MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
WILL BE HELD AT
UNIVERSITY PARK TOWN HALL
6724 BALTIMORE AVENUE
7:30 p.m.
March 16, 2020
REGULAR SESSION

In light of the Coronavirus and the closing of public schools, Council will meet at Town Hall. We ask all residents and guests to participate via conference call at (859) 799-9966. Residents will have the opportunity to speak during Public Comment - agenda item #6. During that time if you would like to make a comment, please state your name and Mayor Carey will call on you to speak. All public comment will be limited to three minutes.

A closed session has been called – see agenda item 10.

1. **CALL TO ORDER:** ***Mayor Carey***

Present:	Brosch	**Absent:**	Brosch
	Schultz		Schultz
	Morrissey		Morrissey
	Verrill		Verrill
	Caskey		Caskey
	Wells		Wells
	Stephen		Stephen

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF THE AGENDA**

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

4. **CONSENT AGENDA**

Motion: To approve the following consent agenda item (see next page).

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

A. BUILDING PERMIT APPLICATION TO REMOVE EXISTING PATIO AND CONSTRUCT NEW PATIO
(John Rzasa, 6703 Queens Chapel Road) Ward 3
To remove existing patio and construct a new 20'x 14' patio, located on Lot 14 & part of 13, Block 16 and Section 3 at 6703 Queens Chapel Road.

5. PERMITS

A. BUILDING PERMIT FOR A SECOND STORY ADDITION AND A DECK WITH STEPS (Matthew and Lisa Beckman, 4305 Sheridan Street) Ward 1

Motion: To consider a building permit for a 5'x 16.4' second story addition and a 16.08'x 12.96' deck with steps located on Lot 15 and part of 14, Block 4, and Section 1 at 4305 Sheridan Street.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

B. LITTLE FREE LIBRARY AT WELLS PARKWAY AND CHANSORY LANE

To accept the proposal of the University Park Civic Association and permit the installation of a fourth Little Free Library on public land and:

- That the Council approve the site requested by the UPCA and recommended by the Director of Public Works at the intersection of Wells Parkway and Chansory Lane, such site to be specifically located by the Town, and;
- That the Council request that the University Park Civic Association pay for the creation of such a Little Free Library, and coordinate its stocking with appropriate books and continuing operation, and;
- That the Council request that the Town maintain the Little Free Library structure itself where the need for such maintenance is indicated by the University Park Civic Association, and;
- That this arrangement may be ended or altered at the convenience of the Town at any time, and;
- That the existing agreement between the Town and the University Park Civic Association be amended to include the fourth location appended with signatures.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

6. PUBLIC COMMENT

7. NEW BUSINESS

A. EMERGENCY FY2020 BUDGET TRANSFER TO PURCHASE COMPUTERS

Motion: To override Council policy and amend fiscal year 2020 budget to transfer $4,000 from General Government line item 6103-01, *Administrative Expenses* to General Government line item 6110-01, *Small Equipment* for the purchase of 4 new laptops to allow all department heads the capability to work from home in the case of an emergency.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

B. CONTINUITY OF TOWN OPERATIONS

Discussion of continuity of Town operations and governance, including Council meetings, due to the Coronavirus disease (COVID-19).

8. APPROVAL OF MINUTES: *March 2, 2020*

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

9. DEPARTMENT AND COUNCIL REPORTS

A. MAYOR'S REPORT

B. COUNCIL AND COMMITTEE REPORTS

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

D. REPORT FROM THE TOWN CLERK ~ *Andrea Marcavitch*

10. CLOSED SESSION

A. CLOSE OPEN SESSION AND ENTER INTO CLOSED SESSION

Motion: To adjourn the public meeting and enter Closed Session to consult with Counsel to discuss (I) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluations of appointees, employees, or officials over whom it has jurisdiction; or (II) any other personnel matter that effects one or more specific individuals. The Council will not be returning to Open Session.

Moved by: **Seconded by:**

Yea: **Nay:** **Abstain:**

11. ADJOURNMENT

Agenda Item 4A
Rzasa Building Permit Application

Building Permit Application

♦The Town of University Park ♦

An incorporated municipality in Prince George's County, Maryland
Town Hall, 6724 Baltimore Avenue, University Park, Maryland 20782
***Phone**: (301) 927-4262 **Fax**: (301) 277-4548 **Email:** townhall@upmd.org*

For Office Use Only
Ward # 3 Date Received: 3/10/20
Permit Application: Approved [ ]
Rejected [ ]
Check #470 Cash Amt.: 10.00
Permit Number: _____
Date Issued: _____

Name of Applicant(s): John Rzasa

Telephone Number: [redacted] Home [redacted] Cell

Work: [redacted] Email: [redacted]

Street Address of Property: 6703 Queens Chapel Road

Lot Number: 14 Block Number: 16 Section Number: 3

Person/Company Doing the Work: Jopal Construction, Inc.

Address/Phone: 5621 Griffith Farm Road, Rockville MD, 20855 301-674-3888

Signature of Property Owner: [signature] Date: 3/6/20

Description of Work

Check all that apply:

[ ] **Fence**: Height: _____, Material: _____, Style: _____

[ ] **Outbuilding**: Dimensions: _____, Height at Apex: _____

Materials: _____

[X] **Other**: (*Please Specify*):

Dimensions: 20' x 14' , Height at Apex: 0'

Materials: Concrete, brick

Please Specify Reason for Structure: replace back patio with smaller one

[ ] **POD or Dumpster** (check one) Unit will be placed on the property: _____ or on the street: _____

Dates the unit will be delivered: _____ picked up: _____

Permit and Non-Refundable Filing Fee Paid **($10 + 10% of County permit fee (if applicable))**= $ 10

Caution: *To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.*

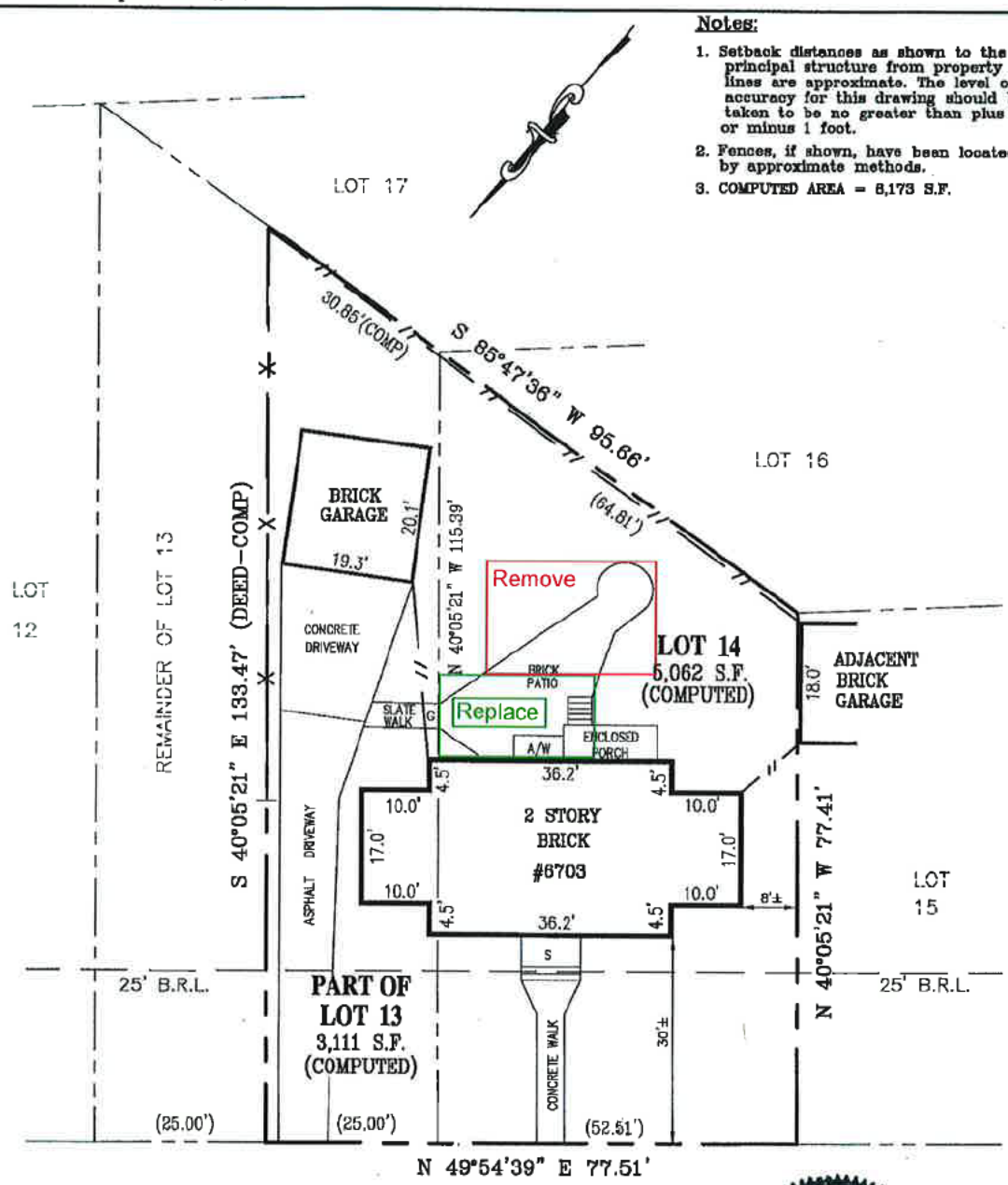
Revised 5/2012

CONSUMER INFORMATION NOTES:

1. This plan is a benefit to a consumer insofar as it is required by a lender or a title insurance company or its agent in connection with contemplated transfer, financing or re-financing.
2. This plan is not to be relied upon for the establishment or location of fences, garages, buildings, or other existing or future improvements.
3. This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing.
4. Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.
5. No Title Report furnished.

Notes:

1. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 1 foot.
2. Fences, if shown, have been located by approximate methods.
3. COMPUTED AREA = 8,173 S.F.



QUEENS CHAPEL ROAD

(UNIVERSITY DRIVE PER PLAT)
(72' R/W PER PLAT)

STATE OF MARYLAND
KEITH W. LEU
No 592
REGISTERED
PROPERTY LINE SURVEYOR

LOCATION DRAWING
LOT 14 & PART OF LOT 13
SECTION THREE
UNIVERSITY PARK
PRINCE GEORGE'S COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE	REFERENCES		
"THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD. EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION."	PLAT BK. 3 PLAT NO. 16	SNIDER & ASSOCIATES LAND SURVEYORS 20270 Goldenrod Lane, Suite 110 Germantown, Maryland 20876 301/948-5100 Fax 301/948-1286	
MARYLAND PROPERTY LINE SURVEYOR REG. NO. 592 Expires: 04-07-2019	LIBER 12537 FOLIO 150	DATE OF LOCATIONS	SCALE: 1" = 20'
		WALL CHECK:	DRAWN BY: K.D.S.
		HSE. LOC.: 01-15-18	JOB NO.: 18-00087

Agenda Item 5
Beckman Building Permit Application

Building Permit Application

◆The Town of University Park ◆

An incorporated municipality in Prince George's County, Maryland
Town Hall, 6724 Baltimore Avenue, University Park, Maryland 20782
***Phone:** (301) 927-4262 **Fax:** (301) 277-4548 **Email:** townhall@upmd.org*

For Office Use Only
Ward # 1 Date Received: 3/9/20
Permit Application: Approved [ ]
Rejected [ ]
#845
Check/Cash Amt.: $170.63
Permit Number: _____
Date Issued: _____

Name of Applicant(s): Matthew Beckmann

Telephone Number: [redacted] Home [redacted] Cell

Work: [redacted] Email: [redacted]

Street Address of Property: 4305 Sheridan Street

Lot Number: 15 (and part of 14) Block Number: 4 Section Number: ONE

Person/Company Doing the Work: Springbrook Home Improvements

Address/Phone: 8670 Reservoir Rd, Fulton, MD 20759/ph. 301-604-6909

Signature of Property Owner: M C Beck Date: 3/6/20

Description of Work

Check all that apply:

[ ] **Fence**: Height: _____, Material: _____, Style: _____

[ ] **Outbuilding**: Dimensions: _____, Height at Apex: _____

Materials: _____

[✓] **Other**: *(Please Specify)*: kitchen expansion on 1st level + bathroom addition on 2d story w/a deck

Dimensions: 150 square feet (SF) Height at Apex: 23' 3"

Materials: wood frame with composite siding

Please Specify Reason for Structure: Renovating 1,114 SF of existing space and adding 150 SF. Adding master bath on 2d floor; extending/renovating kitchen + bath on 1st floor; and finishing portion of basement. Also building new 12' x 15' deck.

[ ] **POD or Dumpster** (check one) Unit will be placed on the property: _____ or on the street: _____

Dates the unit will be delivered: _____ picked up: _____

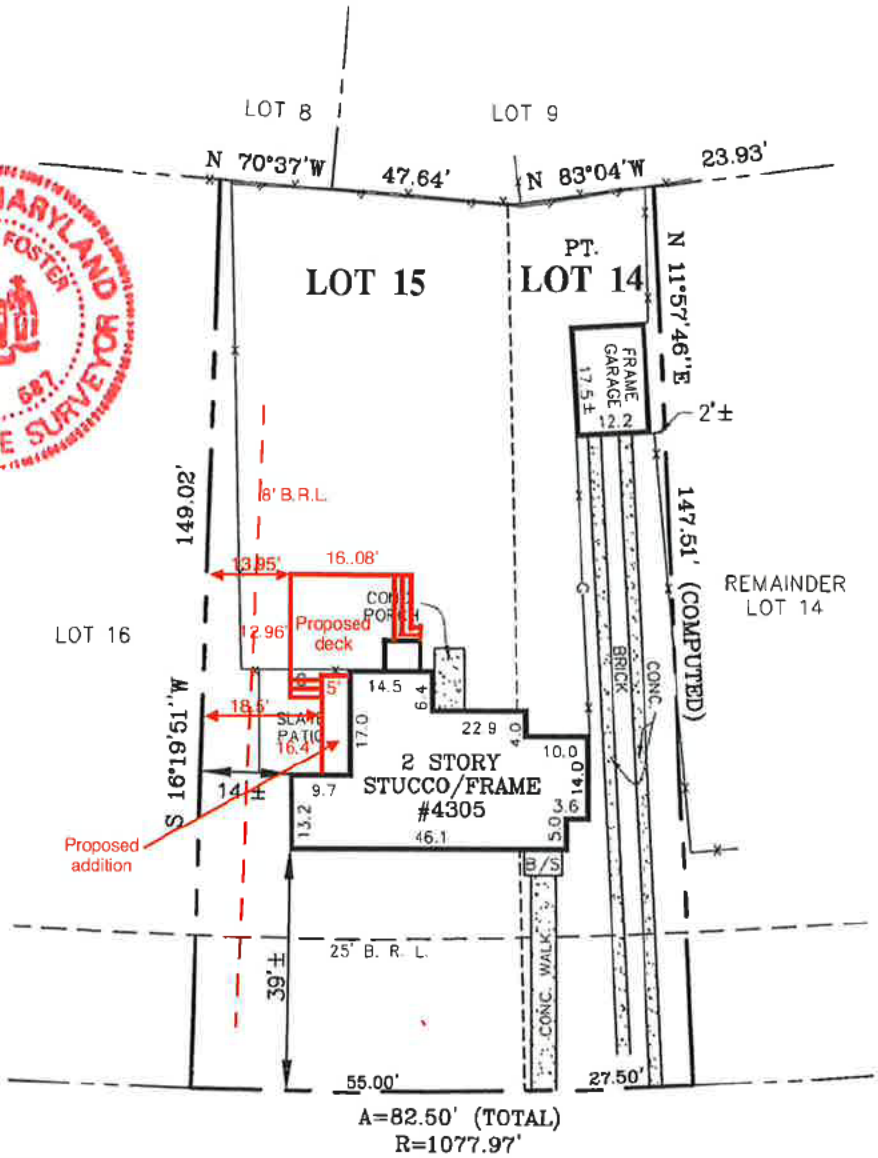
Permit and Non-Refundable Filing Fee Paid **($10 + 10% of County permit fee (if applicable))**= $ 170.63

Caution: *To begin construction before a permit has been issued and prominently displayed for inspection at the construction site is a clear violation of municipal law.*

Revised 5/2012

CONSUMER INFORMATION NOTES:

1. This plan is a benefit to a consumer insofar as it is required by a lender or a title insurance company or its agent in connection with contemplated transfer, financing or re-financing.
2. This plan is not to be relied upon for the establishment or location of fences, garages, buildings, or other existing or future improvements.
3. This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing.
4. Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.
5. No Title Report furnished.



STATE OF MARYLAND
JEFFREY A. FOSTER
REG. NO. 587
PROPERTY LINE SURVEYOR

Notes

1. Flood zone "C" per H.U.D. panel No. 0025C.
2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 2 feet. Fences, if shown, have been located by approximate methods.
3. Total area = 11,466 S.F.
4. *No Property Corners Confirmed.*

LOCATION DRAWING

LOT 15 AND PART OF 14, BLOCK 4
SECTION ONE
UNIVERSITY PARK
PRINCE GEORGE'S COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE	REFERENCES		
"THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD. EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION."	PLAT BK. 2	SNIDER & ASSOCIATES SURVEYORS – ENGINEERS LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 216 Gaithersburg, Maryland 20879 301/948-5100. Fax 301/948-1286	
Jeffrey A. Foster	PLAT NO. 69		
MARYLAND PROPERTY LINE SURVEYOR REG. NO. 587	LIBER	DATE OF LOCATIONS	SCALE: 1" = 30'
	FOLIO	WALL CHECK:	DRAWN BY: P.Y.
		HSE. LOC.: 09-21-06	JOB NO.: 06-6812

305 SHERIDAN ST HYATTSVILLE 20782 CASE NUMBER : 2244-2020-00

PRINCE GEORGE'S COUNTY

PERMIT

UANCE DATE : Mar-06-2020

EXPIRATION DATE :

DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT PERMITTING CENTER
9400 PEPPERCORN PLACE, 1st FLOOR, LARGO, MD 20774 (301) 883-5900

PROPERTY OWNER

isa and Matthew Beckmann
305 Sheridan ST
niversity Park, MD 20782 (571) 256-9450

OCCUPANT

isa and Matthew Beckmann
305 Sheridan ST
Jniversity Park, MD 20782 (571) 256-9450

CONTRACTOR

Springbrook Home Improvements
8670 Reservoir RD
Fulton, MD 20759 (301) 604-6909
LICENSE NUMBER: 29392

ARCHITECT

Jon Reinard
6719 44th AVE
University Park, MD 20782

PE OF PERMIT : **DPIE RGUW**
ORK DESCRIPTION : **5'x16.4', 2 story-addition, 16.08'x12.96' deck w/ steps & interior renovation. Finish basement for better utility.**
ISTING USE : **Single Family Residential**
E (MNCPPC ZONING) : **DWELLING/SINGLE FAMILY DETACH, DECK**
BDIVISION : **UNIVERSITY PARK**

/NERSHIP :			HEIGHT FT :	28			ELECTRICITY :	
BER :	00000		WIDTH FT :	5		500	CENTRAL A/C :	
LIO :	000		DEPTH FT :	17	OCCUPANCY LOAD :		ELEVATOR :	
/ACCT NO :	19	/ 2143394	NO STORIES :		SITE CERTIFICATE :		ESCALATOR :	
T :			DWELL UNTS :		STRUCTURE CERT :		BASEMENT :	
OCK :	4		PARKING SP :	0	SEWER :	WSSC	BOILER NUMBER :	
X MAP :	042		LIVE LOAD :		WATER :	WSSC	CBCA :	N
D :			USE GROUP :	R-3	HEATING :		HISTORICAL :	N
EC EXCEPT :			TYPE CONST :	5A	PARCEL :		SIGN NUMBER :	

nditions

ust comply with Sec. 27-420. Fences and walls. Please note: Except for fences less than four (4) feet in height, fences not requiring a permit, and fences on land assessed as ricultural uses, all structural support (vertical posts and horizontal rails) shall face the interior of the subject lot.
outlined in County Code Subtitle 4-111 no work shall be performed during the hours of 9:00 p.m. to 7:00 a.m., unless work is performed pursuant to Section 4-120 of this Subtitle.
ly the Licensed Contractor or Homeowner, named on the Permit as contractor, is permitted to perform the scope of work on the permit at the address specified.

U MUST COMPLY WITH MUNICIPAL, HOMEOWNER/CIVIC ASSOCIATION AND LOCAL COVENANTS. A FINE MAY BE IMPOSED IF CONSTRUCTION IS BEGUN WITHOUT REQUIRED APPROVALS

IS PERMIT IS VOID SIX (6) MONTHS FROM DATE ISSUED IF CONSTRUCTION HAS NOT STARTED, HAS BEEN SPENDED OR DISCONTINUED UNLESS OTHERWISE INDICATED

Melinda Bolling

Melinda Bolling

SPECTION AREA :

INSPECTION APPROVALS

BUILDING INSPECTOR	HEALTH	ELECTRICAL	PLUMBING	FIRE MARSHALL
PPROVED :				

Successful Payment Receipt

Please print this receipt for your records

Remittance ID:	h0vhpmlizu5hzsbcinov3g0m
Received:	March 06, 2020 11:35AM EST
Permit Number:	2244-2020-00/DPIE RGUW
Telephone Number:	3016999808
Amount:	$1,606.25
Service Fee:	$1.49
Service Fee Type:	Dual Transaction
Total Amount:	$1,607.74
Transaction Type:	Debit
Check Information:	Personal Account Type: Checking Account Number: *****8257 Routing Number: 314074269 Name on Account: MATTHEW BECKMANN
Billing information:	Address Line 1: 4305 Sheridan Street Country: United States City: HYATTSVILLE State: Maryland ZIP Code: 20782

Please be advised that payments may take up to 2 business days to post.

