

## MEMORANDUM

TO: City Council

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

SUBJECT: *Status Report*

DATE: March 1, 2018

### *Status Report*

1. Contract Street Tree Planting – Emerald Ash Borer Program

The adopted FY18 budget has appropriated \$75,000 towards contract tree removal, stump removal and replacement tree planting within the City right-of-ways and facilities. In FY17, the City piggybacked on an existing Montgomery County contract with Ashton Manor Environmental, Inc. with satisfactory results. That contract has been renewed by Montgomery County as #1040207 for "Tree Planting and Landscaping Services". All terms and conditions of the previous contract remain in place. Sufficient funds remain in the FY18 budget to contract with Ashton Manor to plant and maintain 85 new street trees for the City at a cost of \$29,151.

As provided by Section 62 of the City Charter, this will serve as the required seven (7) day notice of intent to issue a purchase order to Ashton Manor Environmental, Inc. in the amount of \$29,151 for these services.

2. Candidate Forum Broadcast

All five candidates for the District 2 seat participated in a candidates' forum Tuesday night at the Kenhill Center. The 90-minute forum can be viewed on the City website at [www.cityofbowie.org/viewmeetings](http://www.cityofbowie.org/viewmeetings). It will also be rebroadcast on the government channel (Verizon 10/Comcast 71 & 996) on March 2, 6, and 9 at 7 pm. The forum was sponsored by the Bowie Lion's Club Green Expo Group. Approximately 150 residents were in attendance.

3. Stakeholders Meeting – Melford Retail Village East Detailed Site Plan

A Stakeholders Meeting was held on Tuesday, February 27<sup>th</sup> regarding a Detailed Site Plan (DSP) for proposed retail development in the Melford Town Center. About 13 residents attended the meeting. A detailed memo summarizing this meeting is attached. Upcoming City public hearing dates and times are: Bowie Advisory Planning Board, Wednesday, March 14<sup>th</sup> at 7 P.M.; City Council, Monday, March 19<sup>th</sup> at 8 P.M.

ADL/lfr  
Attachment



# City of Bowie

15901 Excalibur Road  
Bowie, Maryland 20716

## MEMORANDUM

TO: City Council

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

SUBJECT: Stakeholders Meeting  
Detailed Site Plan  
Retail Village East at Melford Town Center

DATE: March 1, 2018

---

On February 27, 2018, a Stakeholders Meeting regarding the above referenced Detailed Site Plan (DSP) application was held. A total of 13 stakeholders attended the meeting.

The applicant, St. John Properties, Inc., is proposing to construct approximately 58,000 sq. ft. of retail/commercial space in five buildings on 6.32 acres in Melford Town Center. Specifically, the subject acreage is located at the future intersection of Melford Boulevard and East-West Boulevard, and will be adjacent to the existing City stormwater management (SWM) pond to the north, and the recently approved multi-family building ("The Aspen") to the northeast.

Mr. Robert Antonetti, attorney for the applicant, introduced the development team and provided a brief history of Melford and the University of Maryland Science and Technology Center. The subject DSP is the third recent one in Melford. Two of the five buildings proposed by this DSP will be "purpose-built" buildings, whose specific users are to be determined. A DSP for those two buildings will be the subject of a future DSP revision.

Mr. Antonetti introduced two of the project architects, who further described the project, noting that the alignment and positioning of the five buildings are trying to create a village feel and respect the building elements of the historic Melford House. In that regard, efforts are being made to match the brick and white trim proposed on the retail buildings with those features on the Melford House. Approximately 309 off-street and on-street parking spaces are proposed, along with wide sidewalks along the northwestern side of East-West Boulevard. Street trees, decorative street lighting, street furniture and planter boxes will line the future roadway as well. A gazebo is proposed to overlook the SWM pond, and will be connected to the pond by an improved, ADA-compliant path. A landscaped sitting area is proposed on the southeastern side of East-West Boulevard. Four sided architectural treatments (the use of materials, massing and colors) will be used on the buildings. These buildings will also have the appearance of being two-story structures; the second story will help to conceal roof-mounted HVAC equipment.

Stakeholders Meeting  
Detailed Site Plan  
Retail Village East at Melford Town Center

Questions raised by stakeholders included:

- Who will be the prospective tenants? (**Response:** While the applicant is discussing the proposed space with various potential tenants, possibilities include uses such as a dry cleaners, a neighborhood grocery, convenience-related uses and a large upscale restaurant.)
- Why is so much parking proposed? (**Response:** The proposed parking is based on County requirements, as well as taking advantage of shared trips within the project. A traditional commercial zone, such as the C-M (Commercial Miscellaneous) zone, where the Bowie Gateway Center is, would require more parking spaces. The parking proposed meets the minimum parking for the M-X-T (Mixed Use – Transportation Oriented) zone.)
- How many retail shops are expected? (**Response:** That will depend on the interest and types of users and how much area each tenant needs. Approximately 1,600 sq. ft. would be about the smallest area for an individual tenant. There could be potentially 10 tenants in the two smallest buildings. Three of the retail buildings are envisioned to be “spec” buildings, while one building will be a single tenant, and the remaining building could house one or two restaurants.)
- Why are retail uses being located in Melford? (**Response:** Melford will not contain a regional shopping center component or big box stores, similar to those existing in the Bowie Town Center and the Bowie Gateway Center. The retail uses proposed in Melford will be convenience uses, geared more for existing employees and future residents.)
- When is construction on these buildings anticipated to begin? (**Response:** This depends on the length of the County review process. Rough grading of the site could begin in the spring of 2019.)
- Is this entire project already completely approved? (**Response:** No. While the overall Conceptual Site Plan and Preliminary Subdivision Plan have been approved, the DSPs for specific uses and buildings have not been approved. Melford Town Center is being repositioned as a mixed use project to increase occupancy and a variety of uses, as permitted through the M-X-T zoning on the property. Single use projects struggle these days.)
- When will the residential assisted living and hotel buildings, currently under construction, be completed? (**Response:** The Thrive and Marriott buildings should both be completed in late fall of this year.)
- When will the pedestrian bridge to the Belair community be completed? (**Response:** There is no pedestrian bridge either approved or being built. A sidewalk pedestrian connection to Belair will be constructed, which will allow Melford and Levitt Bowie to be linked. The County Zoning Ordinance requires that Melford provide a pedestrian/bike connection to outlying areas.)

**Stakeholders Meeting  
Detailed Site Plan  
Retail Village East at Melford Town Center**

- Will there only be one access point into/out of Melford? (**Response:** The Melford project has the approval of the County Fire Marshall to proceed with the existing ingress/egress.)
- Will the traffic circles remain? (**Response:** The existing circles will remain until traffic signals are warranted. Thereafter, the circles will be removed and replaced with signalized intersections.)
- The rent for the Aspen multi-family building seems to be high. (**Response:** The rents in the Aspen are competitive for wrap residential buildings in the Washington, D.C. region.)

The DSP for the Retail Village East project will be heard by the Bowie Advisory Planning Board on Wednesday, March 14<sup>th</sup> at 7 P.M., and by the City Council on Monday, March 19<sup>th</sup> at 8 P.M.