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## Quarterly Status Report

(July 2015 - September 2015)

To: **Prince George's County Executive**  
**Prince George's County Council**

From: **Largo Town Center Development Board**

The 15 Members of the LTC Development Board include:

**J. Kenneth Battle**, Development Board Chairman; **Nellvenia Johnson**, Chief of Staff for Council-member **Derrick L. Davis**, District 6; **Vanessa Akins-Mosley**, Prince George's County Planning Department; **Kenneth Baker**, RPAI; **Armin Groeschel**, Atapco Properties, Inc.; **Dr. Rodney Harrell**, Resident; **Larry Hentz**, Prince George's County Economic Development Corporation; **David Iannucci**, Economic Development and Public Infrastructure; **Donny James**, Revenue Authority of Prince George's County; **John Lupo**, Kaiser Permanente; **Louise McNairn**, Resident; **Charles Renninger**, Resident; **Kelvin Robinson**, Resident; **Andrew Scott**, WMATA; **Mark Wasserman**, University of Maryland Medical System



## Introduction

The Largo Town Center Development Board was created through County Resolution 32-2014 on May 13, 2014, pursuant to Charter Section 506 for the purpose of implementing land use and policy recommendations for the development of land within the Approved 2013 Largo Town Center Sector Plan and Sectional Map Amendment area, including a new regional medical campus as a major public health institution. By establishing a multi-agency, public-private partnership the Board's mission is to undertake an in-depth assessment of all recommendations in the [sector] plan, evaluate existing conditions, and recommend a strategic implementation plan that maximizes development potential within the Largo Town Center [sector] plan area, builds consensus of vision in the community, and provides procedural certainty of process.

The Board is comprised of 15 members. Meetings are open to the public and are held monthly (on a Monday) alternating between daytime (3pm) and evening (6pm) meeting times. Meeting minutes are kept by staff and are available to the public. To date, all meetings have been held in the County Administration Building, Room 2027.

## Status as of September 31, 2015

The Board met for the fourth time on July 13th, 2015 (minutes attached). At this meeting, Chairman Williams provided the Board with a summary of the Planning Board hearing where Detailed Site Plan (DSP) – 14028 (Regional Medical Center) was discussed and approved. The Board also heard from WMATA about new “station development planning” efforts impacting future land-use at the Largo Town Center Metrorail Station. Additionally, the Board received an overview of the Tapestry at Largo Station project from the developer (LENNAR). Mr. Cain, from LENNAR offered board members an opportunity to tour the new development. Lastly, the Board got an overview of CB-16-2015 (Food Truck Hub) legislation from County Council staff.

The Board met for the fifth time on August 10th, 2015 (minutes attached). At this meeting, the Board heard from the Department of Public Works & Transportation and the Department of Permitting, Inspections and Enforcement about Complete Streets and on-street parking in Largo Town Center. On-Street parking was discussed in detail in response to the previous month's meeting where LENNAR indicated that the lack of on-street parking was inhibiting ability to attract retail tenants. Lastly, the Board received draft bylaws for discussion and revisions.

The Board met for the sixth time on September 21st, 2015 (minutes attached). At this meeting, the Board discussed the draft bylaws and heard a presentation on Detailed Site Plan (DSP) – 15029 (8800 Lottsford Road). DSP – 15029 concerns an existing warehouse property which was seeking to have their use added to the use table in the Largo Town Center Sector Plan so that they can remain in business after changing site/building owners and make improvements to the property.



**LARGO**  
TOWN CENTER  
**Development Board**

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4th Meeting  
July 13, 2015  
6:00 p.m. – 7:30 p.m.

**AGENDA**

**I. Welcome and Approval of Meeting Minutes**

- Chairman Enor Williams

**II. Summary of Planning Board Hearing: DSP - 14028**

- Chairman Enor Williams

**III. Development Plans at Largo Town Center Station - WMATA**

- Stan Wall, Director of Real Estate and Station Planning

**IV. Overview of *Tapestry at Largo Station* Project - LENNAR**

**V. Overview of CB-16-2015 (Food Truck Hub) Legislation - County Council**

**VI. Next Steps**

**VII. Adjourn**



## **MEETING MINUTES**

### **Largo Town Center Development Board**

County Administration Building, Room 2027

14741 Governor Oden Bowie Drive

Upper Marlboro, MD

Monthly Meeting: July 13, 2015

6:00pm – 8:00pm

**Member Attendees:** Enor Williams, Nellvenia Johnson, Natalie Monkou (on behalf of David Iannucci), Vanessa Akins, Larry Hentz, Donny James (on behalf of Peter Shapiro), Kenneth Baker, Charles Renninger, Dr. Rodney Harrell, Louise McNairn, John Lupo, Stan Wall.