Click here to process another payment.

Beckmann Addition

4305 Sheridan Street
University Park, MD 20901

First Floor: Addition to include Kitchen extension & renovation and new Bath 1. New deck. Renovated space to include Mudroom and new basement stair. Convert existing Den to Bedroom 3.
Second Floor: Addition to include new Master Bath and Bath 2.
Basement: Finish portion of existing Basement.

Jon Reinhard
Architect, AIA
6719 44th Avenue
University Park, MD
20782
301.437.2436
jonreinhard@mac.com

PROJECT INFO:

EXISTING HOUSE: Two story plus Basement & Unfinished Attic single family home constructed in 1928. Stucco on frame walls. Poured concrete foundation walls.
SCOPE OF WORK:
First Floor: Addition to include Kitchen extension & renovation and new Bath 1. New deck. Renovated space to include Mudroom & new basement stair. Convert existing Den to Bedroom 3.
Second Floor: Addition to include new Master Bath and Bath 2.
Basement: New conditioned crawl space. Finish portion of existing Basement.

ADDRESS:	4305 Sheridan Street University Park, MD 20782
LOCATION:	Lot 14 and part of 14, Block 4, Section One, University Park Plat Book 2, Plat No. 69
LOT AREA:	11,466 SF

ZONING:

Zone R-55

SETBACKS:	ALLOWED:	PROPOSED:
FRONT:	25'	39.7'
SIDE:	8'/ 17'	13.95'/ 14.67'
REAR:	20'	66.58'

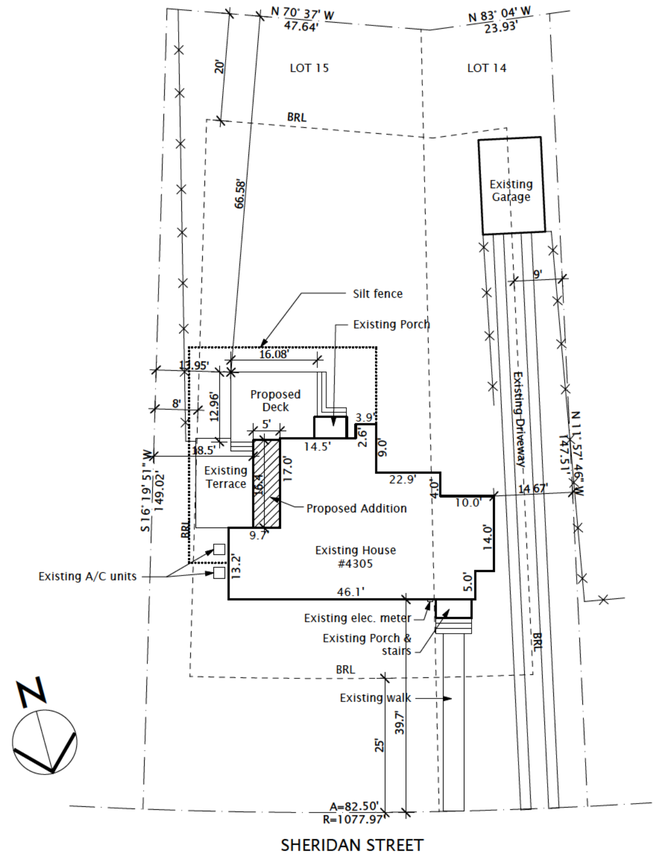
	ALLOWED:	EXISTING:	PROPOSED:
MAX ROOF HEIGHT:	35'	27'-8"	23'-3"
LOT COVERAGE:	30%	14%	15%

EXISTING LOT COVERAGE CALCULATION:
Lot area: 11,466 sf
Max lot coverage: 30% (includes structures under roof & driveway)
Existing House & covered porches: 1,183 sf
Existing detached garage: 205 sf
Existing Driveway: 215 sf
Total Existing Lot Coverage: 1,603 sf/ 11,466 sf = 14%

PROPOSED LOT COVERAGE CALCULATION:
Proposed Addition: 82 sf
Total Proposed Lot Coverage: 1,603 sf existing + 82 sf proposed = 1,685 sf
1,685 sf/ 11,466 sf = 15%

SQUARE FOOTAGE:

	EXISTING	RENOV.	ADDED:	TOTAL: Exist. + Added
BASEMENT FLOOR AREA:	975 SF Unfinished	532 SF	0 SF	975 SF
FIRST FLOOR AREA:	1,102 SF	502 SF	82 SF	1,184 SF
SECOND FLOOR AREA:	866 SF	80 SF	68 SF	934 SF
ATTIC FLOOR AREA:	0 SF	0 SF	0 SF	0 SF
TOTAL FLOOR AREA:	2,943 SF	1,114 SF	150 SF	3,093 SF



Site Plan
1" = 20'

Surface Materials

Brick - Running
Ceramic Tile - Size Varies
Block - Running
Stone Tile - Size Varies
Parged Concrete
Flagstone Irregular
Shingles/ Shakes
Flagstone Random Rectangular
Metal Roof
Wood Floor/ Siding
Slate Roof
Stone Veneer
Marble/ Granite

Section Materials

Brick
Earth Undisturbed
Poured Concrete
Earth Backfill
CMU
Steel
Rubble Stone
Finish Wood
Fire Brick
Plywood
Finish Stone/ Slate
Dimensional Lumber
Wood Blocking

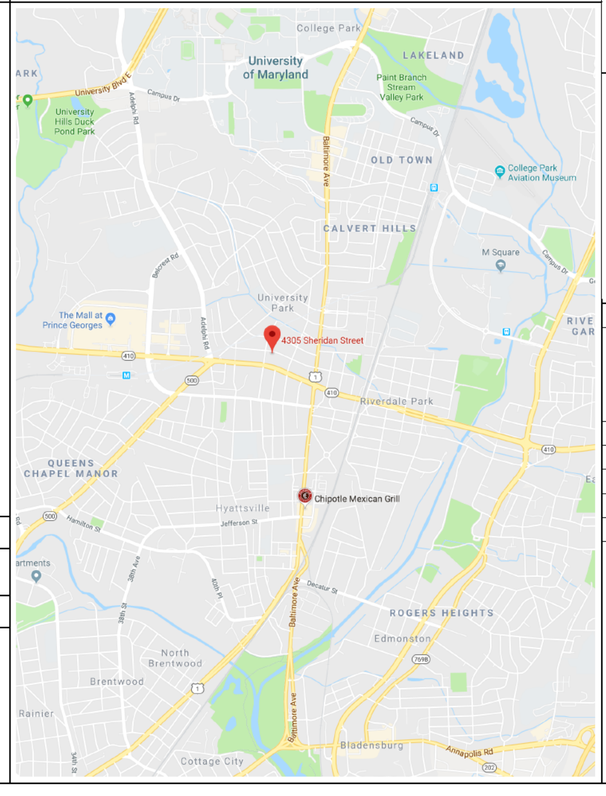
Drawing Symbols

Building Section (1 / A2-3; DRAWING / SHEET)
Building Elevation (1 / A2-1; DRAWING / SHEET)
Wall Section/Detail (1 / A3-1; DRAWING / SHEET)
Interior Elevation (1 / 2 / 3 / 4 / A5-1; DRAWING OF FACING WALL / SHEET)
Roof Slope (12 RUN / 8 RISE)
Level Elevation: Section/Elevation (TOP OF PLATE 0'-2 1/2")
Level Elevation: Plan (8'-0")
Revision
Window
Door
Structure Member
Footing, Keynote

Drawing List

T1 Cover
T2 General Notes
T3 Schedules
T4 Insulation
D0 Basement Demolition Plan
D1 First Floor Demolition Plan
D2 Second Floor Demolition Plan
D3 Front & Right Demo Elevati...
D4 Rear & Left Demo Elevations
A1-0 Basement Plan
A1-1 1st Floor Plan
A1-2 2nd Floor Plan
A1-3 Roof Plan
A2-1 Front & Right Elevations
A2-2 Rear & Left Elevations
A2-3 Building Sections
A2-4 Building Sections
A2-5 Stair Section
A3-1 Wall Sections
A3-2 Construction Details
E0 Basement Elec Plan
E1 1st Floor Elec Plan
E2 2nd Floor Elec Plan
S0 1st Floor Framing Plan
S1 2nd Floor Framing Plan
S2 Roof Framing Plan

Vicinity Map



Project Team

ARCHITECT:
Jon Reinhard, Architect, AIA
6719 44th Avenue
University Park, MD 20782
301-437-2436

GENERAL CONTRACTOR:
Springbrook Home Improvements
8670 Reservoir Road
Fulton, MD 20759
301-604-6909
MHIC 29392

STRUCTURAL ENGINEER:
William Siegel, PE
WS Engineering
7011 Wells Parkway
Hyattsville, MD
240-277-2256

Applicable Code

2015 International Residential Code

Utilities

Electric: PEPCO overhead service.

Natural gas: Washington Gas

Water & sewer: WSSC

Beckmann Addition
4305 Sheridan Street
University Park, MD
20782

5 March 2020

Construction Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

Cover

T1

Residential Code Notes

1. All construction shall be in conformance with the International Residential Code (IRC), 2015 Edition, as amended by Prince Ge rge's County Executive Regulation. All chapters, tables, sections, figures, and appendices referenced within are from IRC. This document contains items often written on approved plans and is provided for convenience only. It is not intended as a substitute for the code or all of its provisions.

2. The residential construction design parameters are as follows:

GROUND SNOW LOAD	WIND SPEED	SEISMIC DESIGN CATEGORY	SUBJECT TO DAMAGE FROM				WINTER DESIGN TEMP.	ICE SHIELD UNDERLAY MENT REQUIRED	FLOOD HAZARDS	AIR FREEZING INDEX	MEAN ANNUAL TEMP.	SOIL BEARING CAPACITY (ASSUMED)
			WEATHERING	FROST LINE DEPTH	TERMITE	DECAY						
30 PSF	90 MPH 3 sec gusts	B	SEVERE	30 in.	MODERATE TO HEAVY	SLIGHT TO MODERATE	13 F	YES	JULY 2, 1979	300	55 F	1,500 PSF

1. TABLE R301.5. Minimum design live load values shall conform to the following values:

TABLE R301.5
MINIMUM UNIFORMLY DISTRIBUTED LIVE LOADS
(IN POUNDS PER SQUARE FOOT)

USE	LIVE LOAD
Attics With Storage (b)	20
Attics Without Storage (b)	10
Decks (e)	40
Exterior Balconies	60
Fire Escapes	40
Guardrails and Handrails (d)	200
Guardrails In-Fill Components (f)	50
Passenger Vehicle Garages (a)	50 (a)
Rooms Other Than Sleeping Rooms	40
Sleeping Rooms	30
Stairs	40 (c)

a. Elevated garage floors shall be capable of supporting a 2,000-pound load applied over a 20-square-inch area.

b. No storage with slope roof not over 3 units in 12 units.

c. Individual stair treads shall be designed for the uniformly distributed live load or a 300-pound concentrated load acting over an area of 4 square inches, whatever produces the greater stresses.

d. A single concentrated load applied in any direction at any point along the top.

e. See Section R502.2.1 for decks attached to exterior walls.

f. Guard in-fill components (all those except the handrail), ballusters and panel fillers shall be designed to withstand a horizontally applied normal load of 50 pounds on an area equal to 1 square foot. This load need not be assumed to act concurrently with any other live load requirement.

GENERAL NOTES

01 General
1. Project documents.
   A. ypes o documents.
      1. Large- ormat drawing sheets bearing the name o the Architect and Project, and the notation "Construction Set or "Revision [# . Sheets bearing the notations, "Permit Set , "Not or Construction , "Preliminary , "Pricing , or "Schematic shall not be used or construction.
      2. Speci ications bearing the notation, "Construction Speci ications . Preliminary and other speci ications shall not be used or construction.
      3. Supplemental drawing sheets bearing the name o the Architect, Project, and the notation "SK-[# . Such drawings become part o the Project Documents as they are issued.
      4. Schedules o inishes, ixtures, doors, windows, and other manu actured products, which may be issued as part o any o the above documents.
      5. Any work done rom out o date documents will be solely at the Contractor's risk and expense.
   B. nconsistencies.
      1. Any inconsistencies ound between the drawings and existing conditions, or among the drawings, or between the drawings and the speci ications, shall be reported to the Architect. he Contractor shall not per orm any work a ected in any manner by the inconsistencies until the Architect has clari ied the in ormation. Any work done without such clari ication will be solely at the Contractor's risk and expense. he Architect will resolve the inconsistencies in a timely manner.
   C. Project Document Precedence.
      1. In the event o con licting in ormation within the project documents, the ollowing precedence order shall be ollowed.
         a. Speci ications
         b. Drawings at larger scale
         c. Drawings at smaller scale
      2. Where construction documents speci y more stringent requirements than building code minimums, construction document requirements shall govern.
2. Dimensions.
   A. Columns are dimensioned to centerline.
   B. Wood raming is dimensioned to ace o raming.
   C. Concrete and masonry are dimensioned to ace o material.
   D. Openings are dimensioned to centerline, UNO. See door and window schedules or rough openings and masonry openings i applicable.
3. Existing conditions.
   A. All existing conditions, materials, dimensions and elevations shall be veri ied by the Contractor prior to beginning work.
   B. Extreme care and sa ety measures must be taken by the General Contractor so as not to damage the existing structure in any way. Any damage to the existing structure resulting rom construction work shall be the sole responsibility o the Contractor.
4. Codes and standards.
   A. *International Residential Code for One- and Two-Family Dwellings*, 2015 Edition.
   B. Concrete *ACI 318 Building Code Requirements for Structural Concrete and Commentary* latest edition, o the American Concrete nstitute.
   C. Structural Steel *Code of Standard Practice for Steel Buildings and Bridges*, March latest edition, o the American nstitute o Steel Construction.
   D. Welding *Structural Welding Code – Steel*, latest edition, o the American Welding Society.
   E. Masonry *ACI 530/ASCE 5/ MS 402*
   F. Wood Framing *National Design Specification for Stress-Grade Lumber and Its Fastenings* o the National Forest Products Association, latest edition.
5. Design Loads.
   A. Live loads.
      1. Roo s 30 PSF
      2. Sleeping Rooms 30 PSF
      3. Rooms other than Sleeping 40 PSF
   B. Dead loads Minimum design dead weight o superimposed building materials in accordance with table A1 o the *Minimum Design Loads for Building and Other Structures*, ANS A58.1-82. Dead load not less than 10 PSF.
   C. Wind Speed 90 MPH, 3 second gust.
   D. Seismic design category B.
6. Design Code Notes.
   A. Ceiling Heights
      1. Habitat rooms, hallways, corridors, bathrooms, toilet rooms, laundry rooms and basements shall have a ceiling height o no less than 7 -0 . he required height shall be measured rom the inish loor to the lowest projection rom the ceiling. RC sec. R305. Exceptions 1) Beams and girders spaced not less that 48 on center may project not more than 6 below the required ceiling height. 2) Not more than 50%o the loor area o a room or space is permitted to have a sloped ceiling less than 7 -0 in height.
      2. Any loor area having less than 5 -0 o ceiling height shall not be considered part o the room area and shall not be allowed to have any permanent ixtures or urnishings such as, but not limited to, bathtubs, showers, water closets, sinks, cabinets, counters, and shelves.
   B. Garage loor shall be at least 4 below the adjacent dwelling loor, or a permanent noncombustible liquid-tight curb at least 4 high, shall be on the garage side. Garage shall be provided with minimum 1/2 drywall. A solid wood door 1-3/8 thick or a 20-minute ire-rated door is required, RC §R309.
   C. Egress openings.
      1. Every sleeping room and every habitable room shall have at least one operable window or exterior door opening or emergency escape and rescue. Openings shall have a sill height o not more than 44 above the loor. All emergency escape and rescue openings shall have a minimum net clear opening o 5.7 sq. t., a minimum net clear opening width o 20 , and a minimum net clear opening height o 24 , RC §R310.
      2. All egress doors and windows shall be readily openable rom the side rom which egress is to be made without the use o a key or special knowledge or e ort, RC §R310.1.4.
   D. Stairs.
      1. Stairs shall comply with RC §R311.5, and handrails shall comply with RC §R311.5.6.
      2. reads and risers shall comply with RC §R311.5.3, as amended by Montgomery County Executive Regulation
         a. read 10"min.
         b. Riser 7.3/4" max.
         c. Open risers shall not permit the passage o a 4 diameter sphere.
      3. Headroom Minimum headroom in stairways shall be 6 -8 , as described in RC §R311.5.2.
      4. Under-stair protection Accessible space under stairs shall inished with 1/2 GWB to comply RC §R311.5.
      5. Handrails shall have a minimum height o 34 and a maximum height o 38 measured rom the nosing o the treads, RC §R311.5.6.1.
      6. Illumination nterior and exterior stairways shall be illuminated in compliance with RC §R311.5.7.
   E. Guard railings
      1. Where required Porches, balconies or raised loor sur aces located more than 30 above the loor or grade below and retaining walls with a di erence in grade level on either side o the wall exceeding 4 t. and within 2 t. o a walk, path, parking lot or driveway on the high side shall have guards not less than 36 in height. Open sides o stairs with a total rise o more than 30 above the loor or grade below shall have guards not less than 34 in height, RC §R312.
      2. Opening limitations Required guards as described above shall have intermediate balusters that do not allow the passage o a 4 diameter sphere. Required guards shall not be constructed with horizontal rails or other pattern that results in a ladder e ect. Exception riangular openings ormed by the riser, tread, and bottom rail o a guard at the open side o a stairway are permitted to be o such a size that a 6 diameter sphere cannot pass through. RC §R312.2.
   F. Smoke Alarms.
      1. Smoke alarms shall, at a minimum, be placed in the ollowing locations.
         a. Each sleeping room.
         b. Outside o each separate sleeping area in the immediate vicinity o the bedrooms.
         c. On each additional story, in compliance with RC §R313.2.
      2. nterconnection All smoke alarms in the dwelling shall be interconnected so that activation o one activates all the others, RC §R313.2
      3. Power source Smoke alarms shall be hard-wired, with battery backup, RC §R313.3. Low voltage heat or smoke detection systems require a permit rom the Department o Fire and Rescue Services.
      4. Automatic sprinkler systems RC §R317.3.
   G. Foundations.
      1. Concrete and masonry oundation walls shall comply with RC R404.1. Walls shall be capable o supporting lateral o 40 pc per oot o depth below grade.
      2. Foundation concrete shall comply with RC §R402.2.
      3. Height o walls Concrete and masonry oundation walls shall extend above the inished grade adjacent to the oundation at all points a minimum o 4 where masonry veneer is used and a minimum o 6 elsewhere, RC §R404.1.6
      4. Wood sill plates Wood sill plates shall be pressure-preservative-treated. he minimum width shall be the width o the studs o the rame wall directly above. Sill plates shall be anchored to the oundation with anchor bolts or approved straps spaced a maximum o 4 -0 OC, and shall also be located within 12 rom the ends o each plate section. Bolts shall be at least 1/2 diameter and shall extend a minimum o 7 into masonry or concrete. RC §R403.1.6
   H. Crawlspaces.
      1. Crawlspaces (or "Under-Floor Space) shall comply with RC §R408.
      2. Ventilation.
         a. Minimum net area o ventilation openings shall not be less than 1 square oot per 150 s o crawlspace area.
         b. One ventilating opening shall be within 3 -0 o each building corner.
      3. Access An access opening at least 18 x 24 shall be provided or the crawlspace, RC §R408.4.
      4. All untreated lumber shall be minimum 18 above inished grade, and shall comply with RC §R324.
   . Roo s.
      1. Roo loads shall be transmitted to oundation.
      2. Roo assemblies shall comply with RC Chapter 9.
      3. Roo ventilation and attic access shall comply with RC §R806 and §R807.
   J. Fireplaces, lues, and chimneys.
      1. Chimneys and ireplaces shall comply with RC Chapter 10 and Fig. R1003.1. Flue sizes shall be determined in accordance with Fig. R1001.12.2
      2. Clearance to combustible materials.
         a. Masonry chimneys located within the exterior walls o the building shall have a minimum air space clearance to combustibles o 2 . Chimneys located entirely outside the exterior walls o the building, including chimneys that pass through the so it or cornice, shall have a minimum air space clearance o 1 he air space shall not be illed, except to provide ireblocking in accordance with RC §R602.8 and §R1001.15.
         b. All wood beams, joists, studs and other combustible material shall have a clearance o not less than 2 rom the ront aces and sides o masonry ireplaces and not less than 4 rom the back aces o masonry ireplaces, RC §R1003.12
      3. Ventilation Factory-built or masonry ireplaces shall be equipped with an exterior air supply to assure proper uel combustion, unless the room is mechanically ventilated and controlled so that the indoor pressure is neutral or positive, RC Sec. R1005.
   K. Swimming pools.
      1. All residential swimming pools shall comply with RC Appendix G, and Article 680 o the National Electric Code.
      2. Swimming pool areas shall be enced in compliance with RC §AG105, as amended by Montgomery County Executive Regulation. he minimum barrier height shall be 5 -0 .
   L. Miscellaneous.
      1. Energy e iciency All dwellings shall comply with RC Chapter 11, Energy E iciency. Exception 1-story additions o 200 s or less.
      2. Radon Radon venting is required and shall be installed per RC Appendix F (Radon Control Methods).
      3. Sa ety glass Glass in doors, side lights, tub and shower enclosures, and skylights shall be sa ety glass, RC §R308.4.
7. Manu actured parts All manu actured parts to be installed according to Manu acturers speci ications.

