

December 13, 2013

The Honorable Jacqueline E. Goodall
Mayor
Town of Forest Heights
Municipal Building
5508 Arapahoe Drive
Forest Heights, MD 20745

**RE: Acquisition for Public Use of 606
Modoc Lane (MR-13006A)**

Dear Mayor Goodall:

The Prince George's County Planning Department appreciates the opportunity to comment on the renovation of an existing single-family detached home for use as a municipal structure for additional offices and town police use. The subject site is located on the northern side of Modoc Lane, east of its intersection with Indian Head Highway (MD 210). The approximately 15,645 square foot property is within the R-55 zone, a one-family detached residential zone.

Staff understands that the proposed site is already developed with a house, attached garage, and large unpaved parking area that existed prior to 1965. The proposal is to implement interior renovations for a town police station, a public works office, and a small municipal television studio.

Staff met with Mr. Vern Haefele, Town Administrator, on Wednesday, October 23, 2013 in order to evaluate the project, and is prepared to submit the following comments and the enclosed supporting memoranda:

- This application is consistent with the 2002 *Prince George's County Approved General Plan* Development Pattern policies for the Developed Tier. Also, this application conforms to the land use recommendations of the 2013 *Preliminary Eastover/Forest Heights/Glassmanor Sector Plan*.
- Environmentally, the proposed project will not affect any regulated environmental features, forested areas, or specimen trees. The site qualifies for a Woodland Conservation Ordinance Standard Exemption letter. Under state law, environmental site design to the maximum extent practicable will be required in order to implement best management practices pertaining to stormwater management for this project.
- Regarding urban design, staff recommends incorporating Leadership in Energy and Environmental Design (LEED) techniques whenever possible for materials used for construction and measures to achieve energy efficiency.
- Staff recommends notifying nearby homeowners of planned renovations, if this has not already occurred.

Finally, enclosed are two memoranda that include the full evaluations and comments summarized above from the Environmental Planning Section of the Countywide Planning Division and the Urban Design Section of the Development Review Division.

Thank you again for allowing us the opportunity to comment on this project. If you should have any questions or need additional information, please contact Fatima Hasan, Planner Coordinator, Special Projects Section, Countywide Planning Division, at 301-952-3580 or via e-mail at Fatimah.Hasan@ppd.mncppc.org.

Sincerely,



Fern V. Piret
Planning Director

Enclosures

- c: Redis C. Floyd, Clerk of the Council, Prince George's County Council
- Derick Berlage, Chief, Countywide Planning Division
- Maria Martin, Planning Supervisor, Special Projects Section, Countywide Planning Division
- Fatimah Hasan, Planner Coordinator, Special Projects Section, Countywide Planning Division
- Katina Shoulars, Planning Supervisor, Environmental Planning Section, Countywide Planning Division
- Ruth Grover, Planner Coordinator, Urban Design Section, Development Review Division



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772
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December 4, 2013

MEMORANDUM

TO: Christine Osei, Planner Coordinator
Special Projects Section, Countywide Planning

VIA: Ruth Grover, Planner Coordinator, Urban Design Section

FROM: Jill Kosack, Senior Planner, Urban Design Section

SUBJECT: Mandatory Referral MR-13006A - Acquisition of Public Use of 606 Modoc Lane Property - Town of Forest Heights, Maryland

The Urban Design Section has reviewed materials provided in support of MR-13006A, Acquisition of Public Use of 606 Modoc Lane Property - Town of Forest Heights, Maryland a project in which the Town of Forest Heights proposes to renovate an existing single-family detached home into a municipal building for additional offices and town police use. The subject site, which consists of existing Lots 1 and 2, Block W, is located on the northern side of Modoc Lane, approximately 350 east of its intersection with Indian Head Highway (MD 210). The approximately 15,645 square foot property is located within the one-family detached residential (R-55) zone. It is bounded to the north by existing Parcel E, in the R-55 Zone, which contains the town's current municipal building; to the east and west by single-family detached homes in the R-55 zone; and to the south by the right-of-way of Modoc Lane, with single-family detached residential homes in the R-55 zone beyond.