Quorum Achieved

**Staff Attendees:** Jackie Brown, Barbara Stone, Jordan Exantus, Leroy Maddox, Aimee Olivo, Matt Dernoga.

**Other Attendees:** Stuart Cain – LENNAR, Richard Bailey – KW Commercial Brokerage, Kevin Ford Jr., Tom Haller.

**Absent:** Kelvin Robinson, David Iannucci, Peter Shapiro, Mark Wasserman, Armin Groeschel, Louise McNairn, Stan Wall.

In order according to the agenda:

#### **I. Welcome and Approval of Meeting Minutes - Chairman Enor Williams**

- i. The meeting was called to order by Mr. Williams.
  - a) Meeting minutes were approved unanimously

#### **II. Summary of Planning Board Hearing: DSP – 14028 - Chairman Enor Williams**

- i. Mr. Williams provided the Board with a summary of the planning board hearing on June 25<sup>th</sup> where the Detailed Site Plan (DSP) for the new Regional Medical Center was reviewed and approved.
  - a) LTC Development Board comments were presented at the hearing
    - Reflecting citizen concerns and sector plan/county code compliance issues
- ii. Comments/Questions
  - a) Mr. Renninger – Project was approved; the parking structure is subject to review at a later date. The hospital was conditioned where final use and occupancy permits will not be issued until the parking structure is completed.
  - b) Mr. James – A Request for Proposals (RFP) for [parking garage] architectural services has already been issued, hope to make a selection by the end of the week
    - Mr. Renninger – Will there be opportunities for citizen input on design?
    - Mr. James – Yes
  - c) Mrs. Akins – Board is fully in support of the project

**III. Development Plans at Largo Town Center Station – Stan Wall, Director of Real Estate and Station Planning, WMATA**

- i. Mr. Wall provided the Board with comments regarding WMATA's development plans/goals on their Largo Town Center property.
  - a) Currently about to kick-off new station development planning
    - Based on anticipated development in the area
    - Planning focuses on station access for all modes
    - WMATA will revisit access studies completed in 2010 due to significant changes since initial studies were conducted
    - WMATA will identify improvement opportunities for facilities and property
    - WMATA will examine constraints on property and determine mitigation strategies
      - Potential to stack kiss & ride and bus loop to free up parcel for development
    - Study will be initiated in August-September and take approximately six months to complete
    - WMATA is proceeding with caution to ensure capacity is maintained
- ii. Comments/Questions
  - a) Dr. Harrell – Stacking is an interesting concept → will this put more pressure on the system? Intersection?
    - Mr. Wall – Access priority is focused on pedestrians. WMATA wants to encourage mobility of residents in the immediate vicinity.
  - b) Mr. Renninger – There were pedestrian access concerns raised at the Planning Board hearing → specifically, the pedestrian bridge, bus service on Harry S Truman Dr. and bus shelters

**IV. Overview of Tapestry at Largo Station Project - LENNAR**

- i. Mr. Haller introduced the Tapestry at Largo Station Project.
  - a) Started in 2006-2007 and sat dormant during recession
  - b) Worked with the community and local leadership on design
  - c) M-U-I Zoning → Mixed use project (residential with ground floor retail)
  - d) Future plans for an office building on site → waiting for market demand
- ii. Mr. Cain presented to the Board a power-point slideshow detailing the Tapestry at Largo Station project.
  - a) Broke ground in 2014
    - 318 units – 62% 1 Br, 34% 2 Br, 4% 3Br
    - 5,000sf of amenity space
    - 22,000sf retail
    - 350 concealed parking spots
    - 8 separate buildings divided by firewalls → allowed phased occupation of buildings
      - “Delivery Dates”
        - Buildings 1 & 2 – online
        - Building 3 – this week
        - Building 4 – next week
        - Buildings 5 & 6 – August 19<sup>th</sup>