02 Site Work
1. Soil.
   A. Soil bearing capacity minimum requirement 2000 PSF UNO.
   B. Assumed soil equivalent luid pressure 40 PSF.
2. Drainage.
   A. Lot drainage shall comply with RC §R401.3.
   B. Foundation drainage shall comply with RC §R405.1
3. Fill.
   A. Unless otherwise determined by soil engineer, all ill under paving and slab shall be graded mixtures o sand and gravel, well-compacted by appropriate types o compaction equipment in successive layers not greater than 6 thick, to a density not less than 95% o the maximum density at optimum moisture content determined by AS MD-698, the standard Proctor method. Fill material shall be ree rom organic material, trash, muck, concrete, asphalt or other deleterious substances. Prior to placing ill, the existing sur ace shall be cleared o all re use or organic material.
   B. Basement wall shall not be back illed until the irst loor raming is in place and the walls have been braced, RC §R404.1.7
   C. Maximum unbalanced ill or oundation walls shall comply with RC ables §R404.1.1 (1) through (4).

03 Concrete
1. Compressive strength o concrete c 3000 PS , UNO.
2. Concrete ootings.
   A. All ootings shall comply with RC §R403.
   B. All ootings shall be carried to a minimum o 12 into undisturbed, original soil or controlled compacted gravel ill.
   C. Frost depth Bottom o exterior ootings shall be minimum o 24 below inished exterior grade.
   D. Footings shall step when required, at a maximum slope o one unit vertically to two units horizontally. he horizontal distance between steps shall not be less than 16 .
   E. Utility lines passing under ooting shall be protected with concrete cover 9 minimum at sides and bottom o lines and up to bottom o wall or ooting structure.
3. Minimum cover o rein orcing steel.
   A. Slabs and walls at aces not exposed to weather 1 1/2
   B. Columns and bottoms and sides o beams 1 1/2
   C. Bottoms o slabs poured on vapor barrier 1 1/2
   D. All members exposed to weather or back ill 1 1/2
   E. Footings and all members placed against earth 3
4. Slabs.
   A. Concrete slabs-on-grade to be a minimum o 4" thick, rein orced with 6x6-10/10 welded wire abric, placed over a minimum o 4" gravel, RC §R506.2 .
   B. nterior slabs to have 6 mil polyethylene vapor barrier beneath concrete.
5. Miscellaneous.
   A. he Contractor is responsible or providing necessary inserts, sleeves, clips and anchors and miscellaneous devices as may be required or construction. Dimensions and locations o these items shall be veri ied be ore concrete is placed.

04 Masonry
1. Structural masonry construction shall comply with RC §R606.
2. Masonry Veneer.
   A. Masonry veneer construction shall comply with RC §R703.7-8.
   B. Weepholes Maximum weephole spacing shall be 33 OC, and minimum diameter shall be 3/16 .
   C. Weepholes shall be located directly above the lashing, RC §R703.7.6.
   D. Flashing shall comply with RC §R703.8.
   D. Masonry ies Corrugated, hot-dipped galvanized, at maximum 16 OC horizontal and 24 OC vertical.
3. Concrete masonry to have a minimum prism strength o 1000 PS .
4. Masonry mortar to con orm to AS M C270 ype S or oundation walls and ype N elsewhere.

05 Metal
1. Structural Steel.
   A. Structural Steel to have a minimum yield strength o 36 ksi per AS M A36.
   B. All steel columns 3" std pipe sch 40 with 4" long cap, UNO
   C. Use only E70XX welding rod.
   D. Steel Lintels At masonry openings, provide one angle or each 4 o masonry wall as ollows, UNO
      1. Width up to 3 -5 L3 1/2 x 3 1/2 x 1/4 (5/16 or exterior)
      2. 3 -6 to 5 -11 L4 x 3 1/2 x 5/16
      3. 6 -0 to 7 -11 L6 x 3 1/2 x 5/16
      4. Greater than 7 -11 Design required.
2. Rein orcing Steel.
   A. Rein orcing steel to be AS M A615 Grade 60.
   B. Welded wire abric shall con orm to AS M A185-85. Lap the edges o wire abric at least one cell width in each direction. All slabs on grade shall have a minimum o one layer o 6x6 – 10/10welded wire abric at mid-depth, UNO.
   C.
3. Flashing.
   A. Provide metal lashing at all window heads, horizontal window stops, windowsills, at the bottom o all cavity walls and at all other locations recommended by SMACNA.
4. See Architectural drawings or additional miscellaneous metal not shown in structural drawings.

06 Wood & Plastic
2. Framing
   A. General
      1. Stud Walls
         a. Spacing Maximum stud spacing shall be 16 OC.
         b. Plates All stud bearing walls to be provided with 2 continuous top plates and one continuous bottom plate. Splices o top plate shall occur over stud. Splices in the top plates shall be staggered a minimum o 4 -0 . When the top plate o any load bearing wall is cut more than 50% o its width, a galvanized metal tie must be used in compliance with RC §R602.6.1.
         c. Posts Structural posts o multiple studs shall be nailed 24 OC both sides.
         d. Bridging Provide horizontal bridging at mid-height o wall, UNO. Stucco walls shall have bridging at each sheathing joint.
         e. Headers All ramed openings in bearing walls shall have headers as ollows, UNO
            - 2x4 stud walls (2)2x6s
            - 2x6 stud walls (3)2x6s
         . Holes and notches Holes bored in single bearing wall studs shall not exceed 40% o stud width. Holes bored in double bearing wall studs shall not exceed 60% o the stud width. No more than two consecutive studs may be doubled and so bored. Notches in bearing wall studs shall not exceed 25% o stud width. Holes and notches shall not over lap in any stud cross-section. Holes must be at least 5/8 rom either stud edge. RC§602.6.
         g. Fireblocking Shall comply with RC §R602.8.
         h. Bracing Shall comply with RC §R602.10.
      2. Perimeter walls
         a. Continuously sheathed w/ 15/32" APA Rated sheathing per RC§602.10.5 in accordance with method 3 o RC§602.10.3 or designed using the wind load in General / Design Loads above.
      3. Joist Decks
         a. Blocking Shall comply with RC §502.7.1
         b. Openings Shall comply with RC §502.10.
         c. Holes and notches in nominal dimension lumber.
            - Notching depth in the top or bottom o the joists and beams shall not exceed one-sixth the depth o the members and shall not be located in the middle one-third o the span (including birds-mouth cuts)
            - Notch depth at the ends o members shall not exceed 1/4 the depth o the members.
            - he tension side o beams, joists and ra ters o cut inches or greater nominal thickness shall not be notched, except at the ends o members.
            - Holes bored or cut into joists shall not be closer than 2 to the top or bottom o the joists. he diameter o the hole shall not exceed one-third the depth o the joists.
         b. Holes and notches in manu actured lumber or joists Shall comply with Manu acturers speci ications.
         c. wo layers o sheathing shall to be used under all tile and stone loors. Joints shall be staggered.
         d. Dra bstopping Shall comply with RC §R502.12.
         e. Fireblocking Shall comply with RC §502.13.
         . When the loor raming is less than 36 rom the ground, a raming inspection must be requested prior to installing any looring materials.
      5. Roo s
         a. Ra ters 2x10, UNO.
         b. Pre abricated roo trusses to be engineered, abricated, and erected in accordance with RC §802.10, ANS / P 1, and Manu acturer s speci ications.
         c. All roo trusses to be urther attached to wall top plate with Simpson H1 hurricane clips.
      6. Use pressure-preservative-treated wood or nailers, blocking, sleepers, plates, grounds, and all raming in contact with exterior masonry walls, concrete, slabs-on-grade, and elsewhere as indicated or required.
   C. Materials
      4. Lumber All lumber shall be No. 2 SPF, shall have the ollowing minimum properties
         a. Bending stress "Fb 1000 psi or single member use
         b. Bending stress "Fb 1150 psi or repetitive member use
         c. Horizontal shear "Fv 70 psi
         d. Compression perpendicular to grain "Fc 335 psi
         e. Compression parallel to grain "Fc^ 1300 psi
            Modulus o elasticity "E 1,300,000 psi
      5. Laminated Veneer Lumber (LVL) shall have the ollowing minimum properties
         a. Bending stress "Fb 2850 psi
         b. Horizontal shear "Fv 285 psi
         c. Modulus o elasticity "E 1,900,000 psi
      6. Plywood.
         a. Bearing grade/trademark o the American Plywood Association. Span rating as required to suit stud or joist spacing indicated.
         b. Wall sheathing APA rated 1/2 plywood.
         c. Floor sheathing APA rated 3/4" "Stund--Floor plywood, glued and nailed to joists.
         d. Roo sheathing APA rated 5/8 plywood.
      7. Joist and beam hangers shall be sized and installed per manu acturers speci ications.
   D. Execution.
      1. All wood blocking, nailers, etc., shall be attached to steel or concrete raming with power actuated asteners or 3/8 diameter bolts, unless otherwise noted. Fasteners shall be spaced at 24 maximum OC and shall be staggered. Fasteners shall have minimum capacity o 100 pounds in shear and pullout UNO.

07 hermal & Moisture Protection
1. Run exterior perimeter oundation drains to daylight.
2. Provide rubber membrane (Wintergard by Certainteed) under all roo s where slopes are less than 4/12.
3. Exterior oundation walls that retain earth and habitable or usable spaces located below grade shall be waterproo ed with a membrane extending rom the top o the ooting to the inished grade, RC §R406.2

15 Mechanical
1. Heating, Ventilation, and Air Conditioning (HVAC)
   A. HVAC design, equipment, and installation shall comply with RC Part V – Mechanical.
   B. Ventilation.
      1. Bathrooms without windows shall be vented to the outside o the building, RC §R303.3
      2. Clothes dryer exhaust.
         a. Clothes dryer exhaust systems shall be independent o all other systems and shall be vented to the exterior o the building lexible transition duct connectors shall not be concealed within the walls or ceiling, RC § M1501.1.
         b. he maximum length o a clothes dryer exhaust duct not exceed 25 rom the dryer location to the wall or roo termination. he maximum length o the duct shall be reduced 2.5 or each 45-degree bend and 5 or each 90-degree bend, RC §M1501.3
2. Plumbing Plumbing design, equipment, and installation shall comply with RC Part V – Plumbing.

16 Electrical Electrical design, equipment, and installation shall comply with RC Part V – Electrical.

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5 March 2020

Construction Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

General Notes

T2

EXTERIOR DOOR & WINDOW SCHEDULE

Beckmann Addition

1. Provide jamb extensions as required.
3. Sizes shown are unit sizes. Consult manufacturer for rough opening sizes.
4. Insulated Low-e argon gas filled glass.
5. Hardware color TBD.

		Window/ Door							Frame Size					
Qty	Label	Units	Type	Mfr.	Model	Hinge	Lite Cut	Tempered	Width	Height	Finish Mull	Ext.Casing	Location(s)	Note
1	**OO1**	1	Awning	TBD	N/A	N/A	Single lite	N/A	2-10	1-0	N/A	N/A	Basement	Replacement window: GC to verify fit in existing opening
1	**OO2**	1	Awning	TBD	N/A	N/A	Single lite	N/A	2-10	1-0	N/A	N/A	Basement	Replacement window: GC to verify fit in existing opening
1	**OO3**	1	Awning	TBD	N/A	N/A	Single lite	N/A	2-10	1-0	N/A	N/A	Basement	Replacement window: GC to verify fit in existing opening
1	**OO4**	1	Awning	TBD	N/A	N/A	Single lite	N/A	2-10	1-0	N/A	N/A	Basement	Replacement window: GC to verify fit in existing opening
1	**101**	1	Casement	TBD	N/A	R	3W3H	N/A	3-0	4-0	N/A	N/A	Kitchen	
1	**102**	1	Double hung	TBD	N/A	N/A	3W2H/1	N/A	2-0	3-6	N/A	N/A	Bath 1	
1	**103**	1	Entry door	TBD	N/A	R	3W3H	X	2-6	6-8	N/A	N/A	Mudroom	Glass above, Single flat panel below. GC to confirm fit in existing opening.
1	**104**	1	Casement	TBD	N/A	R	3W4H	N/A	2-4	4-6	N/A	N/A	Bedroom 3	GC to confirm fit in existing opening. Egress window.
1	**105**	1	Casement	TBD	N/A	L	3W4H	N/A	2-4	4-6	N/A	N/A	Bedroom 3	GC to confirm fit in existing opening.
1	**201**	1	Casement	TBD	N/A	R	2W2H	N/A	2-0	3-0	N/A	N/A	Master Bath	
1	**202**	1	Casement	TBD	N/A	L	2W2H	N/A	2-0	3-0	N/A	N/A	Bath 2	
1	**203**	1	Casement	TBD	N/A	R	2W2H	N/A	2-2	2-8	N/A	N/A	Playroom	

INTERIOR DOOR SCHEDULE

Beckmann Addition

Solid MDF doors to match existing, 1 3/8" thick unles noted otherwise.
Sizes shown are finish sizes.

Qty	Label	Size (WxH)	Finish/Material	Type	Lite Cut	Location	Hardware	Comments
1	O51	2-6x2-6	Fiberglass	Swing	N/A	Laundry/ Crawl Space	Passage	
1	O52	2-0x6-8	Painted solid MDF	Swing	N/A	Rec Rm/ Storage	Passage	
1	O53	(2) 2-6x6-8	Painted solid MDF	Double swing	N/A	Rec Rm/ Mech Closet	Dummy	
1	O54	3-0x6-8	Painted solid MDF	Swing	N/A	Rec Rm/ Mechanical	Passage	
1	151	2-4x6-8	Painted solid MDF	Swing	N/A	Mudroom/ Bath 1	Privacy	
1	152	2-6x6-8	Painted solid MDF	Swing	N/A	Mudroom/ Stair	Passage	
1	153	2-8x6-8	N/A	Cased opening	N/A	Mudroom/ Kitchen	N/A	
1	154	2-6x6-8	Painted solid MDF	Swing	N/A	Living/ Bedroom 3	Privacy	
1	251	2-4x6-8	Stained wood	Swing	N/A	Stair Hall/ Bath 2	Privacy?	Re-use existing bathroom door
1	252	2-4x6-8	Painted solid MDF	Swing	N/A	Bath 2/ Tub/WC	Privacy	
1	253	2-4x6-8	Stained wood	Swing	N/A	Master BR/ Master Bath	Privacy	Re-use existing closet door

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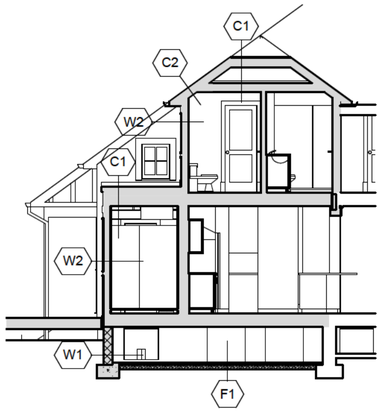
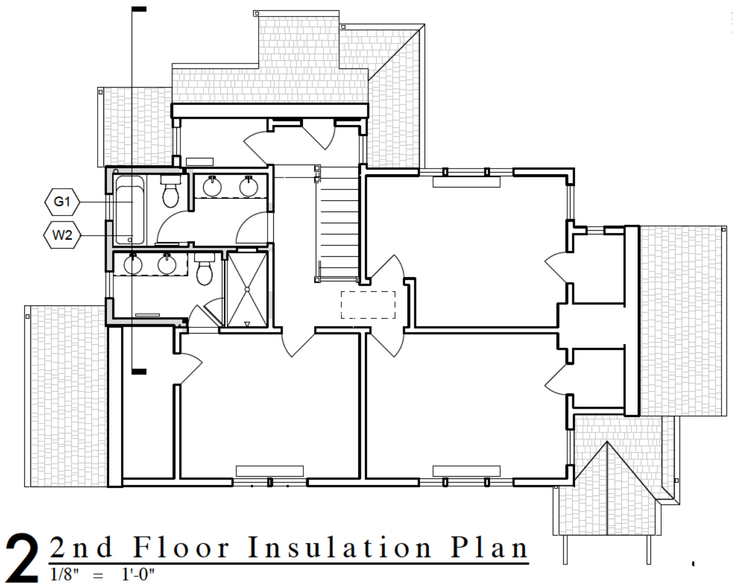
Schedules

T3

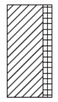
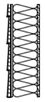
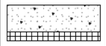
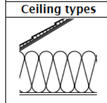
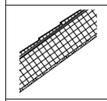


3 Insulation Section
1/8" = 1'-0"



2 2nd Floor Insulation Plan
1/8" = 1'-0"

Insulation Assembly Types

Diagram	Tag	Description	R-value	u-factor	SHGC
Wall Types					
	W1	**8" masonry wall at crawl space**	R-12.5		
		8" solid masonry	2.5		
		2" rigid insulation	10.0		
	W2	**2x6 wood studs with cement board siding**	R-21		
		Cement board siding	0.48		
		1/2" plywood sheathing	1.0		
		2x6 studs with R-19 batt insulation	19.0		
		1/2" drywall	0.45		
Floor Types					
	F1	**Conditioned crawl space slab**	R-11		
		2" concrete slab	1.0		
		2" rigid insulation	10.0		
Ceiling types					
	C1	**Insulated ceiling**	R-50		
		Fiberglass roof shingles	0.45		
		5/8" plywood sheathing	1.0		
		2x6 rafters with R-46 batt insulation	48.0		
		1/2" drywall	0.45		
	C2	**Insulated cathedral ceiling/ roof**	R-21		
		Fiberglass roof shingles	0.45		
		5/8" plywood sheathing	1.0		
		2x6 rafters with R-19 rigid insulation	19.0		
		1/2" drywall	0.45		
Glazing types					
	G1	**Insulated low-e glass in windows & doors**		0.31	0.32

Generated by RES*check-Web* Software

Compliance Certificate

Project Beckmann Addition

Energy Code: **2015 IECC**
Location: **Hyattsville, Maryland**
Construction Type: **Single-family**
Project Type: **Addition**
Orientation: **Bldg. faces 0 deg. from North**
Climate Zone: **4 (4561 HDD)**
Permit Date:
Permit Number:

Construction Site:
4305 Sheridan Street
University Park, MD 20782

Owner/Agent:

Designer/Contractor:
Jon Reinhard
Jon Reinhard, Architect, AIA
6719 44th Avenue
University Park, MD 20782
jonreinhard@mac.com

Compliance: Passes using UA trade-off

Compliance: **3.0% Better Than Code** Maximum UA: **33** Your UA: **32** Maximum SHGC: **0.40** Your SHGC: **0.32**

The % Better or Worse Than Code Index reflects how close to compliance the house is based on code trade-off rules.
It DOES NOT provide an estimate of energy use or cost relative to a minimum-code home.

Envelope Assemblies

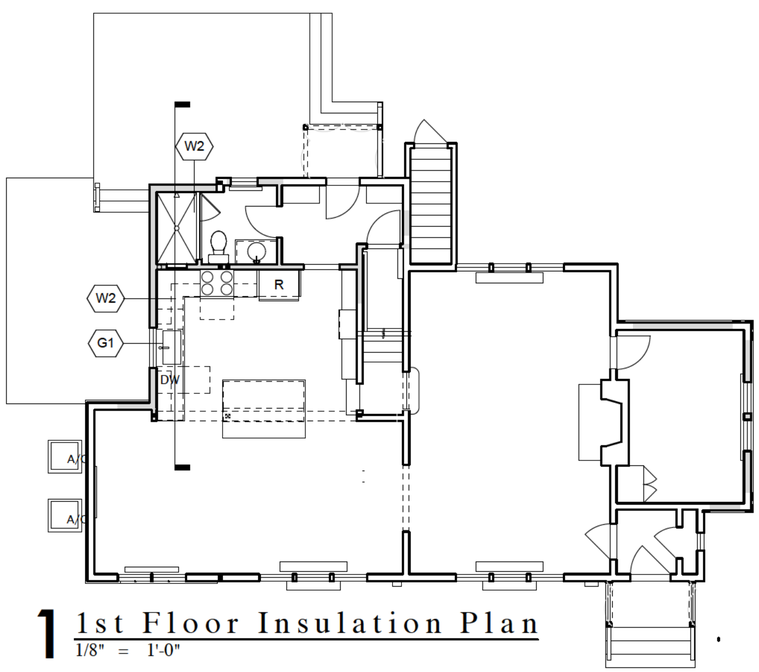
Assembly	Gross Area or Perimeter	Cavity R-Value	Cont. R-Value	U-Factor	UA
Ceiling 1: Flat Ceiling or Scissor Truss	90	50.0	0.0	0.026	2
Ceiling 2: Cathedral Ceiling (no attic)	30	21.0	0.0	0.048	1
Front Wall: Wood Frame, 16" o.c. Orientation: Front	39	21.0	0.0	0.057	2
Left Wall: Wood Frame, 16" o.c. Orientation: Left side	197	21.0	0.0	0.057	10
Window: Wood Frame SHGC: 0.32 Orientation: Left side	24			0.310	7
Rear Wall: Wood Frame, 16" o.c. Orientation: Back	80	21.0	0.0	0.057	5
Crawl: Solid Concrete or Masonry Wall height: 3.0' Depth below grade: 2.0' Insulation depth: 3.0'	80	0.0	12.5	0.066	5

Compliance Statement: The proposed building design described here is consistent with the building plans, specifications, and other calculations submitted with the permit application. The proposed building has been designed to meet the 2015 IECC requirements in RES*check* Version : REScheck-Web and to comply with the mandatory requirements listed in the RES*check* Inspection Checklist.

