

November 21, 2016

The Honorable Eugene W. Grant
Mayor
City of Seat Pleasant
6301 Addison Road
Seat Pleasant, Maryland 20743-2125

**RE: City of Seat Pleasant - City Hall
and Public Works Renovation
Projects (MR-1624A)**

Dear Mayor Grant:

The Prince George's County Planning Department appreciates the opportunity to provide written comments on the proposed renovation of the City Hall and Public Works Maintenance buildings. Both projects are located on lot 51, at the corner of Addison Road and 69th Street in the City of Seat Pleasant. The site has frontage on Addison Road (80 foot right-of-way) and 69th Street (54 foot right-of-way) and from the latter of which two driveway entrances provide access to the parking lot in the rear of the City Hall building. The project is being reviewed through the Mandatory Referral review process pursuant to the Land Use Article §20-301 through 305 of the Maryland Annotated Code and Section 27-294 of the Prince George's County Zoning Ordinance that requires the Planning Board to review public construction projects for all federal, state, county and municipal governments, and publicly and privately-owned utilities.

The highlight of the proposed City Hall building renovation and addition is to comply with the Americans with Disabilities Act (ADA), since the building was constructed in 1965 prior to ADA regulations. Proposed renovation on the two buildings will improve the overall quality of work environment for City of Seat Pleasant employees and the adjacent residential communities.

There will be two small changes (additions) to the City Hall building – installation of an elevator service and the replacement of an existing vestibule located at the front of the building and visible from Addison Road. Improvements to the Public Works building will provide new office space for employees who currently do not have any assigned work areas. In addition to the office space addition, two existing tool storage sheds located to either side of the existing building will be replaced. It is anticipated that the renovated City Hall building will be used by the City's Police Department after a new City Hall is constructed in another location.

The existing surface parking lot (located to the rear of both buildings) contains thirty-five spaces that will include the insertion of two handicapped parking spaces to meet ADA requirements for the site. The parking lot will not be expanded, but will be restriped to enhance the overall site. A vinyl fence is proposed to buffer the site from adjoining residential uses.

Map 1 – Aerial View of Project Area



During renovation of the two buildings, the City will relocate employees to temporary offices at other locations in the City. Planned work on City Hall and the Public Works buildings will not disrupt traffic flow in and out of surrounding neighborhood. Financing for the renovations and addition project was obtained through the United States Department of Agriculture Rural Development Loan Program. The project team will attempt to conform to Leadership in Energy and Environmental Design (LEED) standards wherever possible in this restoration of the old building and are improving the energy rating standards to the current high levels required by the latest code.

Existing Front View of the City Hall Building



Because there is no existing woodland on the site and no prior Tree Conservation Plan (TCP) approvals, the project site is exempt from the provisions of the Woodland Conservation Ordinance. However, a Natural Resource Inventory (NRI) may be required at the time of stormwater management review. The site is also exempt from Stormwater and Sediment Control regulation because the area of disturbance for the two projects is less than 5,000 square feet. (See aerial view of project side on previous page.)

STAFF CONCERNS

Landscaping: The applicant provided a landscape plan with a Section 4.9 schedule for Sustainable Landscaping Requirements. This section requires that certain percentages of native plants be provided on-site. The submitted landscape plan provides the required schedule; but shows that the percentage requirement is not met for the 84 shrubs proposed along the front and sides of the building. At a minimum, the percentage of native plants provided should be a minimum of 30 percent or 36 plants, though the applicant is encouraged to provide 100 percent native plantings. In addition, staff notes that with the new addition, the City Hall building will extend 20 feet closer to 69th Street and is set back only 18 feet from the curb. The applicant is encouraged to plant street trees to enhance the pedestrian realm in front of the building and to screen the parking area.

Lighting: The applicant did not submit a lighting plan, nor is lighting shown on the site plan. Staff recommends that if any new lighting is installed, including building-mounted fixtures; they should be full cut off luminaires and downward-directed to minimize any light trespass into the adjacent residential community.

Applicant later confirmed that they will not change the existing lighting infrastructure because existing surface mounted lights on the exterior of the buildings and the existing parking lot are sufficient.

Existing City Hall Side View of Building



Rear View of City Hall Building/Partial View of Existing Parking Lot



Building Materials/Architecture: The renovated, modern-looking building will be finished with a combination of dark gray exterior insulation and finish system (EIFS), and a curtain wall glazing with spandrel glazed panels. An aluminum canopy is proposed over the entrance. A six foot high vinyl fence is proposed along the site's western property line to buffer the adjacent residential homes from the municipal use.

The Public Works building will be constructed of the same materials and colors as the City Hall building. The three existing bay doors are constructed of silver aluminum. Two aluminum canopies are proposed; one each on the east and west sides of the building. Two modest additions are also proposed on the east and west sides of the building; with both measuring 181 square feet in gross floor area that will accommodate new office space. A row of standard windows is provided on both the north and south elevations to let in natural light and to break up the building mass. Horizontal window panels are also provided on the east and west elevations.