- Buildings 7 & 8 – end of September
- Mr. Cain offered to give the LTC Development Board a tour of the site
- Project is currently 9% occupied and 30% leased
- iii. A retail leasing overview was provided by Mr. Bailey.
  - a) Demand is high → receiving many phone calls daily
  - b) Want high quality retail that is complementary
  - c) Challenges attracting certain retailers due to lack of on-street parking and back of house access
- iv. Comments/Questions
  - a) Mr. Wall – WMATA supports on-street parking → improves walkability and makes sidewalks more hospitable (buffering)
    - What are lease rates? Types of tenants?
  - b) Mr. Cain – Broad mix of tenants → 2 Br units are very popular
    - \$1,700 - \$1,800 for 2Br units
  - c) Mr. Hentz – What are the demographics of residents and prospective tenants?
    - Mr. Cain – Millennials and young families
  - d) Mr. Bailey – We had a daycare that wanted to rent space but could not be accommodated due to the lack of available park space within walking distance
  - e) Mrs. Johnson – Where are you with conversations with DPW&T?
    - Mr. Bailey – We would appreciate additional support → DPW&T is being very cautious about implementing on-street parking prior to hospital construction
  - f) Mrs. Johnson – Complete streets are envisioned for the entire area, they are coming, but not fast enough
  - g) Chairman Williams – Can assurances from the county be obtained for future complete streets development? Would this help with recruitment of retailers?
    - Mr. Bailey – Yes, it would help if we could get definitive dates or temporary parking
  - h) Mr. Renninger – There is another project nearby which includes on-street parking
  - i) Mr. Baker – Stadium events affect parking considerations
  - j) Mr. Bailey – Special events parking plan will be included
  - k) Dr. Harrell – Can we invite DPW&T and DPIE to LTC Board Meeting? Does public access to garage and retail include access to courtyards?
    - Mr. Cain – There is no public access to courtyards
  - l) Dr. Harrell – There is a lack of public space in the area
  - m) Mrs. Johnson – What is the status of tenant negotiations?
    - Mr. Bailey – No leases, but letters of intent are in place
  - n) Mrs. Johnson – There is concern over nail salons/barbershops, etc. → want more sit-down restaurants
    - Mr. Bailey – Building floor-plate not necessarily retail friendly
    - Mr. Cain – We are being patient with retailers, don't just want to fill the space
    - Mrs. Akins – Quality retail is key to success of project, don't want typical fast food type development
    - Chairman Williams – Residential looks great, retail needs to match

- Mr. Hentz – There are some unique challenges for the retail component of this project; A-list retailers want to see established density; the lack of back-door access hurts; there is a great demand for hair & nail salons; to achieve goals the developer will need help finding unique niche retailers to fill spaces
- o) Mr. Haller – In the beginning of this project there were concerns of having empty storefronts, so it is great that we have the ability to choose
- p) Mr. Wall – Arena Drive is an 8-lane road → Need to establish parking and loading zones for businesses to thrive → board needs to support retailers and developers in this endeavor
- q) Dr. Harrell – Square footage of retail spaces? Lengths of leases?
  - Mr. Bailey – No constraints. Some asking for 4-5 years, some are still waiting for hospital. Currently, spaces are all open and will be partitioned/built-out based on unique needs.
- r) Dr. Harrell – Short-term leases are a good option to accommodate future changes
- s) Mr. Cain – Condition → Can't get tenant fit-out permits for commercial spaces until residential occupancy permits have been issued for all 8 buildings.
  - no “open” permits on retail spaces before getting final use and occupancy permits for whole project
  - May impact timeline for commercial interests

## ***V. Overview of CB-16-2015***

- i. Aimee and Matt provided the board with an overview of the Food Truck Hub Legislation (CB-16-2015), proposed and presented by Council Members Glaros, Lehman and Toles.
  - a) 4 total bills aiming to provide high quality food trucks, establish business license and food/fire safety standards/regulations, taxation, and fine structure for violations.
    - Initiative modeled on Pacific NW food truck hub or “pod” case studies
    - Legislation modeled off of current farmer’s market legislation
    - Hubs must have a coordinator who is required to submit a detailed application
    - Hubs must be within ¼ mile of a metro station or near an M-NCPPC Park facility
  - b) Need recognized because there are Prince George’s County residents who own and operate food trucks who are taking their trucks to other jurisdictions (lost tax revenue for County).
  - c) New business licenses will require more checks & balances → currently there are no standards
    - All units must pass inspections for safety, food quality, etc.
  - d) Currently mobile food businesses are unregulated → no enforcement agency
  - e) Fines for violations will be deterrent for illegally operating businesses
- ii. Comments/Questions
  - a) Dr. Harrell – Special events & employment hubs - where?
    - Aimee – University of MD, Riverdale Park, New Carrollton
    - People may buy food on their way home after leaving the metro station