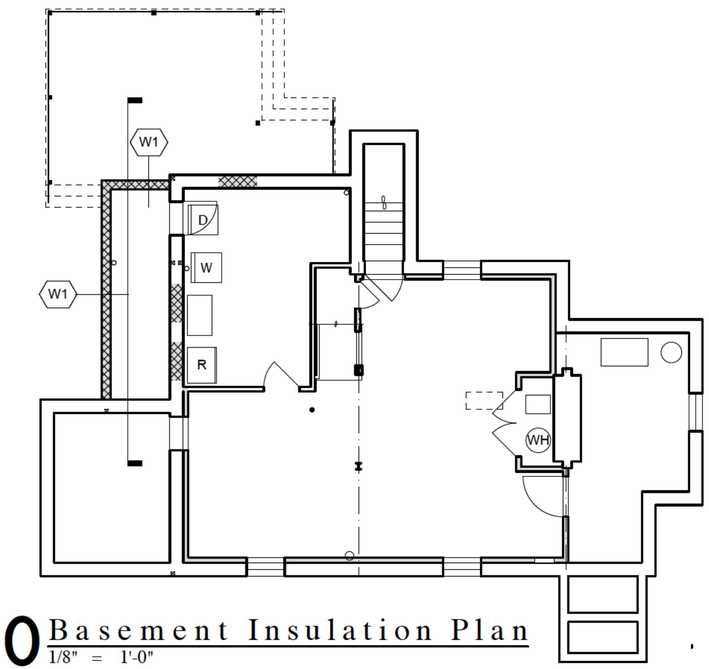
Name - Title _____ Signature _____ Date _____

Project Title: Beckmann Addition
Data filename:

Report date: 01/06/20
Page 1 of10



1 1st Floor Insulation Plan
1/8" = 1'-0"



0 Basement Insulation Plan
1/8" = 1'-0"

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Insulation

T4

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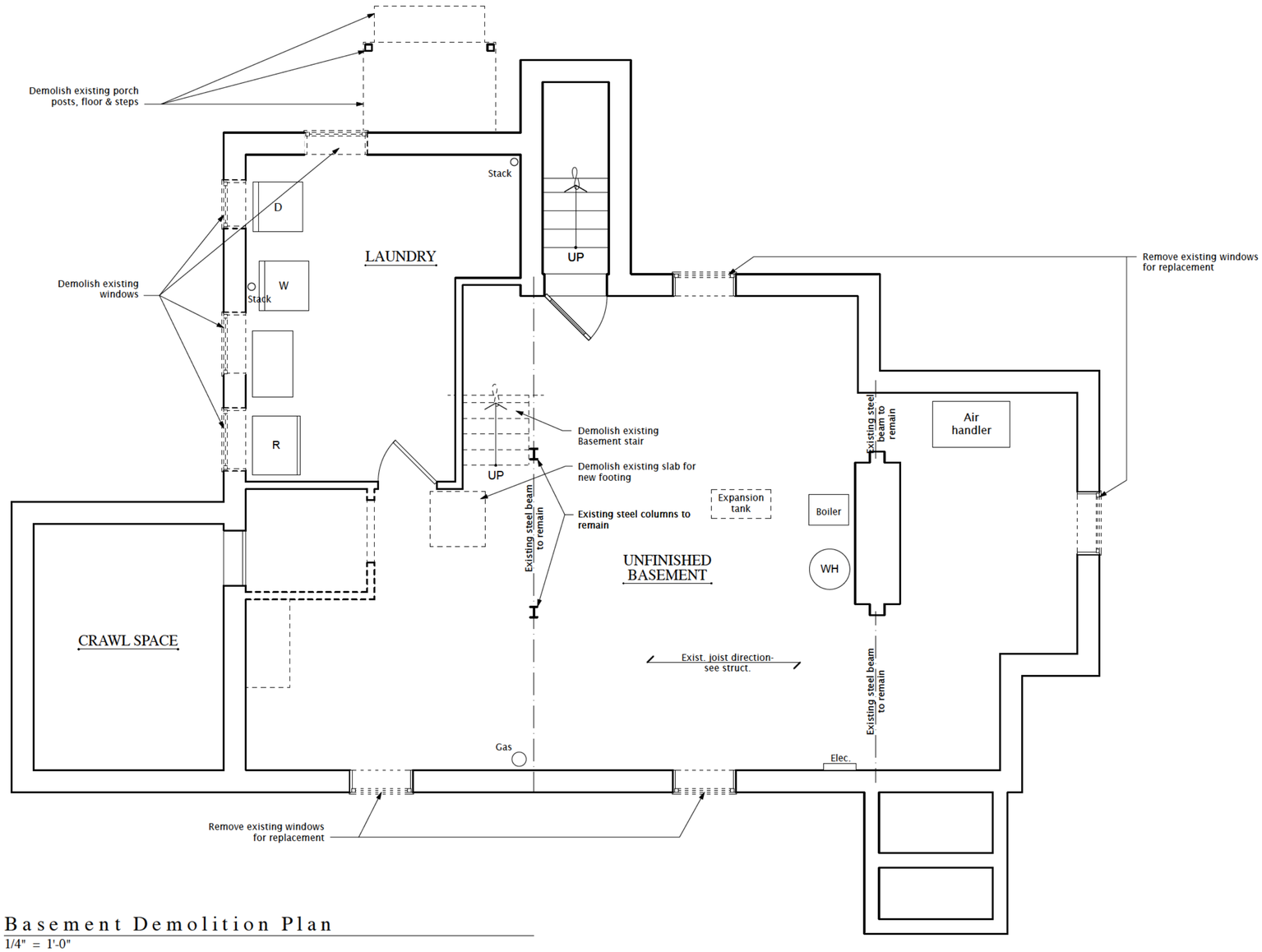

Basement Demolition Plan

1/4" = 1'-0"

DEMO WALL KEY

Existing wall

Demolished wall

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Basement Demolition Plan

D0

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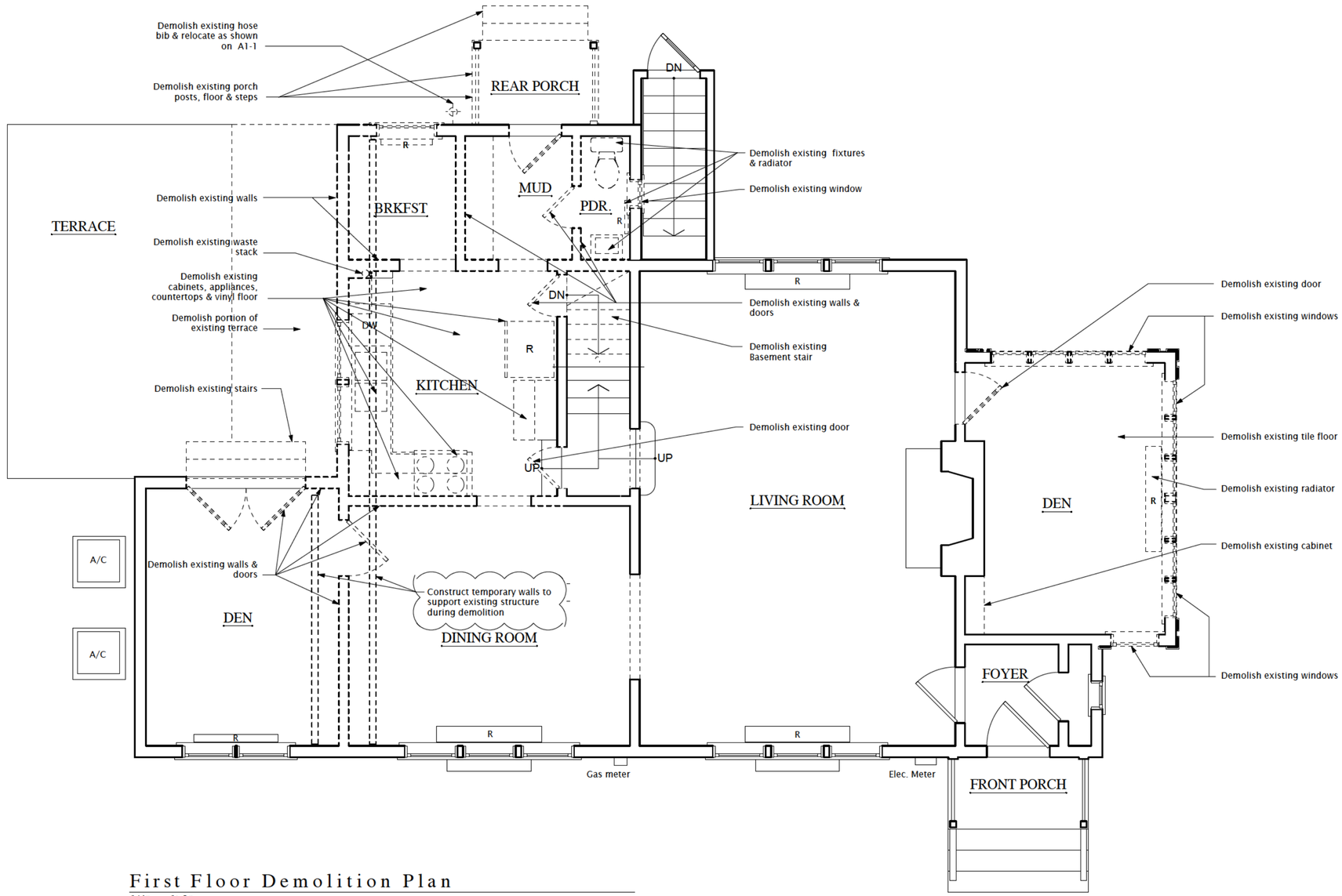

First Floor Demolition Plan
1/4" = 1'-0"

DEMO WALL KEY
Existing wall
Demolished wall

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First Floor Demolition Plan

D1

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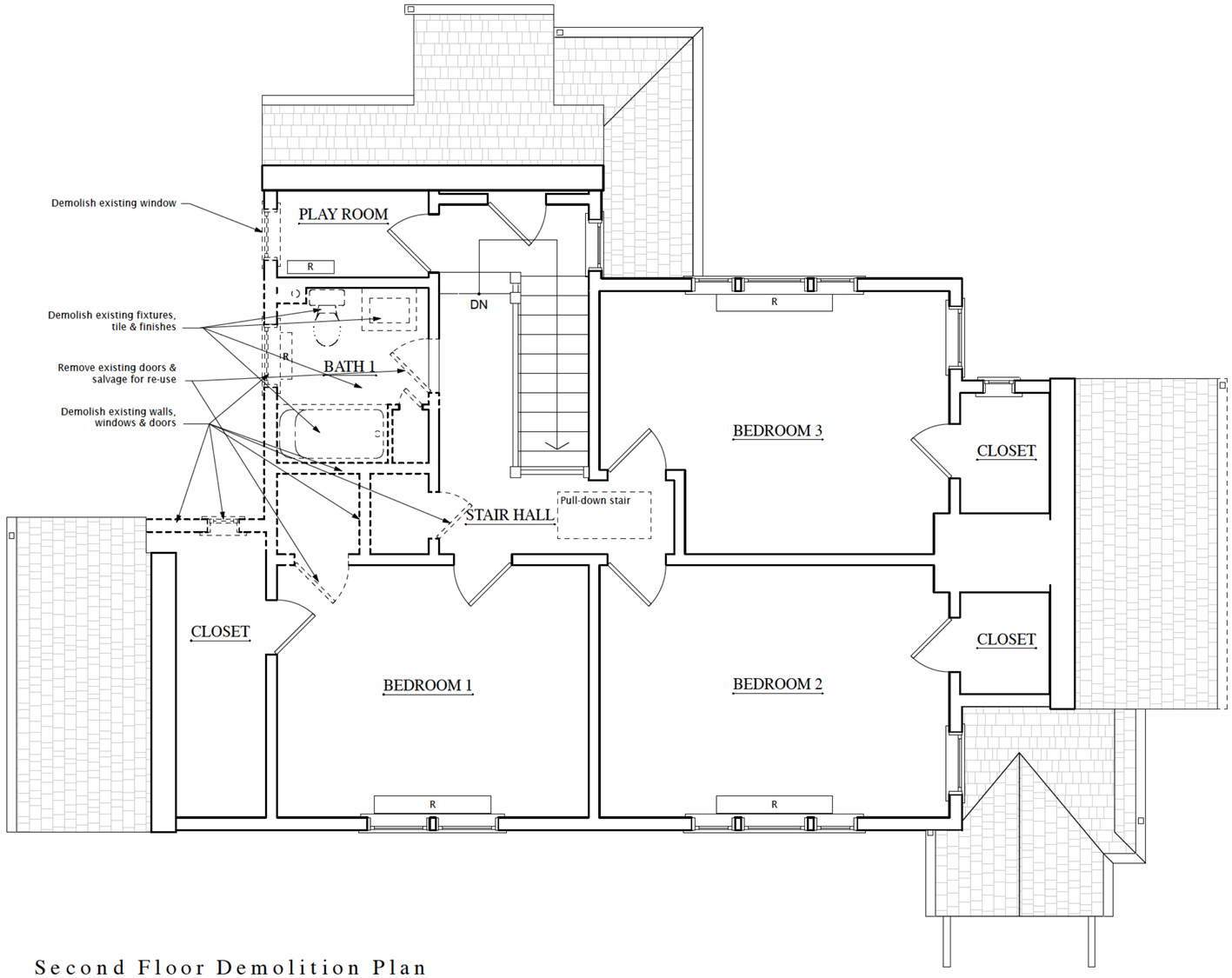

Second Floor Demolition Plan
1/4" = 1'-0"

DEMO WALL KEY
Existing wall
Demolished wall

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Second Floor Demolition Plan

D2

1 Front Elevation- Existing/ Demolition
1/4" = 1'-0"

2 Right Elevation-Existing/ Demolition
1/4" = 1'-0"

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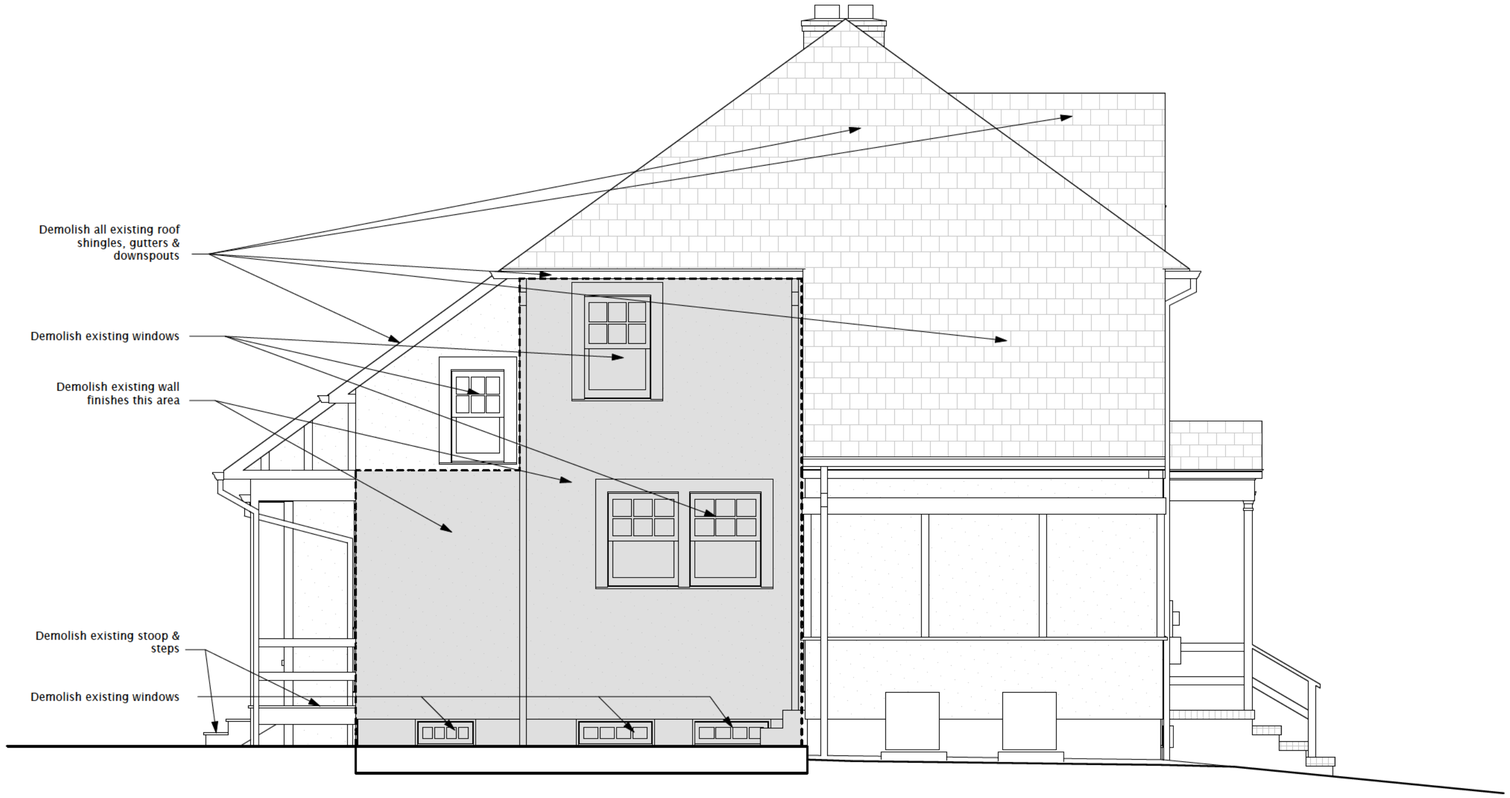
Front & Right Demo Elevations

D3

1 Rear Elevation-Existing/ Demolition
1/4" = 1'-0"



2 Left Elevation- Existing/ Demolition
1/4" = 1'-0"

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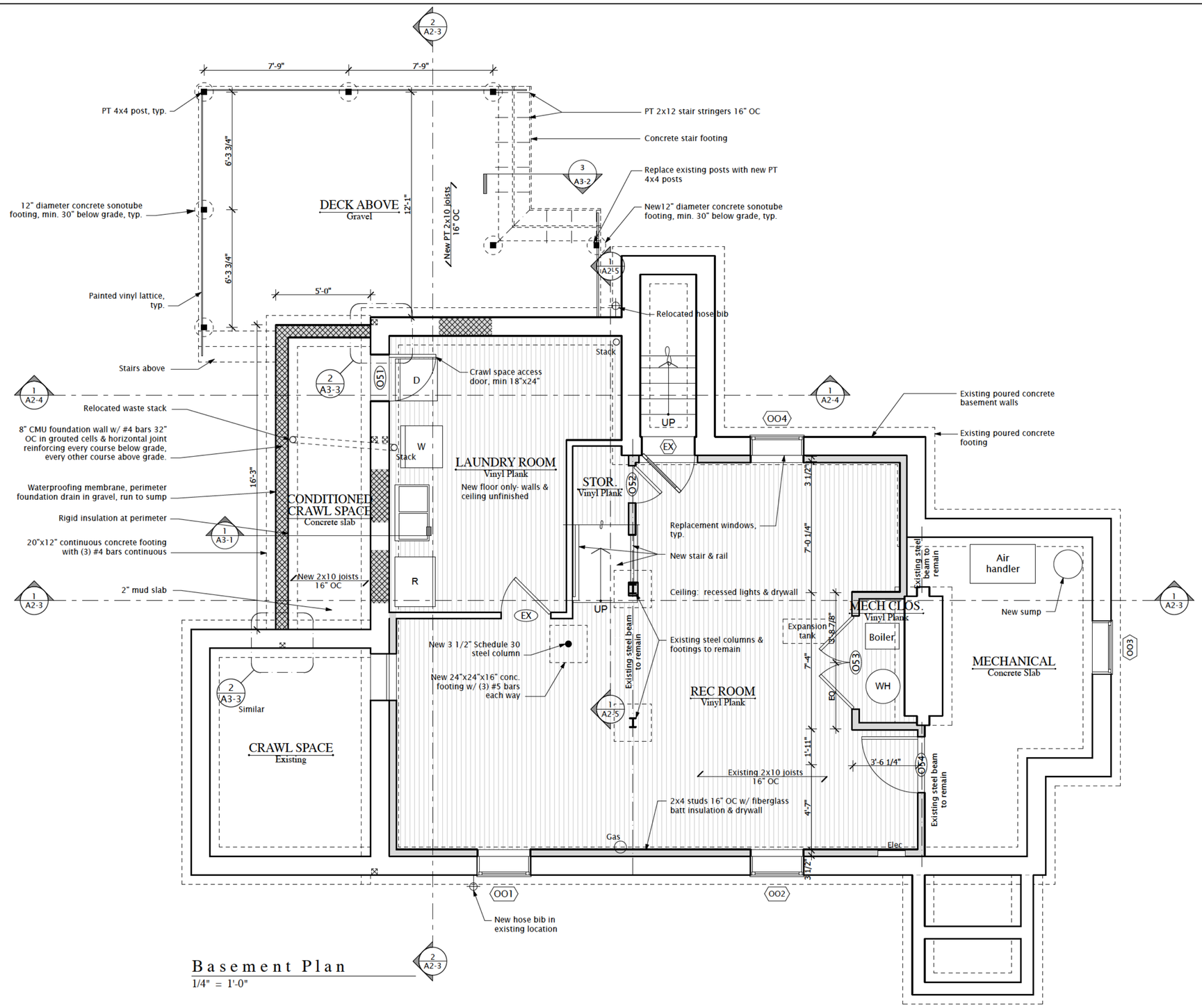
Rear & Left Demo Elevations

D4



Basement Plan
1/4" = 1'-0"

FRAMING NOTES:
1. EXISTING WALLS ARE DIMENSIONED TO FACE OF INTERIOR DRYWALL & EXTERIOR FINISH MATERIAL.
2. NEW INTERIOR WALLS ARE DIMENSIONED TO FACE OF STUD.
3. NEW EXTERIOR WALLS ARE DIMENSIONED TO FACE OF PLYWOOD SHEATHING (EXTERIOR SIDE) AND FACE OF STUD (INTERIOR SIDE).
4. WINDOW & DOOR OPENINGS ARE DIMENSIONED TO THE CENTERLINE EXCEPT WHERE NOTED "MIN." IN WHICH CASE THEY ARE TO BE HELD MIN. DISTANCE FROM CORNER FOR CASING TO COMPLETE.
5. STEEL COLUMNS & BEAMS ARE DIMENSIONED TO CENTERLINE.

