



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL**

**UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET**

7:30 p.m.

August 15, 2016

MINUTES

Mayor Len Carey had a personal emergency and Councilmembers appointed Mr. Alvarez to begin the Council meeting. Mayor Carey arrived at 8:15 p.m.

1. CALL TO ORDER: Mr. Alvarez at 7:30 p.m.

Present: Mr. Thompson, Mr. Hess, Ms. Verrill, Mr. Caskey, Mr. Alvarez
Absent: None
Excused: Mr. Gekas, Mr. Cron

2. PLEDGE OF ALLEGIANCE was led by Mr. Thompson.

3. APPROVAL OF THE AGENDA

Moved by: Mr. Thompson **Seconded by:** Mr. Caskey
Yea: 5 **Nay:** 0 **Abstain:** 0

4. PERMITS

**A. ZONING VARIANCE APPEAL NO. V-81-16
(Melissa Ho and Alexander Williams, 6503 Queens Chapel Road) Ward 2**

Motion: To approve submission of a letter of support prepared by the Mayor for a variance of 4 feet from the rear yard 20 foot depth/width requirement in Zoning Ordinance Section 27-442(e) (Table IV) for the rear addition and a variance of 4.5 feet from the 60 foot front street line setback requirement of Zoning Ordinance Section 27-442(i)(Table VIII) and a waiver of the rear yard location requirement, for an accessory building (shed) on the premises known as Lot 7, Block 9 and Section Two at 6503 Queens Chapel Road.

The Council finds that the following Zoning Ordinance criteria have been met:

(1) A specific parcel of land has exceptional narrowness, shallowness, or shape, exceptional topographic conditions, or other extraordinary situations or conditions;

(2) The strict application of this Subtitle will result in peculiar and unusual practical difficulties to, or exceptional or undue hardship upon, the owner of the property; and

(3) The variance will not substantially impair the intent, purpose, or integrity of the General Plan or Master Plan.

Moved by: Mr. Hess
Yea: 5

Seconded by: Mr. Thompson
Nay: 0 **Abstain:** 0

B. BUILDING PERMIT APPLICATION TO REPLACE WALKWAY AND INSTALL DRAIN CHANNEL ON DRIVEWAY (Robert Tyler of 6828 Pineway) Ward 5

Motion: To approve the request for a building permit to replace 3' x 30' walkway and install drain channel on the driveway located on Lot 31 & 32 and Block E at 6828 Pineway.

Moved by: Mr. Caskey
Yea: 5

Seconded by: Mr. Hess
Nay: 0 **Abstain:** 0

Mayor Len Carey arrives and joins the meeting.

5. CONSENT AGENDA

Motion: To approve the following consent agenda item.

Moved by: Mr. Thompson
Yea: 5

Seconded by: Mr. Alvarez
Nay: 0 **Abstain:** 0

BLOCK PARTY/STREET CLOSURE 4400 BLOCK OF SHERIDAN STREET (Saturday, September 24 from 4:00 p.m. - 10:00 p.m.) Ward 1

The police department has been notified and supports this request.

6. PUBLIC COMMENT

- A resident on Underwood Street strongly requested the support of the Council with the removal of a tree on Underwood Street which she believes is a safety concern for life and for property. Branches have randomly broken off the tree and in April a very large branch struck a woman who is still suffering from the accident. A dateline of events involving the tree and photos were distributed to the Council.

A Councilmember recommended that this issue be added to the agenda of the Council Committee on Police, Traffic and Public Safety. Mayor Carey encouraged Councilmembers to go by and look at the tree.

7. NEW BUSINESS

A. AUDIT CONTRACT FOR THE TOWN OF UNIVERSITY PARK

Motion: To authorize a contract with Lindsey & Associates, LLC to perform the FY2016 audit at a cost of \$7,850, subject to approval by the Town Attorney.