- Food truck events/days
- b) Mr. Renninger – There is a provision in the LTC Sector Plan saying no drive-thrus and no fast food. Food trucks compete with retailers. Don’t think this is right for Largo Town Center.
- c) Mr. Wall – Support food truck concept → helps to activate station areas and acts as a path for entrepreneurs to brick & mortar restaurants
- d) Mrs. Johnson – Support the concept, but improved enforcement is needed → will DPIE receive additional staffing?
- e) Mr. Hentz – Providing warehouse spaces for food truck parking is a good mechanism to consider. Evidence in Washington D.C. shows food trucks have increased brick & mortar restaurant investment and is a “greener” business.
- f) Matt – As an employee, food truck is a good option → cheap, fast
- g) Mrs. Akins – Hours of operation?
- h) Aimee – 6am to 9pm available, but requires other agreements, most trucks will only operate for a few hours at a time
- i) Mr. Lupo: Healthy food?
  - Matt: depends on vendor
- j) Mrs. McNairn – 12 hubs → where/how chosen?
  - Amy – First come, first serve
- k) Aimee – Currently enforcing parking only, overall enforcement is lacking

#### **VI. Next Steps**

- i. No August meeting?
  - a) Mrs. Johnson – Sub-committee meeting to discuss on-street parking issue at LENNAR property
    - Site specific and broader context (complete streets)
  - b) Mr. Renninger – Harry S. Truman Extended – only complete streets project in budget
  - c) Chairman Williams – LENNAR is priority → we will meet in August to discuss complete streets and parking issues in LTC

#### **VII. Adjourn**

- i. Next Board meeting is August 10<sup>th</sup> at 3:00pm
- ii. Meeting Adjourned



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5th Meeting  
August 10, 2015  
3:00 p.m. – 5:00 p.m.

## AGENDA

### I. Welcome and Approval of Meeting Minutes

- Substitute Chair Kelvin Robinson

### II. Complete Streets / On-Street Parking in Largo Town Center

- Andre Issayans - Deputy Director, DPW&T
- Rey Deguzman and Cipriana Thompson - DPIE

### III. Review of Draft Largo Town Center Development Board Bylaws

- Leroy Maddox - Legal Counsel

### IV. Next Steps

### V. Adjourn



## **MEETING MINUTES**

### **Largo Town Center Development Board**

County Administration Building, Room 2027

14741 Governor Oden Bowie Drive

Upper Marlboro, MD

Monthly Meeting: August 10, 2015

3:00pm – 5:00pm

**Member Attendees:** Kelvin Robinson, David Iannucci, Nellvenia Johnson, Larry Hertz, Donny James, Kenneth Baker, Charles Renninger, John Lupo, Louise McNairn, Andrew Scott.

Quorum Achieved

**Staff Attendees:** Jackie Brown, Barbara Stone, Jordan Exantus, Leroy Maddox.

**Other Attendees:** Andre Issayans – DPW&T, Ray deGuzman – Dpie, Victor Weissburg – DPW&T, Cipriana Thompson – Dpie, Armen Abrahamian – DPW&T, Erv T. Beckert – DPW&T, Nick Over – RPAI, Susan Hubbard – Dpie, Camille Exum, Reginald Ready – LTC Resident.

**Absent:** Enor Williams, Vanessa Akins, Dr. Rodney Harrell, Mark Wasserman, Armin Groeschel.

In order according to the agenda:

#### ***I. Welcome and Approval of Meeting Minutes***

- i. The meeting was called to order by Mr. Kelvin Robinson who presided over the meeting in the absence of Chair Enor Williams.
  - a) Acknowledgement of new members
    - Andy Scott – replacement for Stan Wall (WMATA)
    - Donny James – replacement for Peter Shapiro (Revenue Authority)
  - b) Approval of Meeting Minutes
    - Mr. Renninger – please include the final copy of letter sent to the Planning Board regarding the Regional Medical Center Detailed Site Plan and Food Truck Hub legislation.
    - Meeting minutes were approved unanimously

#### ***II. Complete Streets / On-Street Parking in Largo Town Center***

- i. Mr. Robinson introduced guests from the Department of Public Works and Transportation (DPW&T) and the Department of Permitting, Inspections, and Enforcement (DPIE).
- ii. Nellvenia Johnson provided a brief recap of the previous month's meeting where the Tapestry at Largo Town Center Project was discussed in detail. During that meeting, LENNAR requested that the LTC Development Board initiate a conversation with DPW&T and Dpie to help establish installation of on-street parking at Lottsford Rd. and Arena Drive. On-street parking is seen as a key catalyst to attracting quality retail tenants in the new development and creates a buffer for pedestrians.

iii. Comments:

- a) Mr. Issayans –
  - Legally, on-street parking could be allowed in the area. Pedestrian safety concerns (due to street widths and accompanying conditions) have been acknowledged by DPW&T and on-street parking could help abate them.
  - DPW&T staff met with LENNAR 1.5 months ago – no objections to parking along Lottsford Rd and Arena Drive, but need traffic studies prior to approval.
  - Currently, Arena Drive (Westbound from corner) is 4 lanes. In the future, one lane will be dedicated as a turning lane (for hospital), so if parking comes, capacity will be reduced to two lanes.
    - Lottsford Road right lane is currently turning lane
- b) Mr. Iannucci – would study need to include hospital and RPAI development sites?
  - Mr. Issayans – Yes, study would need to be based on future conditions.
- c) Mr. Iannucci – would there be any adverse impacts from on-street parking?
  - Mr. Issayans – Yes, capacity may become an issue in the future due to the proximity to highway ramps and development potential of the area.
  - Mr. Iannucci – Transportation infrastructure capacity was one of the reasons why Largo was selected as the site for the Regional Medical Center
  - Nellvenia Johnson – Did the preliminary plan include analysis for background traffic?
  - Mr. Issayans – There were no on-street parking elements (or requirements) included in the original application. We are waiting for updated traffic studies.
  - Mr. Renninger – previous approvals on background traffic before/during Tapestry application → not hospital, different use.
- d) Nellvenia Johnson – are there challenges associated with implementing complete streets in Largo Town Center?
  - Mr. Issayans – Not for new roads, but retro-fits will be challenging due to Right-of-way issues. Developers must dedicate needed R-O-W for retrofits due to County inability to purchase R-O-W for projects.
- e) Nellvenia Johnson – Harry S Truman in CIP for complete streets
  - Mr. Issayans – Consultant currently doing study, not too challenging because of significant capacity.
  - Nellvenia Johnson – anything for Lottsford or Arena?
  - Mr. Issayans – nothing funded
- f) Mr. Renninger – can DPW&T identify areas for traffic studies?
  - Mr. Issayans – Lottsford Rd. Apollo access point, all access points, will provide a more detailed scope.
  - Mr. Baker – has request been made formally?
  - Mr. Issayans – only in meeting
- g) Nellvenia Johnson – time required to take action once traffic study is received?
  - Mr. Issayans – there is a 2-3 week review period
- h) Mr. Scott – Would parking be for off-peak hours? What is the approval process?

- Mr. Issayans – Yes. There would be a general approval process → metered parking spaces would be handled by the Revenue Authority.
- i) Mr. Baker – Impact from stadium events?
  - Mr. Issayans – yes, no parking would be allowed during stadium events.
- j) Mr. Robinson – Read comments e-mail by absent Board member Dr. Harrell (see attachment for text)
- k) Mr. Issayans – R-O-W dedication was not part of original application → developer must build. Bus shelter is coming.
  - Harry S. Truman is the other green street → not as challenging because it is a “1-way-pair”
- l) Nellvenia Johnson – Was DPW&T an active participant in the Largo Town Center Sector Plan process?
  - Mr. Issayans – Vic Weissburg participated
  - Nellvenia Johnson – Seems complete streets is an afterthought (in DPW&T’s processes), it was a focus of the sector plan process.
  - Mr. Issayans – Retro-fits are very difficult → R-O-W is limited and regulations are restrictive
  - Nellvenia Johnson – we need everyone involved in the planning process to inform conversations
  - Mr. Issayans – we have been engaged
- m) Mr. Renninger – comfortable with the Harry S Truman extended?
  - Mr. Issayans – very involved and supportive of project
- iv. Nellvenia Johnson opened the discussion pertaining to permitting issues expressed by LENNAR at the previous Development Board meeting.
  - a) DPIE representatives present expressed that they are from the wrong department to answer questions relating to buildings and that they will get back to the Board with answers at a later date.

### **III. Next Steps**

- i. Next Board meeting is September 21<sup>st</sup> at 6:00pm

### **IV. Adjourn**

- i. Meeting Adjourned

Comments from Dr. Harrell:

Hello all - my father has had a medical emergency and I will not be able to attend today's meeting in person.

I do approve of the minutes from the last meeting, and I would like to offer a few comments now for the discussion - if possible, I would like these read into the record and have our speakers respond:

The geographic area that this board covers suffers from a distinct lack of on-street parking. For visitors of the apartments and condominiums along Lottsford Road, there is no option other than parking on the properties, and our properties have limited capacity.