WALL KEY

- Existing wall
- New frame wall
- New CMU & brick wall

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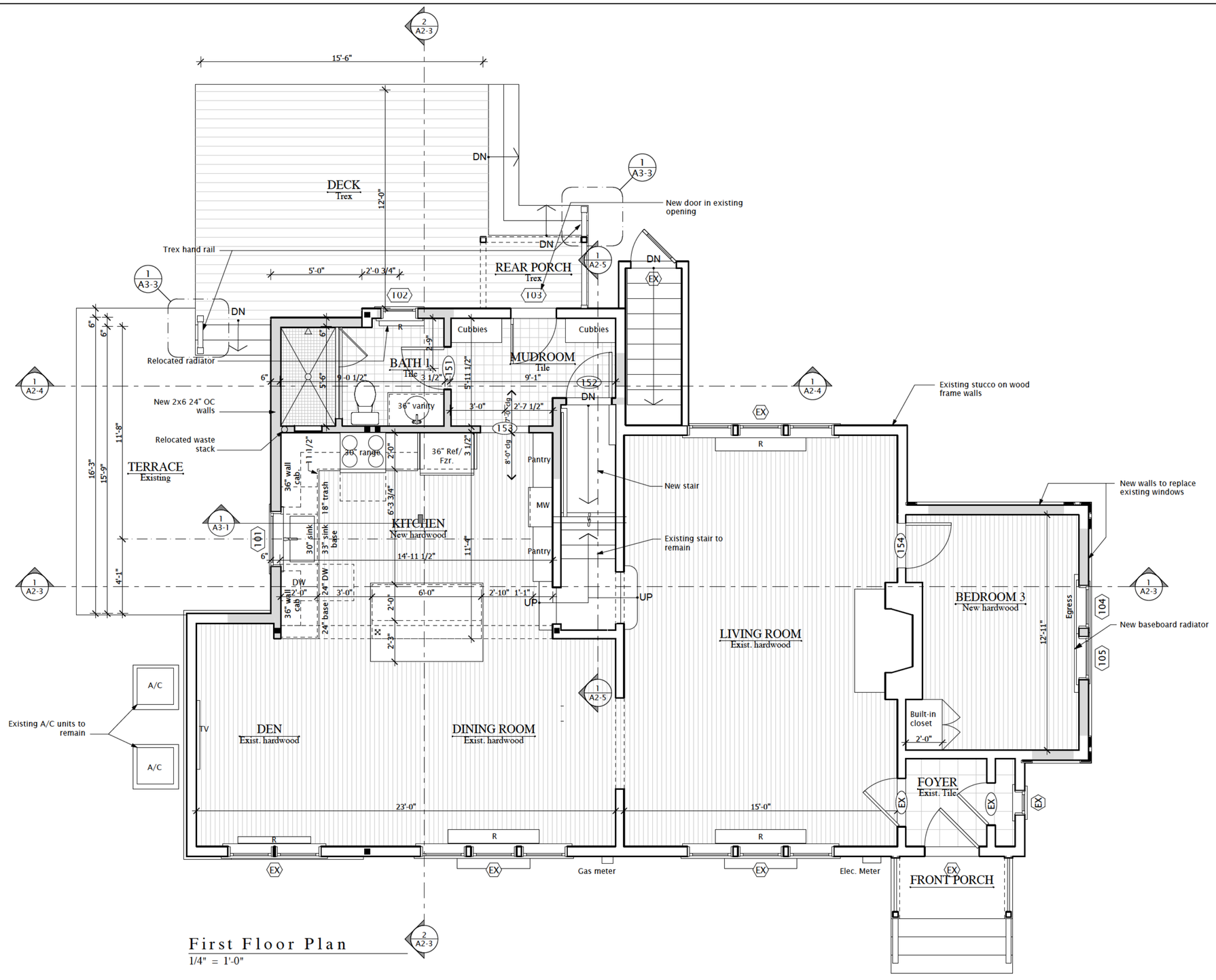
Basement Plan

A1-0



First Floor Plan

1/4" = 1'-0"

FRAMING NOTES:
1. EXISTING WALLS ARE DIMENSIONED TO FACE OF INTERIOR DRYWALL & EXTERIOR FINISH MATERIAL.
2. NEW INTERIOR WALLS ARE DIMENSIONED TO FACE OF STUD.
3. NEW EXTERIOR WALLS ARE DIMENSIONED TO FACE OF PLYWOOD SHEATHING (EXTERIOR SIDE) AND FACE OF STUD (INTERIOR SIDE).
4. WINDOW & DOOR OPENINGS ARE DIMENSIONED TO THE CENTERLINE EXCEPT WHERE NOTED "MIN." IN WHICH CASE THEY ARE TO BE HELD MIN. DISTANCE FROM CORNER FOR CASING TO COMPLETE.
5. STEEL COLUMNS & BEAMS ARE DIMENSIONED TO CENTERLINE.

WALL KEY

- Existing wall
- New frame wall
- New CMU & brick wall

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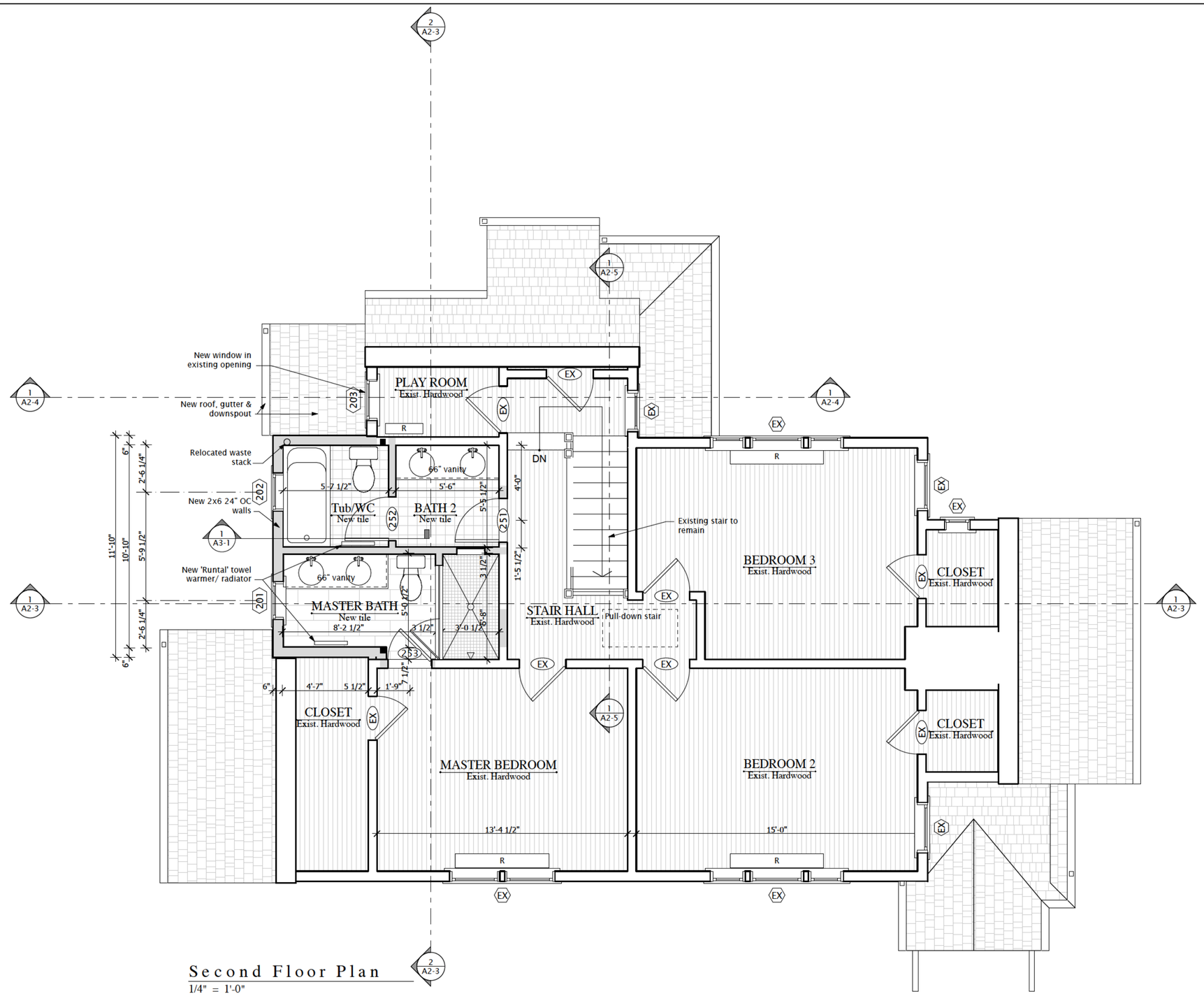
1st Floor Plan

A1-1



Second Floor Plan

1/4" = 1'-0"

FRAMING NOTES:
1. EXISTING WALLS ARE DIMENSIONED TO FACE OF INTERIOR DRYWALL & EXTERIOR FINISH MATERIAL.
2. NEW INTERIOR WALLS ARE DIMENSIONED TO FACE OF STUD.
3. NEW EXTERIOR WALLS ARE DIMENSIONED TO FACE OF PLYWOOD SHEATHING (EXTERIOR SIDE) AND FACE OF STUD (INTERIOR SIDE).
4. WINDOW & DOOR OPENINGS ARE DIMENSIONED TO THE CENTERLINE EXCEPT WHERE NOTED "MIN." IN WHICH CASE THEY ARE TO BE HELD MIN. DISTANCE FROM CORNER FOR CASING TO COMPLETE.
5. STEEL COLUMNS & BEAMS ARE DIMENSIONED TO CENTERLINE.

WALL KEY

- Existing wall
- New frame wall
- New CMU & brick wall

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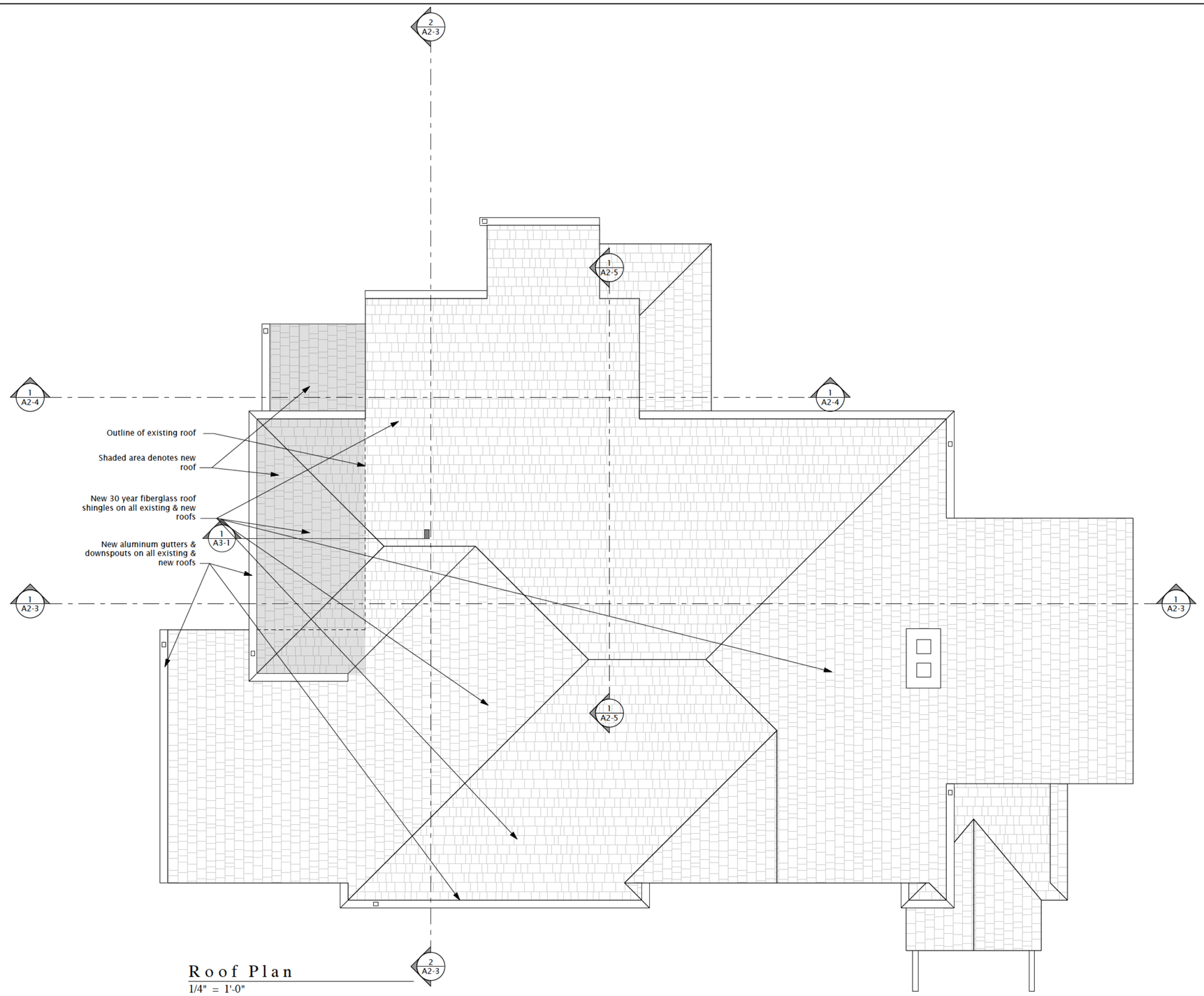
2nd Floor Plan

A1-2



Roof Plan
1/4" = 1'-0"

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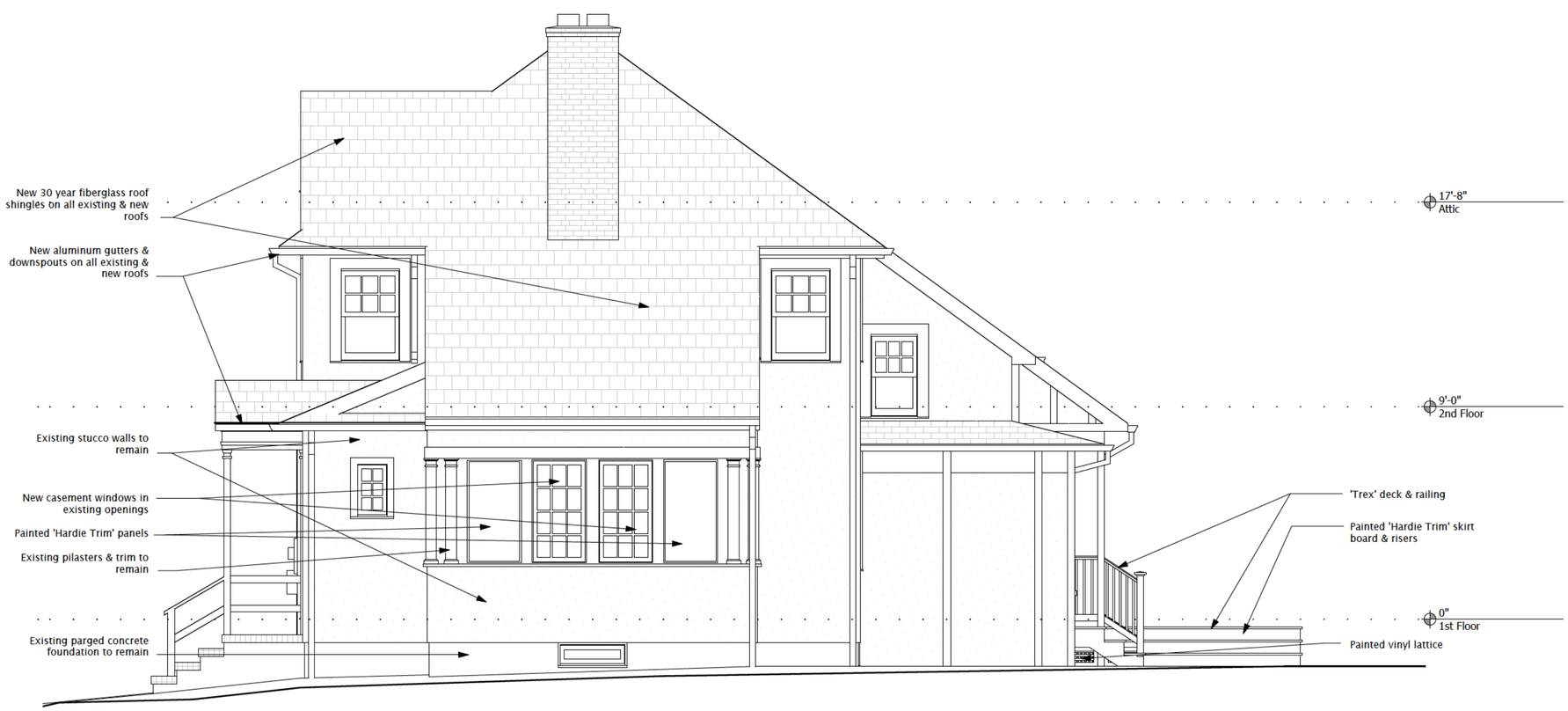
Roof Plan

A1-3

1 Front Elevation
1/4" = 1'-0"



2 Right Elevation
1/4" = 1'-0"

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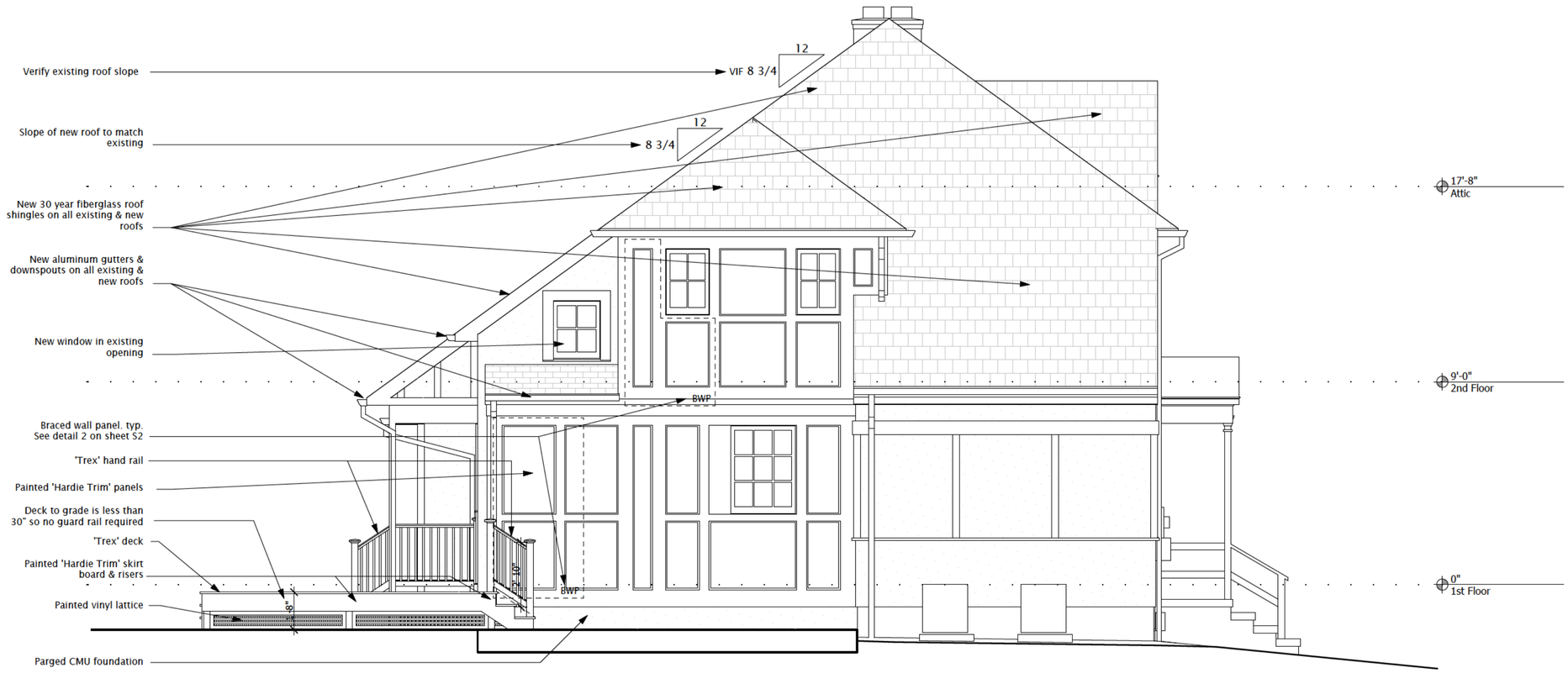
Front & Right Elevations