The design of the renovated buildings will complement the architecture of the adjacent residential communities and contribute toward an improved community character and public image. The combination of EIFS and glazed facades will let in natural light and improve the quality of the office spaces. Because EIFS is not as durable as other materials, the applicant is encouraged to provide an alternative masonry material up to eight feet above grade, in a color that will complement the EIFS.

Architectural Rendering – Front View of Renovated City Hall



Front View of Existing Public Works Building



Architectural Rendering - Front View of Renovated Public Works Building



STAFF RECOMMENDATIONS

A careful review of the information provided for the project resulted in the following staff recommendations:

- The applicant should replace the EIFS with a complementary masonry material up to eight feet above grade.
- The applicant should reevaluate the color of the exterior. EIFS should be the darker blue-gray shown in the perspective elevations.
- Because the immediate neighborhood is residential, the applicant should plant street trees along 69th Street to enhance the pedestrian realm in front of the building and to screen the parking area.
- The applicant should provide a greater percentage of native plant material in conformance with the 2010 Prince George's County Landscape Manual Section 4.9.
- The applicant did not provide a lighting plan as part of the renovations planned for the site. However, staff recommends all pole-mounted lighting fixtures to be full cut-off, and building-mounted fixtures should be directed downward.

Enclosed are staff memoranda from the Community Planning Division, Urban Design Section and Transportation Planning Section that further highlight some of the recommendations resulting from this review.

If you should have any questions or need additional information, please contact Christine A. Osei, Project Manager, at 301-952-3313 via email at Christine.Osei@ppd.mnccppc.org.

Sincerely,



Debra Borden
Acting Planning Director

Enclosures

c: Derick Berlage, Chief, Countywide Planning Division
Maria Ann Martin, Planning Supervisor, Special Projects Section, Countywide Planning Division
Christine A. Osei, Project Manager, Special Projects Section, Countywide Planning Division
Redis C. Floyd, Clerk of the Council, Prince George's County Council

November 3, 2016

MEMORANDUM

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

VIA: Susan Lareuse, Master Planner
Urban Design Section, Development Review Division

FROM: Cynthia Fenton, Planner Coordinator
Urban Design Section, Development Review Division

SUBJECT: **MR 1624A – City of Seat Pleasant - City Hall and Public Works Renovation Projects**

The Urban Design Section has reviewed the materials provided in support of Mandatory Referral MR-1641A for the renovation of the existing two-story City of Seat Pleasant City Hall, and the existing one-story public works building located at 6301 Addison Road and 108 69th Street, respectively. The applicant proposes a three-story renovation to the existing City Hall, including modest additions on the north side of the building and on the southeast corner of the building, for a total gross floor area of 10,050 square feet. The applicant is also proposing a secondary renovation on the same site for a two-story public works building that will total 4,558 square feet in gross floor area.

The site is bounded to north by 69th Street and beyond, by single-family detached homes in the One-Family Detached Residential (R-55) Zone; to the south by a shopping center and fire station in the Commercial Shopping Center (C-S-C) Zone; to the east by Addison Road and beyond by single-family detached homes in the R-55 Zone; and to the west by a single-family detached home in the in the R-55 Zone. The subject property consists of Lot 51, Block C, which is approximately 0.84 acre or 36,625 square feet, zoned C-S-C. The site contains a carport for eight parking spaces in addition to the City Hall and public works buildings, and associated parking. The subject project is being reviewed pursuant to the Land Use Article §20-301 through 305 of the Maryland Annotated Code and Section 27-294 of the Prince George's County Zoning Ordinance that requires the Planning Board to review public construction projects for all federal, state, county and municipal governments, and publicly and privately-owned utilities through the Mandatory Referral review process.

Proposal

The existing City Hall and public works buildings were constructed in 1965. The proposed City Hall renovation includes a 800 square foot addition on the north elevation oriented toward 69th Street to accommodate elevator service to the building; and a 152 square foot addition on the southeast corner of the building to provide an expanded vestibule entrance from the sidewalk along Addison Road and full Americans with Disabilities (ADA) compliant access. The renovated building will eventually house the Police Department, after a new City Hall building is constructed at a different location. The Public Works building renovation will include new office space. No new impervious surface is proposed in the parking

Works building renovation will include new office space. No new impervious surface is proposed in the parking area, though the spaces will be restriped.

Architecture

The renovated, modern-looking building will be finished with a combination of dark gray exterior insulation and finish system (EIFS), and a curtain wall glazing with spandrel glazed panels. An aluminum canopy is proposed over the entrance. A six foot high vinyl fence is proposed along the site's western property line to buffer the adjacent residential homes from the municipal use.

The Public Works building will be constructed of the same materials and colors as the City Hall building. The three existing bay doors are constructed of silver aluminum. Two aluminum canopies are proposed; with one each on the east and west sides of the building. Two modest additions are also proposed on the east and west sides of the building, both 181 square feet in gross floor area that will accommodate new office space. A row of standard windows is provided on both the north and south elevations to let in natural light and will also serve to break up the building mass. Horizontal window panels are also provided on the east and west elevations.