At the same time, there appears to be capacity along the major roads through the areas, particularly Lottsford Road and Arena Drive. From a resident's perspective, on-street parking will help the transition of the area from standard suburban to more of a transit-oriented area. Parking would provide more of a buffer to pedestrians who are walking along the sidewalks in the area, protecting them from fears of collisions with motorists traveling at speed. The roadways appear to have the width to support parking, and traffic flow rarely requires the capacity that we currently have. It is reasonable to assume that we may need limitations during stadium events and rush hour, but we cannot continue to view this as a standard suburban area and achieve the vision of residents or the community plans that have been developed.

Transit advocates generally promote less parking as a way to encourage people to use the trains and buses, and I would agree that parking minimums for developers in the area should be set at a level that supports that vision. However, the complete lack of on-street parking, the poor lighting, and the wide roadways make the entire area less friendly to pedestrians and limit the ability of people from outside the neighborhood to visit. Similarly, bike lanes would provide a space for bicyclists and more sidewalks in the area and other features could support pedestrians.

Ideally, this area would be the best of suburban transit-oriented development - it would allow people to visit by bus, train, car, walking, or bicycle. That is what leads to my request that we support the Complete Streets-style vision embraced by the plans for the area. We should support each mode of transportation.

What are the barriers to adding in on-street parking, bike lanes, more lighting and sidewalks? Is there anything that this board can recommend to remove barriers or address issues that may exist?

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If we know the time of the Complete Streets/ Parking discussion, I may be able to participate for that segment via cell phone - as one of the members who recommended this discussion and I regret that I cannot take part in person.

Thanks -

Rodney Harrell



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6th Meeting  
September 21, 2015  
6:00 p.m. – 8:00 p.m.

## **AGENDA**

### **I. Welcome and Approval of Meeting Minutes**

- Chair Enor Williams

### **II. Draft Largo Town Center Development Board Bylaws**

- Leroy Maddox - Legislative Officer for County Council

### **III. Presentation on Detailed Site Plan #15029 (8800 Lottsford Road)**

- Mr. Gary Michael or Mr. Jeff Ludwig of NAI Michael
- Mr. Ken Dunn of Soltesz - Civil Engineer
- Arthur J. Horne Jr., Esq. of Shipley & Horne P.A. - Legal Representation

### **IV. Next Steps**

### **V. Adjourn**



## **MEETING MINUTES**

### **Largo Town Center Development Board**

County Administration Building, Room 2027

14741 Governor Oden Bowie Drive

Upper Marlboro, MD

Monthly Meeting: September 21<sup>st</sup>, 2015

6:00pm – 8:00pm

**Member Attendees:** Enor Williams, Vanessa Akins, Kenneth Baker, Dr. Rodney Harrell, Larry Hentz, Nellvenia Johnson, Louise McNairn, Charles Renninger, Kelvin Robinson.

Quorum Achieved

**Staff Attendees:** Jackie Brown, Barbara Stone, Jordan Exantus, Leroy Maddox, Karen Zavakos.

**Other Attendees:** Lavinia Baxter (on behalf of David Iannucci), Arthur Horne – Shipley & Horne P.A., Ken Dunn – Soltesz, Jeff Ludwig – NAI Michael, Derick Berlage – The Maryland National Capitol Park and Planning Commission (M-NCPPC), Jim Coleman – Economic Development Corporation (EDC), John Mason – EDC.

**Absent:** Armin Groeschel, David Iannucci, Donny James, John Lupo, Andrew Scott, Mark Wasserman.

In order according to the agenda:

#### ***I. Welcome and Approval of Meeting Minutes - Chairman Enor Williams***

- i. The meeting was called to order by Mr. Williams.
  - a) Attendees were asked to introduce themselves for the benefit of new Board members;
  - b) Meeting minutes were approved unanimously;
  - c) Agenda items were re-ordered on behalf of the presenters for Item III.
    - Item II (Bylaws) switched with Item III (DSP – 15029).

#### ***II. Presentation on Detailed Site Plan (DSP) #15029 (8800 Lottsford Road)***

- i. The presentation on DSP #15029 (8800 Lottsford Road) project was introduced by Mr. Arthur J. Horne Jr., Esq. of Shipley & Horne P.A.
  - a) Existing building in Largo Town Center.
    - Warehouse/Retail uses for furniture business;
    - Built in 1997 → zoned Employment and Institutional Area (EIA) at time;
    - Rezoned to Mixed-Use-Infill (MUI) under the Morgan Blvd/Landover Plan;
    - The 2013 Largo Town Center Sector Plan maintained the MUI zoning and established an overlay zone to promote transit oriented development surrounding the metro station (property located in the “TOD Core” area);
    - Filing DSP to get legal incorporation of warehouse as accepted use.
  - b) The County Council does not want to hurt existing businesses/employers in the area through zoning.
  - c) Due to the legal non-conforming use status of the property, the current owner can't borrow money from the bank to make any improvements to the property.