A2-1

1 Rear Elevation
1/4" = 1'-0"



2 Left Elevation
1/4" = 1'-0"

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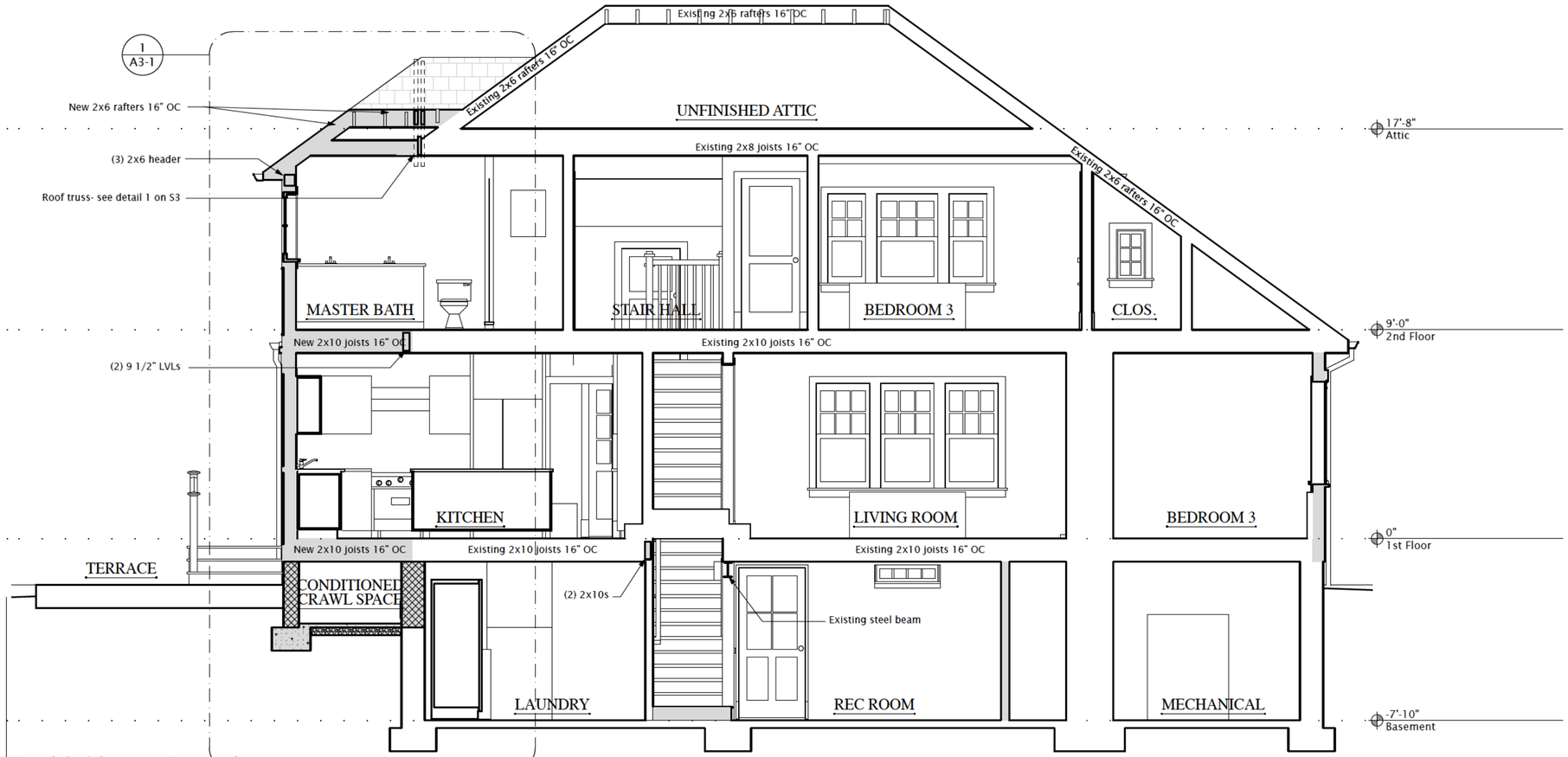
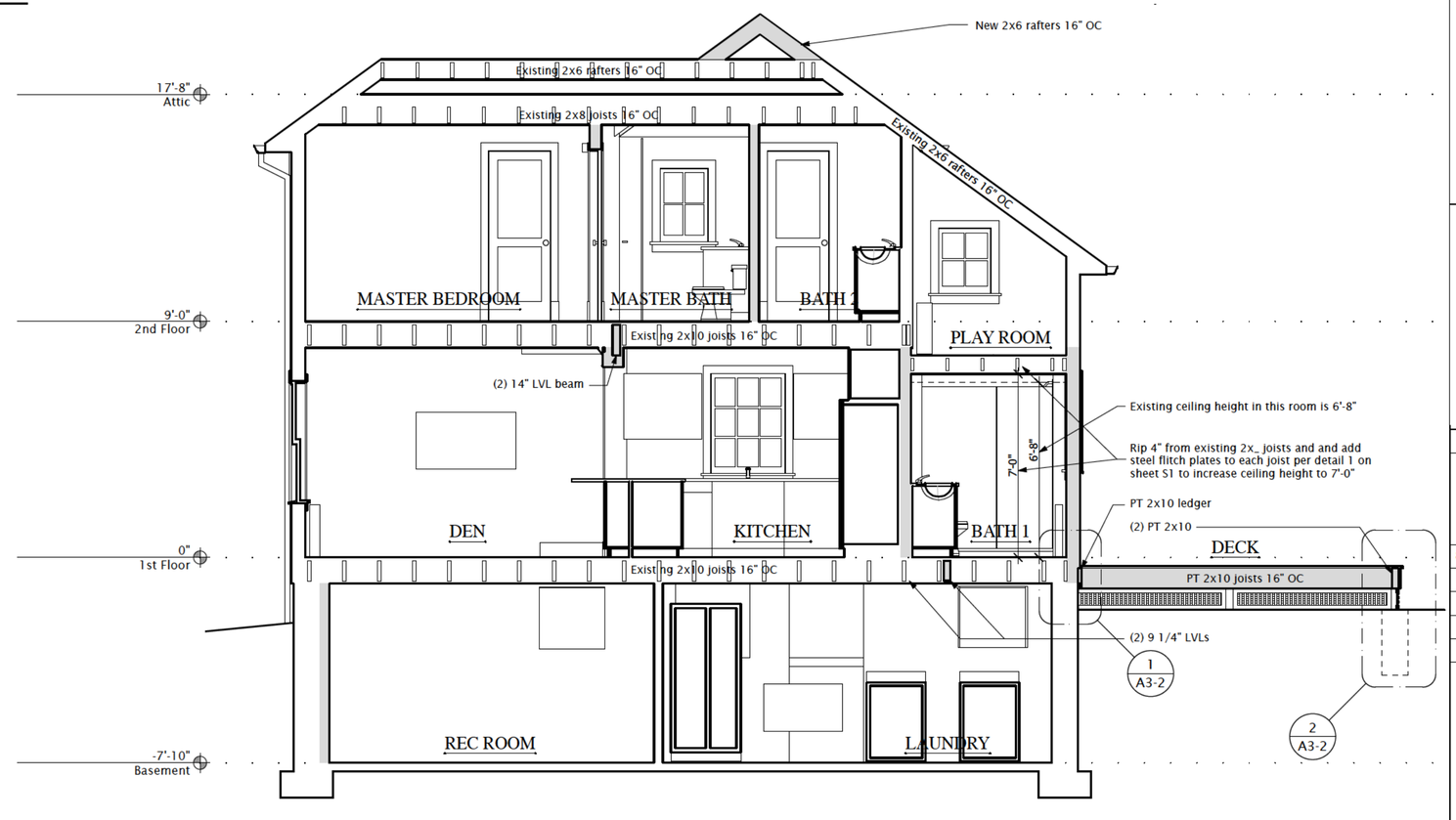
Rear & Left Elevations

A2-2



1 Building Section 1
1/4" = 1'-0"



2 Building Section 2
1/4" = 1'-0"

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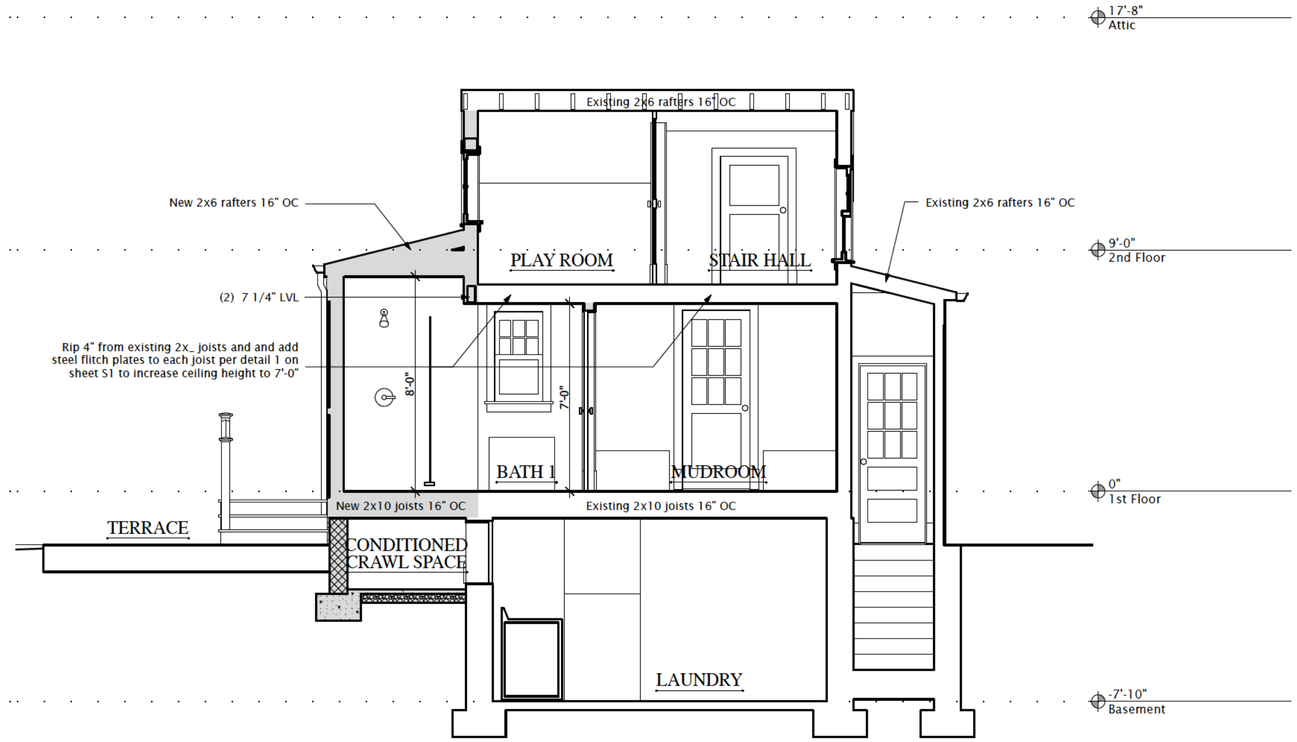
Building Sections

A2-3



1 Building Section 3
1/4" = 1'-0"

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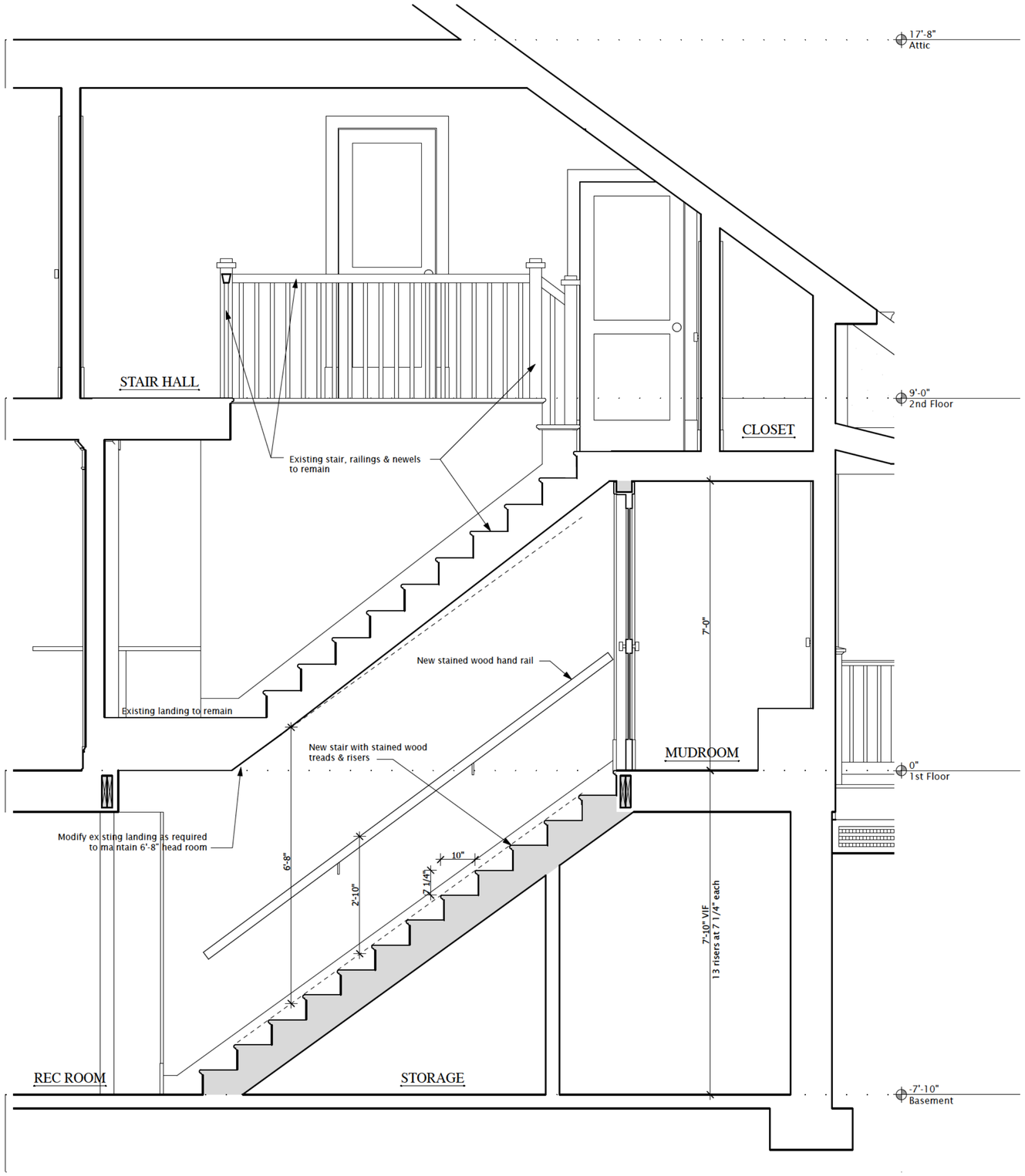
Building Sections

A2-4



1 Stair Section
1/2" = 1'-0"

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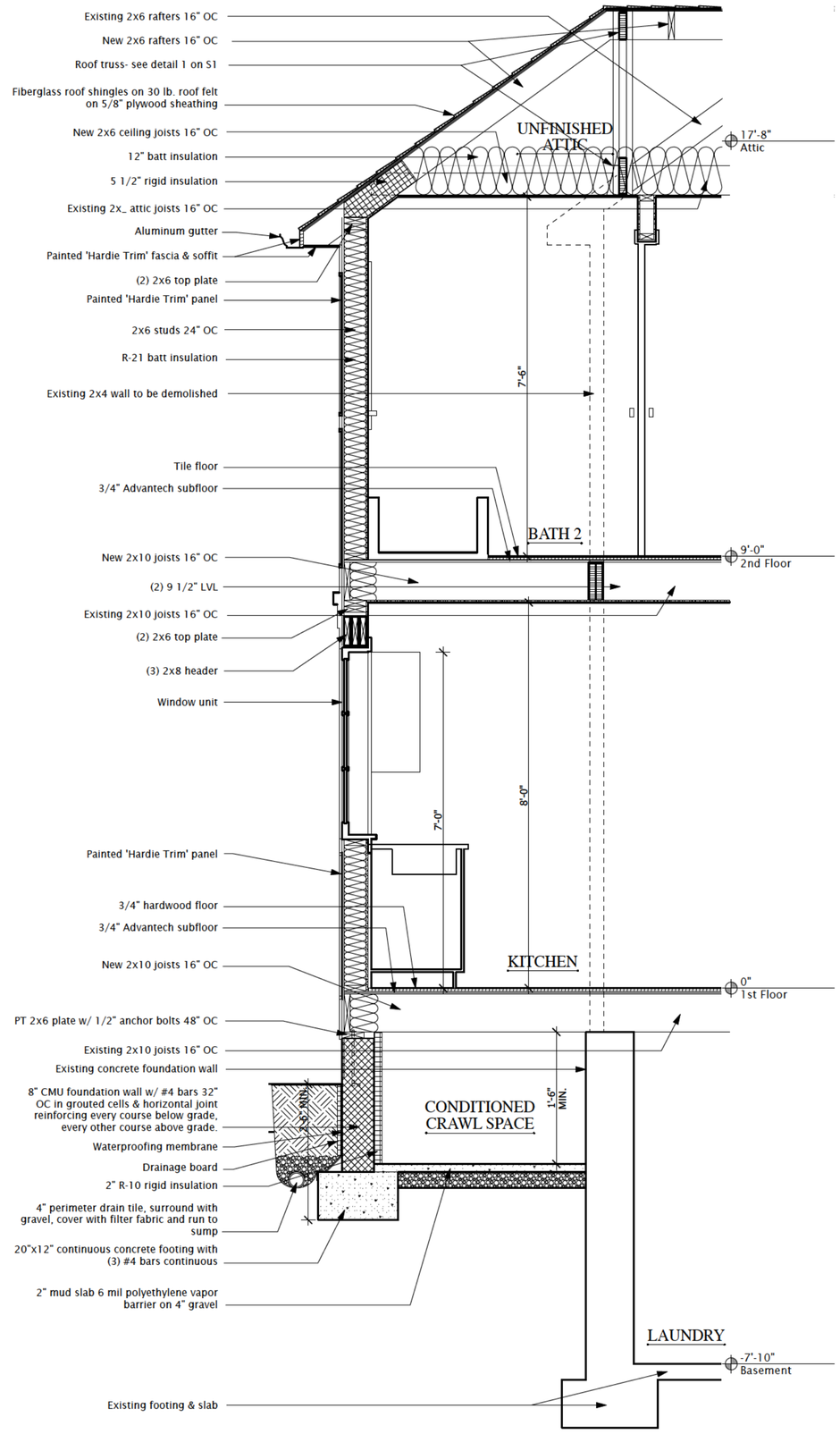
Stair Section

A2-5



1 Wall Section 1
1/2" = 1'-0"

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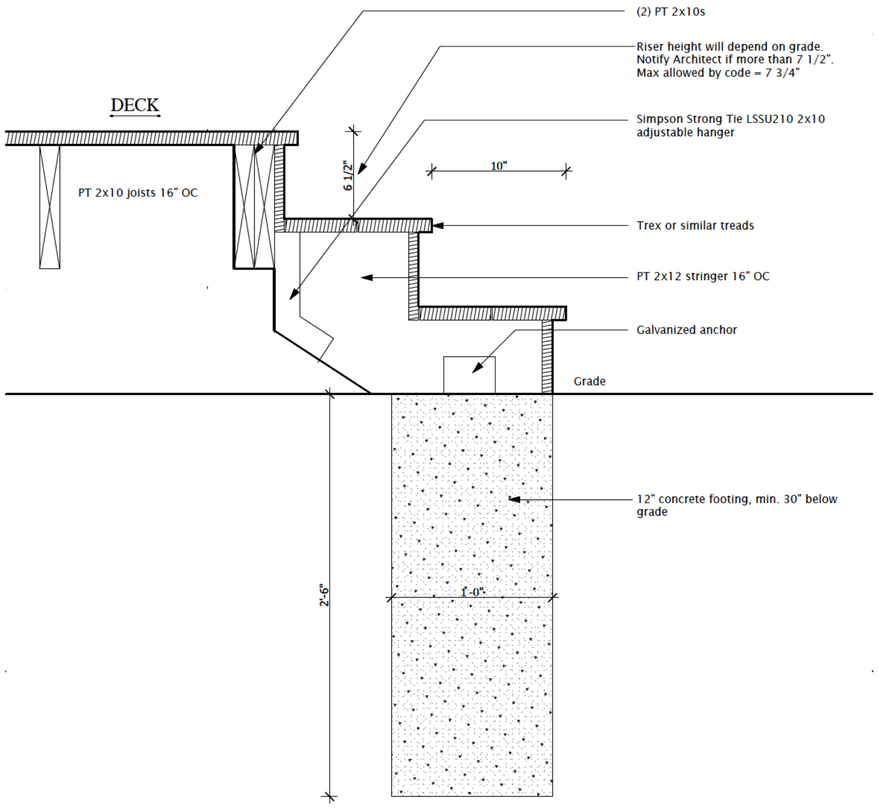
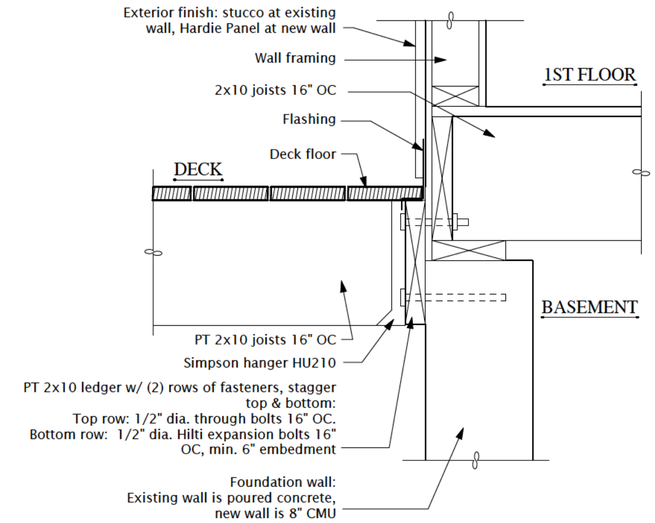
Wall Sections