The renovated buildings will complement the adjacent residential communities and will contribute much toward an improved community character and public image. The combination of EIFS and glazed facades will let in natural light and improve the quality of the office spaces. Because EIFS is not as durable as other materials, the applicant is encouraged to provide an alternative masonry material up to eight feet above grade, in a color that will complement the EIFS.

The applicant's narrative indicates that they are attempting to conform to Leadership for Energy and Environmental Design (LEED) standards wherever possible and are improving the energy rating of the buildings to bring them into conformance with levels required by the most current code standards. During construction, the offices will move to temporary quarters at another location in the City.

Landscaping

The applicant has provided a landscape plan with a Section 4.9 schedule for Sustainable Landscaping Requirements. This section requires that certain percentages of native plants be provided on-site. The submitted landscape plan provides the required schedule but shows that the percentage requirement is not met for the 84 shrubs proposed along the front and sides of the building. At a minimum, the percentage of native plants provided is required to be a minimum of 30 percent or 36 plants, though the applicant is encouraged to provide 100 percent native plantings. In addition, staff notes that with the new addition, the City Hall building will extend 20 feet closer to 69th Street and is set back only 18 feet from the curb. The applicant is encouraged to plant street trees to enhance the pedestrian realm in front of the building and to screen the parking area.

Lighting

The applicant has not submitted a lighting plan, nor is lighting shown on the digital signal processor (DSP). Staff recommends that if any new lighting is installed, including building-mounted fixtures, that they be full cut off luminaires and downward-directed to minimize any light trespass into the adjacent residential community.

Recommendation

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

- Replace the EIFS with a complementary masonry material up to eight feet above grade.
- The color of the EIFS should be the darker blue-gray, as shown in the perspective elevations.

- Street trees should be planted along 69th Street to enhance the pedestrian realm in front of the building and to screen the parking area.
- The applicant should provide a greater percentage of native plant material in conformance with the 2010 Prince George's County Landscape Manual (Section 4.9).
- The applicant should ensure that all lighting fixtures are full cut-off and downward-directed.

October 24, 2016

MEMORANDUM

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

VIA: David A. Green, Planning Supervisor, Community Planning Division

FROM: John Wooden, Senior Planner, Community Planning Division

SUBJECT: **MR-1624A – City of Seat Pleasant - City Hall and Public Works Renovation Projects**

DETERMINATIONS

General Plan: This application is consistent with the 2014 *Plan Prince George's 2035 Approved General Plan* which designates this area as one of its Local Transit Centers (p. 106)

Master Plan: The application is consistent with the land use recommendations of the 2010 *Approved Subregion 4 Master Plan* for retention of the existing institutional land use for civic buildings within the limits of the Addison Road-Seat Pleasant Metro Center.

BACKGROUND

Location: This property fronts on Addison Road and 69th Street.

Size: 0.8408 acres

Existing Use: Developed

Proposal: The applicant proposes to build a three-story addition and renovation to the Seat Pleasant City Hall building and a two-story renovation to the Public Works building.

GENERAL PLAN, MASTER PLAN AND SMA

This application requires no conformance with the applicable General or Master Plan.

2035 General Plan

The 2014 *Plan Prince George's 2035 Approved General Plan* designates this area for smaller scale, mixed-use centers that are well connected by transit. Many of these areas are integrated with an established street grid and offer local-serving retail and limited office uses.

Master Plan:	<i>2010 Approved Subregion 4 Master Plan and SMA</i>
Planning Area/ Community	Planning Area 72/Landover and Vicinity
Land Use:	Mixed-Use Commercial
Environmental:	Please see the Environmental Section's referral for details regarding relevant environmental recommendations. The property does not include any regulated areas, evaluation areas, or network gaps identified by the Green Infrastructure Plan.
Historic Resources:	There are no historical resources in the vicinity of the subject property.
Transportation:	Access is provided by Addison Road, a two lane collector roadway within an 80-foot right-of-way.
Public Facilities:	The subject property is adjacent to the Seat Pleasant Volunteer Fire Station.
Parks & Trails /Aviation:	The subject property is not directly affected by aviation impacts.
SMA/Zoning:	The 2010 <i>Approved Subregion 4 Master Plan and SMA</i> placed the subject property in the C-S-C Zoning District.

PLANNING ISSUES

The proposed three-story addition is to the Seat Pleasant City Hall Building and the proposed two-story addition to the Public Works building both appear to meet the exemption for non-residential development under the Development District Standards of the *Approved Addison Road Metro Town Center and Vicinity Plan*. The exemption states that additions to non-residential structures which was lawful and not nonconforming on the date of the Sectional Map Amendment approval is exempt from standards and site plan review providing the addition does not increase the gross floor area by more than 10 percent or 5,000 square feet, whichever is less.

However, the applicant may want to consider under the design standards for windows and doors found on p. 214, that the plan recommends exterior burglar bars on windows and doors be removed in the town center. They convey a negative image, and other less visually obstructive security methods should be employed instead. From a 2014 aerial, the Seat Pleasant City Hall building appears to have bars on all sides and rear first floor windows.