The subject referral is being provided in accordance with the Mandatory Referral review process as detailed in Maryland Annotated Code, Land Use Article, Section 7-112 and Section 27-294 of the Prince George's County Zoning Ordinance.

Based on historic aerial imagery, the subject site was developed with a house, attached garage, and large dirt parking area prior to 1965. The current proposal is to do extensive interior renovations for a town police station, a public works office, storage, and a small municipal television studio. It will not include any police holding cells of any type. Proposed exterior renovations include paving with a permeable material, striping the existing parking areas to the south of the building, creating a driveway access from the parking area to the town's adjacent property to the north, adding a secured gate, fence and handicapped accessible facilities, and adding a rain garden and additional plantings.

Urban Design staff offers the following recommendations for the proposed project:

1. Incorporate LEED techniques in the renovations wherever possible through the use of energy efficient, environmentally friendly materials, re-use of materials or recycling of demolished materials, and through the addition of sustainable improvements, such as the proposed permeable paving and rain garden, which should include native plant materials.

2. Incorporate LEED techniques in the design and functioning of the new building, by encouraging recycling of office trash, usage of low-flow water fixtures, installation of a programmable thermostat, and using lights with sensor switches to avoid unnecessary power usage.
3. Provide notification to the adjacent single-family detached home owners to the east, west and south, and work with them to analyze and reduce noise, light, and use-related impacts. Considerations should include exterior light fixtures with shielding to avoid spill light, screening along shared property lines with sight-tight fencing and/or plant material, limiting hours of operation, and eliminating usage of police vehicle lights and sirens within the neighborhood.



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Countywide Planning Division
Environmental Planning Section

November 18, 2013

TO: Fatimah Hasan, Planner Coordinator, Special Projects Section

VIA: Katina Shoulars, Supervisor, Environmental Planning Section

FROM: Chuck Schneider, Senior Planner, Environmental Planning Section

SUBJECT: MR-13006A Town of Forest Heights – 606 Modoc Lane

The Environmental Planning Section has reviewed the information for the Town of Forest Heights new administration building at 606 Modoc Lane, dated March 12, 2013. The following commentary is based on a review of the supplied email, plans and an interpretation of aerial photographs and maps. A site visit was conducted on November 12, 2013. The following comments are provided for your consideration.

Existing Conditions

The land area of the 606 Modoc Lane contains Lots 1 and 2 and approximately 0.359 acres in size. Currently, the site is developed with a single family structure with a connecting three car garage structure. A gravel parking area is located between the garage and Mudoc Lane. The site is bounded on the east and west by single family structures, the south by the Modoc Lane and single family structures, and the north by land and buildings owned by the Town of Forest Heights. The site contains no woodlands, specimen trees, regulated environmental features, forest interior bird habitat; sensitive species review area, Marlboro clay or 100-year floodplain areas. The site has overland stormwater sheet flow which drains to an unnamed tributary of Oxon Run, in the Oxon Creek watershed, within the Potomac River basin. The site's topography is varying; generally flat in currently developed areas and steeper areas to the north and east.

Environmental Review

The proposed changes to the existing structure will be completed with interior and exterior renovations to bring the building up to secure standards. Also, a new parking area along the existing building area will be constructed along with an access lane that will connect the Modoc Lane site with the current Town of Forest Heights administrative offices parcel to the north.

No regulated environmental features will be impacted and no forested areas or specimen trees will be removed. The site qualifies for a Woodland Conservation Ordinance Standard Exemption letter and a Natural Resource Inventory Equivalence letter. These documents will be required for the stormwater management and permit approval phase of the project.

Stormwater management will also be required and should focus on Environmental Site Design to the maximum extent practicable per the current state regulations. Best management practices should be

implemented during the construction process to minimize the temporary impacts of construction of stormwater management features. As with any land development, impervious surfaces should be minimized if possible, and the stormwater runoff should be treated to improve its quality. Stormwater quantity should be controlled to the extent possible on a micro-scale as close to the source as possible.

Thank you for the opportunity to comment on the Town of Forest Heights property at 606 Modoc Lane (Lots 1 and 2) for a future administration building. If you have questions regarding these comments, please contact the Environmental Planning Section at 301-952-3650.