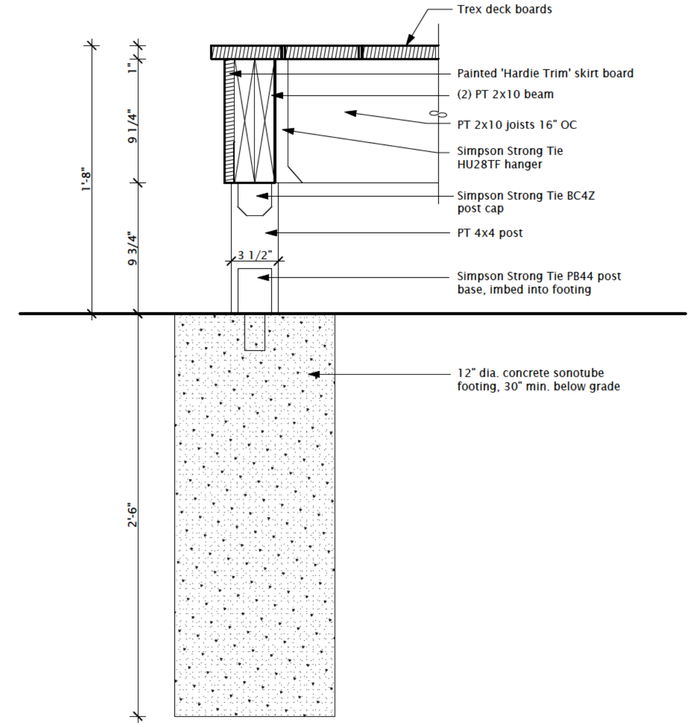
A3-1



3 Deck Stair Detail
1 1/2"= 1'-0"



1 Deck Ledger Detail
1 1/2"= 1'-0"



2 Deck Footing Detail
1 1/2"= 1'-0"

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Construction Details

A3-2

HOW TO INSTALL DECKING

LOCATION AND INSTALLATION OF SURFACE MOUNT POST – DECKING

IMPORTANT NOTES:

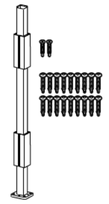
- ***EACH POST MUST BE ATTACHED AS SHOWN TO ENSURE A CODE COMPLIANT AND SAFE INSTALLATION.***
- *ALWAYS REFER TO YOUR LOCAL BUILDING CODE OFFICIAL PRIOR TO INSTALLING ANY RAILING SYSTEM TO ENSURE ALL CODE AND SAFETY REQUIREMENTS ARE MET. TREX CANNOT BE HELD RESPONSIBLE FOR IMPROPER OR NON-RECOMMENDED INSTALLATIONS.*
- *WHEN INSTALLING TREX POST MOUNTS ON ACQ OR CCA SURFACES, USE AN APPROPRIATE ISOLATION BARRIER BETWEEN POST AND SURFACE (CONTACT LOCAL BUILDING CODE OFFICIAL IF NEEDED).*
- *ENSURE THAT CORRECT SKU HARDWARE IS ORDERED FOR THE TYPE OF RAILING BEING INSTALLED.*
- *CANNOT BE USED WITH TREX TRANSCEND COCKTAIL RAILING.*
- *See page 58 for sku information.*

TOOLS AND MATERIALS NEEDED

- Drill and/or screw gun
- 1/2" (1.3 cm) drill bit for wood
- Blocking 2" x 8" (5.1 cm x 20.3 cm) pressure treated Southern Yellow Pine or equivalent
- Qty: 36 (per post) 3" (7.6 cm) pressure treated compatible wood screws

PARTS

- (1) Post mount
- (2) Guide blocks
- (18) #8 15 x 1 1/4" (3.2 cm) Screws
- (2) 10 x 1" (2.5 cm) Self tapping screws

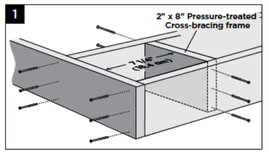


SKU ALPOSTHWDECK (this *SKU* ***SOLD SEPARATELY*** and must be used for code approved applications).

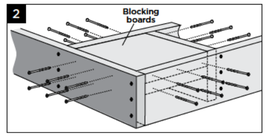
- (4) 3/8" x 6" (1 cm x 15.2 cm) Hex cap bolts
- (1) Back plate
- (8) Flat washers
- (4) Hex nuts

How to Install Post Mounts on Pressure-Treated Wood Framing

Corner Post Installation



1. Install 2" x 8" (5.1 cm x 20.3 cm) cross bracing frame in between joists at 7 1/4" (18.4 cm). Attach a total of twelve 3" (7.6 cm) pressure treated compatible screws *(not provided)*.



2. Install two 2" x 8" (5.1 cm x 20.3 cm) boards as blocking under post location. Securely attach blocking using a total of twenty four 3" (7.6 cm) pressure treated compatible screws *(not provided)*.

NOTE: *TO ENSURE THE BLOCKING IS FULLY SECURE, USE THE AMOUNT OF SCREWS INDICATED ABOVE.*

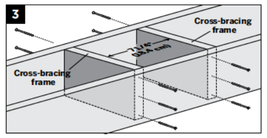
TIP: *USE TWO ADDITIONAL SCREWS TO "SANDWICH" BLOCKING BOARDS TOGETHER FOR EASIER ATTACHMENT TO FRAMING.*

NOTE: Construction methods are always improving. Please refer to www.trex.com for the most up-to-date installation requirements.

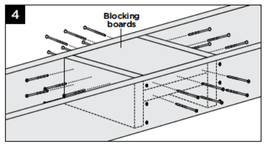
HOW TO INSTALL DECKING

LOCATION AND INSTALLATION OF SURFACE MOUNT POST – DECKING/ CONTINUED

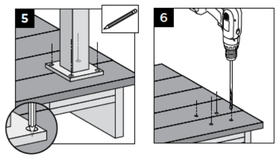
Line Post Installation



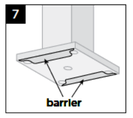
3. Install two 2" x 8" (5.1 cm x 20.3 cm) cross bracing frames in between joists at 7 1/4" (18.4 cm). Attach a total of twelve 3" (7.6 cm) pressure treated compatible screws *(not provided)*.



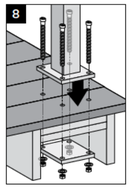
4. Install two 2" x 8" (5.1 cm x 20.3 cm) boards as blocking under post location. Securely attach blocking using a total of twenty four 3" (7.6 cm) pressure treated compatible screws *(not provided)*.



5. Using post a template, mark locations of holes.
6. Drill through decking and blocking boards using 5/8" diameter bit (long drill bit will be required).
7. Insert the (2) stainless steel barrier strips under the mounting bolt holes. BARRIER STRIPS ARE REQUIRED ONLY IF ATTACHING POST DIRECTLY TO PRESSURE TREATED FRAMING.



8. Attach posts using four 3/8" x 6" (1 cm x 15.2 cm) hex cap bolts, washers, and nuts, along with aluminum back plate on underside of blocking. If the project requires IRC compliance, this back plate MUST be installed under the decking to ensure this will meet code compliance. Reference SKU part number ALPOSTHWDECK for required hardware and aluminum plate. (Consult local code official for more information on IRC Compliance.)



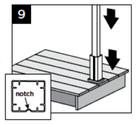
NOTES:

- *Use composite shims or similar material (not provided) if posts are not plumb. Ensure that post is placed on decking surface so that it clears the rim joist and there is enough clearance on the underside blocking for the back plate to be installed.*
- *Rim joist removed to show proper attachment of hardware.*

Install Guide Blocks

NOTE: *Pre drilling is not required but is optional for attachment of guide blocks to post. Use a drill bit slightly smaller in size than that of screw being installed.*

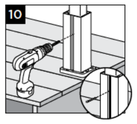
9. Place or rest bottom aluminum guide block on bottom of post. Place guide on post so that notch is on a side that does not require railing to be attached.

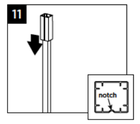


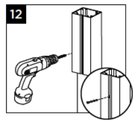
HOW TO INSTALL DECKING

LOCATION AND INSTALLATION OF SURFACE MOUNT POST – DECKING/ CONTINUED

10. Attach bottom guide block using one 10 x 1" self tapping screw *(provided)* in notch to lock guide block onto post.







11. Location of top guide block will vary slightly based on type and height of railing being installed. Determine this measurement and place top guide block in location where top bracket for desired railing would be approximately on center of the top railing bracket location.
12. Attach top guide block using one 10 x 1" self tapping screw *(provided)* in notch to lock guide block onto post.

Install Railing System of Choice

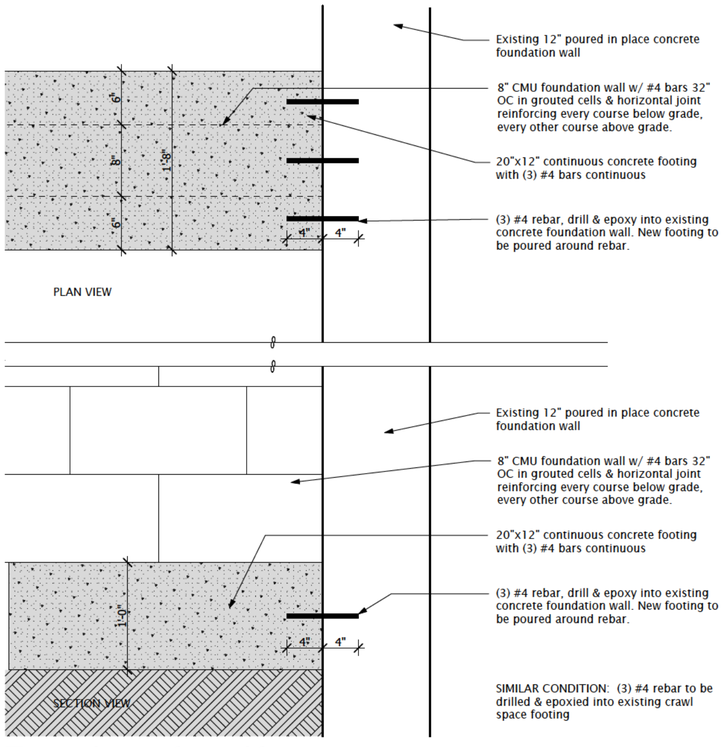
NOTES:

- *Quantity of 18 #8 15 x 1 1/4" screws are provided to cover all types of Trex railing bracket installations (Transcend, Trex® Signature™, and Select). Thus, depending on the type railing being installed, you may have screws that are not used.*
- *If using 6x6 post sleeves, attach designated railing brackets using #8 15 x 1 3/4" (4.4 cm) 316 stainless steel screws (not provided).*
- ***Pre-drilling IS REQUIRED when attaching brackets to designated posts. Use a 9/64" (3.6 mm) drill bit to pre-drill at specified locations according to instructions provided with railing kits.***

NOTE: *If installing Trex Deck Lighting on the posts, drill hole through support blocks to allow wiring for lights to be below the surface of the decking.*

NOTE: Construction methods are always improving. Please refer to www.trex.com for the most up-to-date installation requirements.

1 Trex railing detail



2 Footing detail

1" = 1'-0"

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Beckmann Addition

4305 Sheridan Street
University Park, MD
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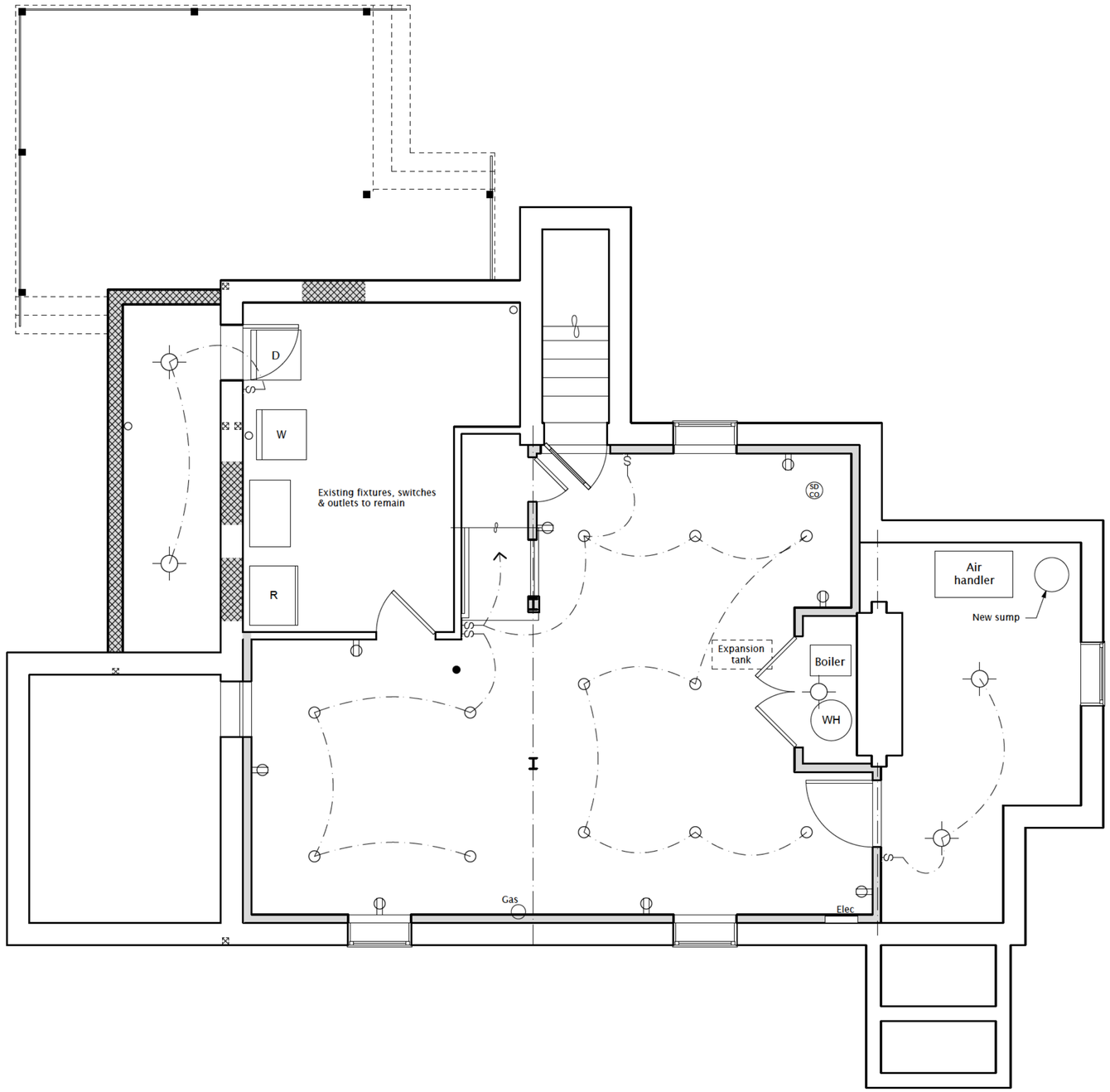
5 March 2020

Construction Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

Construction Details

A3-3



Basement Electrical Plan

1/4" = 1'-0"

SMOKE DETECTOR: SD CO

THIS SYMBOL DENOTES COMBINATION SMOKE/ CARBON MONOXIDE DETECTOR. ALL DETECTORS TO BE HARD-WIRED TO DEDICATED CIRCUIT, INTERCONNECTED & PROVIDED WITH BATTERY BACKUP. PROVIDE ONE DETECTOR INSIDE EACH BEDROOM, ONE OUTSIDE BEDROOMS AND ONE PER FLOOR AS SHOWN.

Electrical Symbols

	SURFACE LIGHT FIXTURE
	WALL LIGHT FIXTURE (SCONCE)
	RECESSED LIGHT FIXTURE
	WALL-WASH/ADJUSTABLE RECESSED FIXTURE
	ACCENT RECESSED FIXTURE
WP	WATERPROOF RECESSED FIXTURE
	WALL/FLOOR RECESSED FIXTURE
	BATH FAN
SD	SMOKE DETECTOR
	FAN-LIGHT FIXTURE
2	LIGHTING TRACK (LENGTH)
	LOW-VOLTAGE LIGHTING
TEL	TELEPHONE JACK
CTV	CABLE JACK
CAT5	ETHERNET JACK
	WALL RECEPTACLE, DUPLEX/QUAD/220
	FLOOR RECEPTACLE, DUPLEX/QUAD
G	GFCI RECEPTACLE
D	SWITCH, DIMMER SWITCH
	FLOOD LIGHT
	SWITCH PATH
	CEILING FAN

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Construction Set

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11 Feb 2020	Permit Rev 1

Basement Elec Plan

E0

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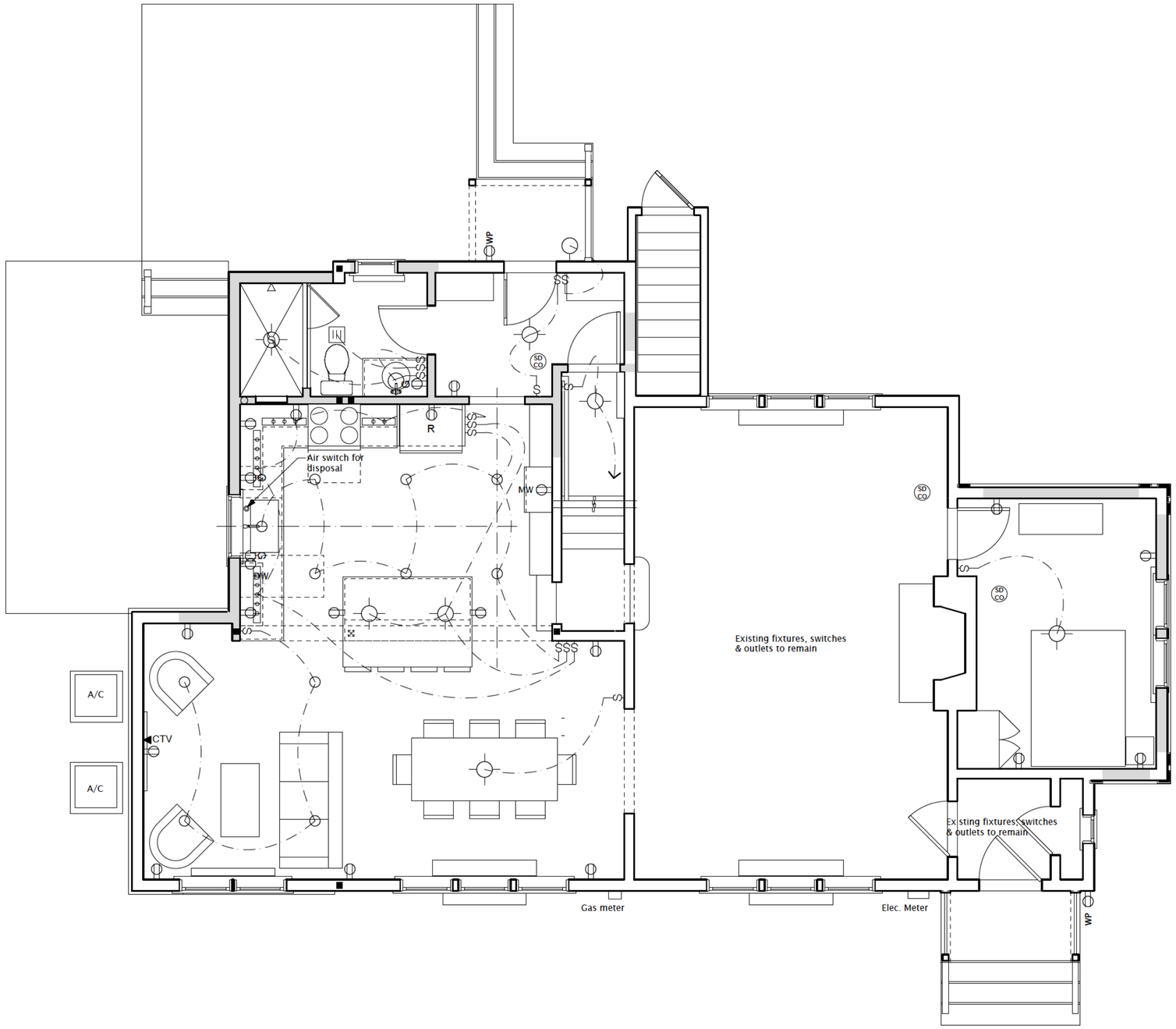

First Floor Electrical Plan

1/4" = 1'-0"

SMOKE DETECTOR: SD CO

THIS SYMBOL DENOTES COMBINATION SMOKE/ CARBON MONOXIDE DETECTOR. ALL DETECTORS TO BE HARD-WIRED TO DEDICATED CIRCUIT, INTERCONNECTED & PROVIDED WITH BATTERY BACKUP. PROVIDE ONE DETECTOR INSIDE EACH BEDROOM, ONE OUTSIDE BEDROOMS AND ONE PER FLOOR AS SHOWN.