- The current owner is having difficulty selling the building for this reason;
- The bank wants confirmation that there won't be any issues with non-conforming status – filing DSP to satisfy the bank and prospective buyer(s).

ii. Discussion

- a) Mr. Coleman – The EDC wants to support business and create jobs. This site generates \$24 million/year in sales and employs 65 people.
- b) Mr. Williams – Will the business be the same after sale?
  - Mr. Horne – Yes, owner will remain on property and introduce additional tenant;
  - Mr. Ludwig – Over time, the business model has changed due to the prevalence of direct shipments. Therefore, less space is required to run the current business. In the past, the business stored furniture for the federal government. The federal government is no longer warehousing furniture. Currently, the applicant is pursuing a preferred vendor application with Prince George's County.
- c) Mr. Renninger – The community initially supported the existing business, however:
  - The 2013 Largo Town Center Sector Plan designated this area as part of the “TOD Core” which allows specific kinds of uses → (pg. 131) warehouses are a prohibited use and the existing structure does not conform to current design standards;
  - There are several large residential/mixed-use developments in the area so other uses would be more appropriate.
- d) Mr. Harrell – Agreed with Mr. Renninger and stated that the vision for the community features amenities and buildings which support new and existing residents.
- e) Mrs. Johnson – Question – Is this process similar to ATAPCO?
  - Mrs. Zavakos – Yes, DSP seeks to amend overlay zone as long as does not impair sector plan;
  - Mrs. Johnson – is the DSP site specific or would this allow warehousing in other areas?
  - Mrs. Zavakos – Site specific – must not “significantly impair” desired environment. Burden would be on the applicant to show conformity to (The Largo Town Center) plan vision;
  - Mr. Renninger – ATAPCO property was NOT in the TOD Core, buildings were designed to fit with the surrounding structures, and uses were limited and restricted to indoors only so a passerby could not tell what was happening inside.
- f) Mr. Horne – Understanding of the community sentiment, but the market drives development.
  - Owner does mixed-use development and may repurpose building in the future;
  - Current development in area is absorbing demand for new; residential/mixed-use development jeopardizing owner ability to do business
  - Things don't change overnight.
- g) Mr. Williams – What is the scale of the proposed downsizing?

- Mr. Ludwig – showroom could be reduced by 30%, warehouse is 70,000sf, only need about 35,000sf;
  - Loan has matured, in order to refinance you need an appraisal. Because warehouse is not an allowed use it affects the value and ability to refinance;
  - Owner wants to improve business;
- Dr. Harrell – Is this the only option?
- Mr. Ludwig – Best option for owner is to sell the building and reduce the size of current use. An office retrofit was explored, but the dimensions of the building don't support that option. Looked at demolition and rebuild as residential, but there are concerns about absorption of residential demand from multiple existing residential project in the area. High-density residential is also cost prohibitive. Non-conforming use is encumbered by inability to finance.

h) Dr. Harrell – Residents want to achieve (The Largo Town Center Sector Plan and Sectional Map Amendment) vision ASAP – accepting this DSP would prolong the process.

i) Mrs. Akins – What is the new use and how many jobs would be created?
 

- Mr. Coleman – To be determined.

j) Mrs. Zavakos – Applicant wants to add use → case is pending before planning board. The board can have a person of record could file testimony for or against the application.

k) Mr. Williams – 50% of this project is an unknown use.
 

- Mrs. Zavakos – retail and industrial uses → does this not compromise vision of sector plan?

l) Mr. Renninger – ATAPCO provided specific uses → this applicant has not provided any detailed information.
 

- Mr. Horne – Use is warehouse → no specific tenant has been identified yet

m) Mr. Dunn – What happens if DSP is unsuccessful?
 

- Mr Horne – There is potential for foreclosure, bankruptcy, loss of jobs and vacancy, etc.

n) Mrs. Zavakos – There are a range of options: approval, denial, or approval with conditions. It may make sense to condition use.
 

