRUCTED OF SOLVENT WELDED SCHEDULE 40 PVC OR EQUIVALENT. THE PUMP CHAMBER RISER MUST BE A MINIMUM OF 30 INCHES IN DIAMETER AND EXTEND SIX INCHES ABOVE GRADE.
- AN ELECTRICAL PERMIT IS REQUIRED TO INSTALL THE EFFLUENT PUMP MOTOR, ALARM CONTROL BOX AND ASSOCIATED WIRING. A COPY OF THE ELECTRICAL PERMIT DISPLAYING APPROVAL BY THE ELECTRICAL INSPECTOR MUST BE ON SITE FOR HEALTH DEPARTMENT REVIEW. THE HEALTH DEPARTMENT SHALL NOT CONDUCT THE PUMP SYSTEM TEST UNTIL THE ELECTRICAL COMPONENTS OF THE PUMP SYSTEM HAVE BEEN APPROVED BY THE ELECTRICAL INSPECTOR.
- THE ELECTRICAL JUNCTION BOX/RECEPTACLE USED TO CONNECT THE PUMP AND ALARM CONTROL BOX WIRES MUST BE RAIN TIGHT AND TAMPER RESISTANT. THE JUNCTION BOX/RECEPTACLE MUST BE PLACED AT LEAST 6 INCHES ABOVE FINISHED GRADE AND BE INSTALLED ON THE OUTSIDE OF THE PUMP CHAMBER RISER.

(All dimensions are in inches. Do not use for construction purposes.)

[illegible]

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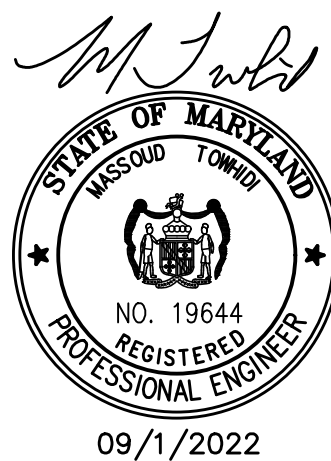

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BUILDER:
TIMBERLAKE HOMES
304 HARRY S. TRUMAN, SUITE-M
ANNAPOLIS, MD. 21401
443-837-3115

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CAPITOL DEVELOPMENT DESIGN, INC.
ENGINEERS — PLANNERS — SURVEYOR'S

POWDER MILL ROAD — SUITE 200 — BELTSVILLE, MD 20705
OFFICE (301) 937-3501 FAX (301) 937-3507

ROBINSON'S PROPERTY
PART OF LOT 20, BLOCK B
QUEEN ANNE 7TH ELECTION DISTRICT
FOREST HILL SUBDIVISION
PRINCE GEORGE'S COUNTY, MD

SEPTIC SITE PLAN
LOT 20

REVISIONS

DATE: SEPT., 2022	
DWN. JK	CHECKED MT
SCALE: NOT TO SCALE	
PROJECT/FILE NO. 21-044	
SHEET NO. 3 OF 3	

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
PROVIDE CATEGORY 2 DESIGNATION AND WATER SERVICE CONNECTION
FOR 13314 FOREST DRIVE, BOWIE, MARYLAND

WHEREAS, Capitol Development Design Inc. has submitted application dated August 4, 2022 to request water service connection for a residential property at 13314 Forest Drive, Tax Map 47 (D-1), Parcel 000; and

WHEREAS, it has been determined that 1000 gallons per day (gpd) of water will be required in connection with the provision of water service to this proposed property; and

WHEREAS, pursuant to Section 25-9 (b) of the Bowie City Code, the City's Public Works Department has reviewed the application to assure its compatibility with the City's Water system and has determined that it is compatible; and

WHEREAS, pursuant to City Code Section 25-7A, this property requires an off-site improvement in order to be adequately served; and

WHEREAS, all code requirements for Category 2 Designation and water service connection conditional approval have been met for this property.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland as follows:

Section 1. It is hereby found and determined that the aforementioned estimated gallonage of water for this property is compatible with the City water system.

Section 2. It is determined that the proposed water extension is compatible with adopted and approved master plans.

Section 3. Category 2 Water Designation and water service connection are hereby conditionally approved for a residential property at 13314 Forest Drive, Bowie, Maryland pending successful completion of all conditions set forth in design and construction.

Section 4. The allocation of water capacity hereby granted shall be reserved for a period of two years from the date of this Resolution. If the allocated capacity is not used by the end of the second year, it shall be forfeited unless extended by resolution.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on October 17, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Discussion on Council Vacancies Procedures

DATE: 10/13/2022

Council will have a discussion on the procedures for filling Council vacancies.

ATTACHMENTS: None