Moved by: Mr. Alvarez **Seconded by:** Mr. Hess
Yea: 5 **Nay:** 0 **Abstain:** 0

B. TURN THE TOWNS TEAL-OVARIAN CANCER AWARENESS RESOLUTION

Motion: To approve 16-R-05 to bring awareness to Town residents about Ovarian Cancer.

Moved by: Mr. Hess **Seconded by:** Mr. Thompson
Yea: 5 **Nay:** 0 **Abstain:** 0

8. APPROVAL OF MINUTES: July 11, 2016

Moved by: Mr. Alvarez **Seconded by:** Ms. Verrill
Yea: 5 **Nay:** 0 **Abstain:** 0

9. APPROVAL OF MINUTES: July 25, 2016 as amended.

Moved by: Mr. Thompson **Seconded by:** Ms. Verrill
Yea: 4 **Nay:** 0 **Abstain:** 1 (Caskey)

10. DEPARTMENT AND COUNCIL REPORTS

Motion: To reinstate the Mayor’s Report to its original place on the agenda.

Moved by: Mr. Hess **Seconded by:** Ms. Verrill
Yea: 5 **Nay:** 0 **Abstain:** 0

A. MAYOR’S REPORT

- Mayor Carey proposed contracting with the Novak Consulting Group to work on a strategic plan that will include values, goals and action items. The plan is to have a retreat to include the Mayor, Council and staff beginning on Friday 3:00-9:00 p.m. and ending on Saturday 8:00-3:00 p.m. November 18-19, 2016 is a possible date for the retreat.
- The Town has updated the phone system. Council members now have voice mail. Training will be available.
- New email addresses for Council members are now active. At the September 12 Council meeting the technician will be present to explain the new system.
- Encouraged all elected officials to participate in the Prince George’s County Municipal Association (PGCMA) meetings.
- Mayor Carey has been appointed to the Maryland Municipal League Legislative Committee.
- The Maryland Municipal League fall conference is scheduled for October 13-15 at Solomon’s Island. Registration is open for those interested.

B. COUNCIL REPORTS

- **Police, Traffic and Public Safety - Mr. Alvarez**

The next meeting is scheduled for Wednesday, August 31, 2016 at 7:00 p.m.

- **Development Overview Committee - Mr. Hess**

Thanked the Mayor and Town Attorney for sending the letter concerning Module 1 of the Prince George's County Zoning Ordinance Rewrite.

Mayor Carey explained that the Town's testimony on stormwater was part of the record but was not considered at the last public hearing.

C. REPORT FROM THE TOWN ATTORNEY ~ *Suellen Ferguson*

- **7-Eleven**

Riverdale Park decided not to file an appeal. University Park chose to follow Riverdale Park's decision.

D. REPORT FROM THE TOWN CLERK ~ *Tracey Toscano*

- The new email system can be installed onto iPhones and instructions were distributed. Installation instructions for those with Android phones will follow in early September.

E. REPORT OF THE TOWN TREASURER ~ *Dan Baden*

- July 2016 Treasurer's Report was distributed.

F. REPORT ON POLICE DEPARTMENT ACTIVITIES ~ *Chief Wynnyk*

- July 2016 Crime Report was distributed.
- The speed sign has been placed on Van Buren Street.
- The Code Enforcement Officer has sent out 112 rental applications.

G. REPORT ON THE DEPARTMENT OF PUBLIC WORKS ~ *Michael Beall*

- The new Historic District street signs have been ordered.
- There is an ongoing maintenance problem with the Queens Chapel Road tennis courts. There is water coming up through the asphalt and causing the surface coating to crack and buckle. Currently waiting on an estimate to repair the problem.
- Mr. Beall agreed to provide a statement for the Police, Traffic and Public Safety Committee from the Town Arborist regarding the tree on Underwood Street.
- The mosquito trap data is showing higher numbers in the traps compared to the last couple of years.

11. ADJOURNMENT by consent at 9:40 p.m.

Submitted by: _____
Lenford C. Carey, Mayor