- Mr. Horne – Conditions are problematic when dealing with financiers;
- Mr. Renninger – Can you condition use through sector plan amendment?
- Mrs. Zavakos – This is not SMA approval, it is piecemeal process, similar to overlay zoning;
- Mr. Renninger – Can we get a legal opinion about possibilities?
- Mrs. Zavakos – Can condition site plan approval;
- Mr. Renninger – Can you put time restrictions?
- Mrs. Zavakos – Would caution against that.

o) Dr. Harrell – What is the question before us today? Are they (applicant) seeking support or are they seeking additional recommendations?
 

- Mr. Horne – Seeking support. The market will ensure desired development in the future;

- Mr. Coleman – Why let a good business fail?
- Mr. Williams – (to Mrs. Zavakos) Do we as a Board vote or take a position?
- Mrs. Zavakos – Formulate feedback and put comments in writing.

p) Mr. Ludwig – Bank debt matures on December 10<sup>th</sup> (deadline).

- Mrs. Akins – Does the Board develop a position statement and submit to the planning board prior to taking this item up? What is the deadline for submission?

q) Mr. Renninger – Motion to table until next meeting – asked legal counsel to look at options (approval vs. conditions vs. denial) based on sector plan goals and provide opinion to the Board prior to the next meeting.

- Mrs. Zavakos – The Largo Development Board position is one of support or not?
- Mr. Renninger – I'm inclined to say no, but seeking clarification → would like the board to circulate feedback/comments prior to next meeting.

r) Mrs. Johnson – Want to be fair, but not thoroughly supportive of policy → how do we make distinction?

- Dr. Harrell – No is neutral or could say something negative.

s) Mr. Coleman – The current owner is unaware of zoning changes.

t) Motion seconded – McNairn

u) Mr. Williams – Will circulate comments internally based on comments from legal counsel.

- Mrs. McNairn – Timeframe?
- Mr. Williams – 1 week

### **III. Draft Largo Town Center Development Board Bylaws**

- i. Mr. Maddox initiated the draft bylaws discussion by asking Board members to deliver comments and suggested revisions to the document as presented.

a) Mr. Renninger – not aware of term-limits in the CR-32 legislation. Why would we limit them administratively (since board is appointed by council)?

- Mr. Maddox – no language doesn't mean it doesn't;
- Mr. Baker – the board does its own bylaws;
- Dr. Harrell – who would appoint new members?
- Mr. Renninger – Term limits, as written, are problematic because term limits would eliminate membership all at once, it's not staggered;
- Mrs. Johnson – Council should have input on term limits;
  - Mr. Renninger – Council deals with resignation and new members.

b) Mr. Renninger – why are we including a provision for advisory members? (suggested change or removal of language)

c) Mr. Baker – concerning the Authorization section – why would we recuse ourselves (since the board is advisory)?

d) Mr. Renninger – how are we going to deal with public input?

- Dr. Harrell – put a time limit on public comments and have them sign-up in advance.

e) Mrs. Johnson – table issue until the new draft is complete (Mr. Renninger 2<sup>nd</sup>).

f) Dr. Harrell – what are the actions the board can make when facing issues?

- Mr. Renninger – Article II. A covers board responsibilities;
- Dr. Harrell – How? What is the process?
- Mr. Renninger – language should be relatively vague because several different types of issues will come before the board, don't want to limit capacity (of board);
- Mrs. Johnson – what is the process for consensus building? By letter? How does the board interact?

g) Mrs. Akins – Bylaws are procedural and should be clear and concise.

h) Mr. Maddox – I will address revision of sections in question (Article I, Article III. A, etc.)

- Mrs. Akins – asked that Board members please submit your comments/revisions to the Bylaws as soon as possible in order to be discussed at the next meeting.

#### ***IV. Next Steps***

- i. Next meeting? → October 19th – 3:00pm

a) Mrs. Akins – There is an Urban Land Institute (ULI) Technical Advisory Plan (TAP) being initiated for Largo Town Center.

- Mrs. Johnson – We should be involved in the ULI TAP process;
- Mrs. Akins – The Planning Department will be bringing in ULI national leaders to provide further recommendations as to the development of the Largo Town Center area, it will not re-plan the area. It should be as “ground-up” as possible and include the Board in its process;
- Mrs. Johnson – They will be interviewing close to 100 stakeholders → please provide suggestions for key stakeholders.

b) Mr. Renninger – A few board members toured the Tapestry project, it is a very nice development, something Largo residents can feel proud of.

- Mrs. Akins – It was a very nice tour and representative of the community desire for the area;
- Mr. Williams – any updates on the on-street parking issue?
  - Mrs. Johnson – (LENNAR) traffic study is ongoing.

c) Mr. Renninger – food-truck hub legislation was amended, Largo is no longer considered as a suggested site.

#### ***V. Adjourn***