Electrical Symbols

	SURFACE LIGHT FIXTURE
	WALL LIGHT FIXTURE (SCONCE)
	RECESSED LIGHT FIXTURE
	WALL-WASH/ADJUSTABLE RECESSED FIXTURE
	ACCENT RECESSED FIXTURE
WP	WATERPROOF RECESSED FIXTURE
	WALL/FLOOR RECESSED FIXTURE
	BATH FAN
SD	SMOKE DETECTOR
	FAN-LIGHT FIXTURE
2	LIGHTING TRACK (LENGTH)
	LOW-VOLTAGE LIGHTING
◀TEL	TELEPHONE JACK
◀CTV	CABLE JACK
◁CAT5	ETHERNET JACK
	WALL RECEPTACLE, DUPLEX/QUAD/220
	FLOOR RECEPTACLE, DUPLEX/QUAD
G	GFCI RECEPTACLE
D	SWITCH, DIMMER SWITCH
	FLOOD LIGHT
	SWITCH PATH
	CEILING FAN

Beckmann Addition

4305 Sheridan Street
University Park, MD
20782

5 March 2020

Construction Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

1st Floor Elec Plan

E1

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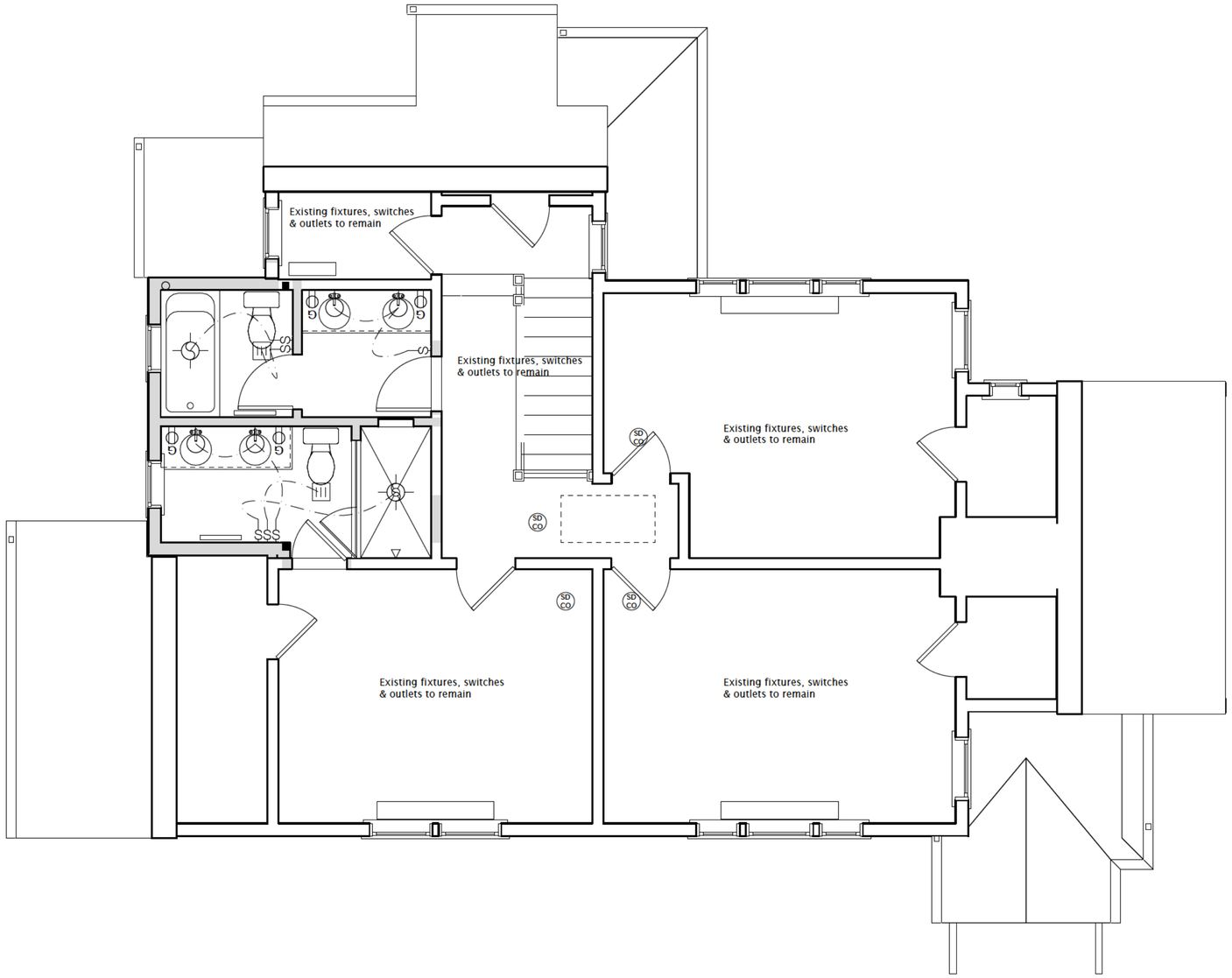


Second Floor Electrical Plan

1/4" = 1'-0"

SMOKE DETECTOR: SD CO

THIS SYMBOL DENOTES COMBINATION SMOKE/ CARBON MONOXIDE DETECTOR. ALL DETECTORS TO BE HARD-WIRED TO DEDICATED CIRCUIT, INTERCONNECTED & PROVIDED WITH BATTERY BACKUP. PROVIDE ONE DETECTOR INSIDE EACH BEDROOM, ONE OUTSIDE BEDROOMS AND ONE PER FLOOR AS SHOWN.

Electrical Symbols

	SURFACE LIGHT FIXTURE
	WALL LIGHT FIXTURE (SCONCE)
	RECESSED LIGHT FIXTURE
	WALL-WASH/ADJUSTABLE RECESSED FIXTURE
	ACCENT RECESSED FIXTURE
WP	WATERPROOF RECESSED FIXTURE
	WALL/FLOOR RECESSED FIXTURE
	BATH FAN
SD	SMOKE DETECTOR
	FAN-LIGHT FIXTURE
2	LIGHTING TRACK (LENGTH)
	LOW-VOLTAGE LIGHTING
◀TEL	TELEPHONE JACK
◀CTV	CABLE JACK
◁CAT5	ETHERNET JACK
	WALL RECEPTACLE, DUPLEX/QUAD/220
	FLOOR RECEPTACLE, DUPLEX/QUAD
G	GFCI RECEPTACLE
D	SWITCH, DIMMER SWITCH
	FLOOD LIGHT
	SWITCH PATH
	CEILING FAN

Beckmann Addition

4305 Sheridan Street
University Park, MD
20782

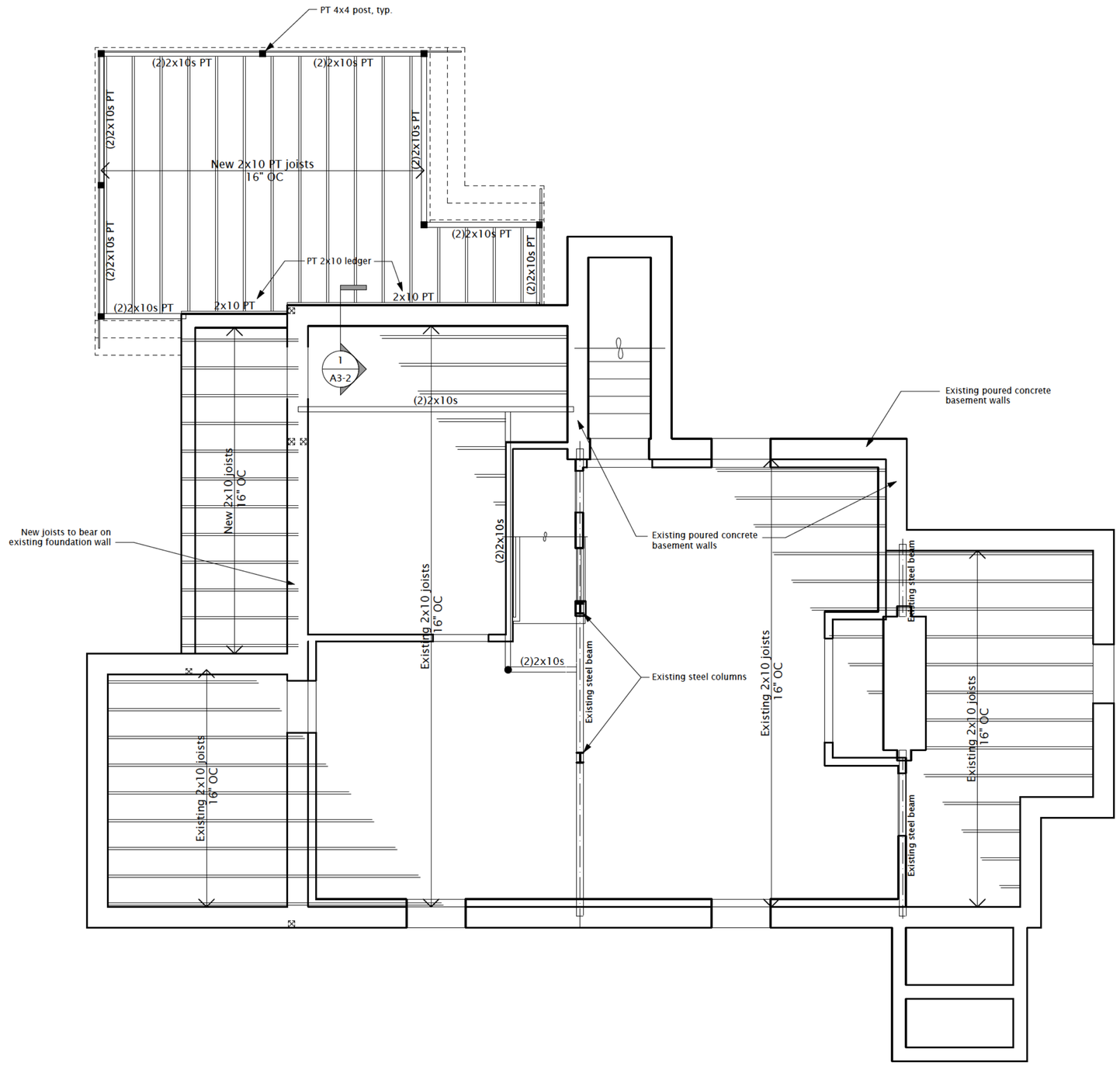
5 March 2020

Construction Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

2nd Floor Elec Plan

E2



First Floor Framing
1/4" = 1'-0"

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Beckmann
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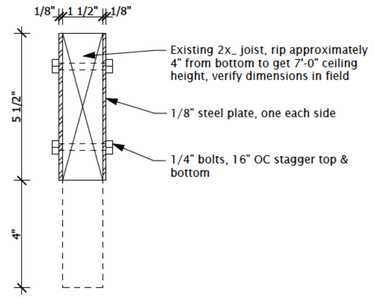
5 March 2020

Construction
Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

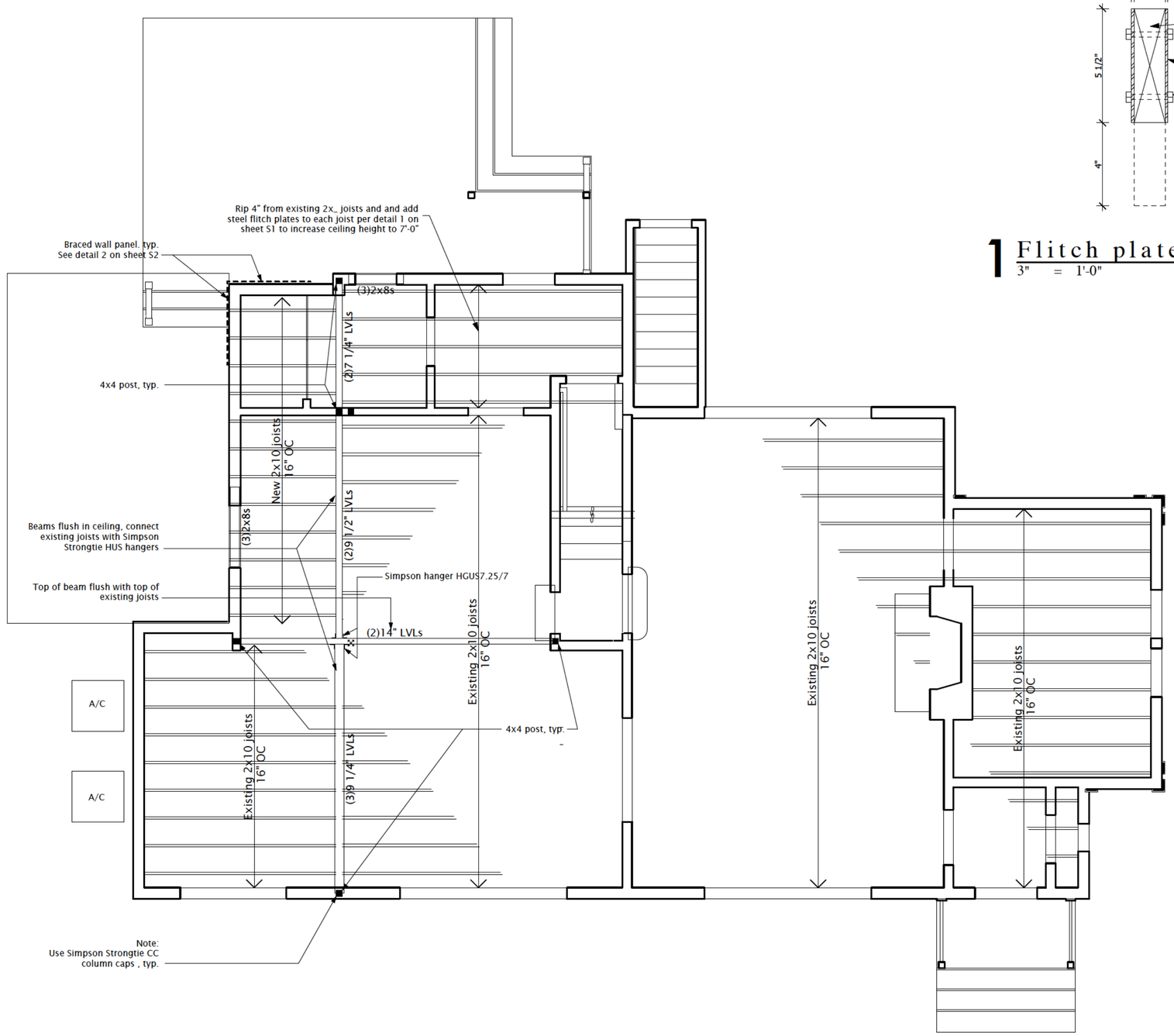
1st Floor
Framing Plan

S0



1 Flitch plate detail

3" = 1'-0"



Second Floor Framing

1/4" = 1'-0"

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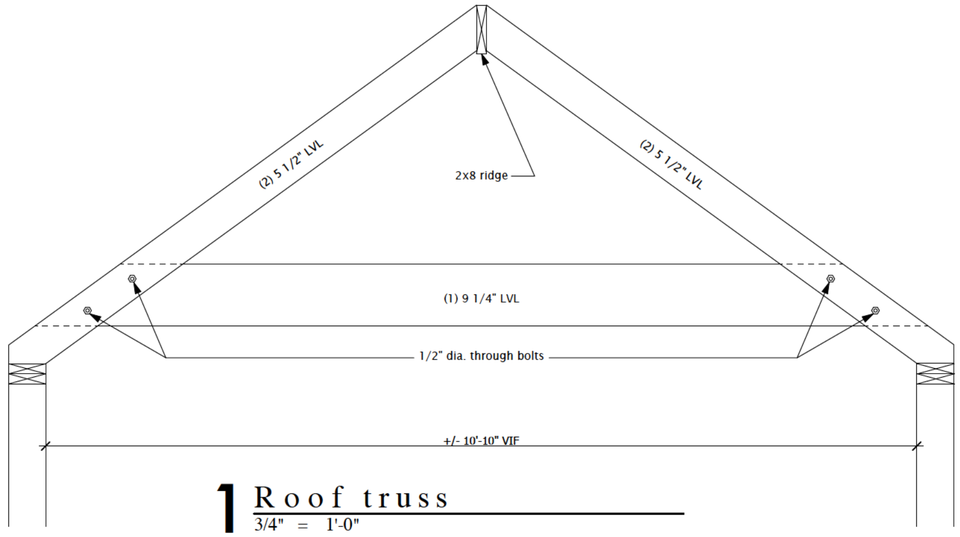
5 March 2020

Construction Set

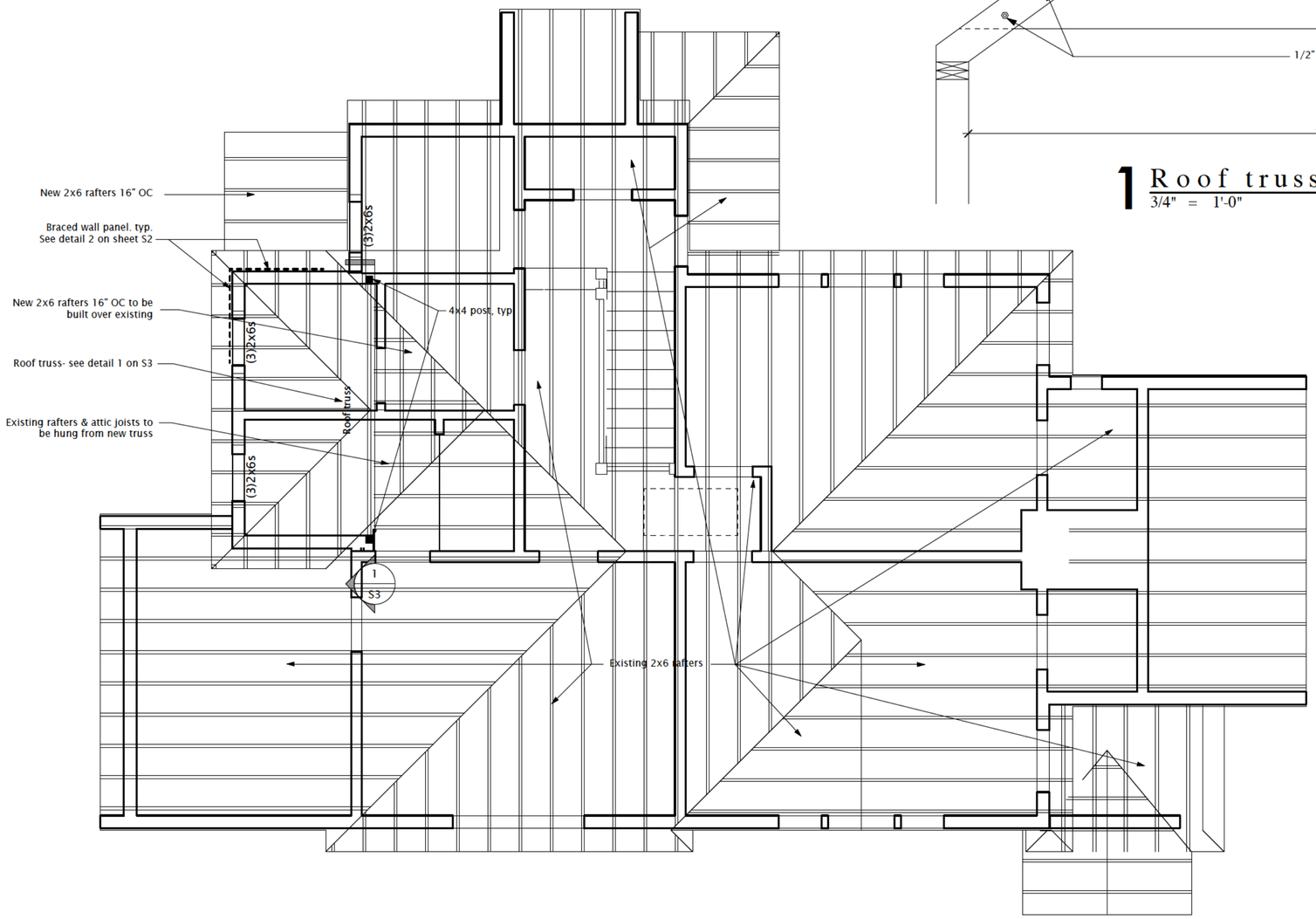
8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

2nd Floor Framing Plan

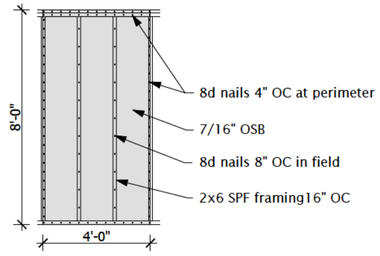
S1



1 Roof truss
3/4" = 1'-0"



Roof Framing
1/4" = 1'-0"



TYPICAL BRACED WALL PANEL

THE METHOD OF WALL BRACING USED,
REFERENCE R602.10.4 IS CS-SFB

2 Braced wall panel
1/4" = 1'-0"

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Beckmann
Addition
4305 Sheridan Street
University Park, MD
20782

5 March 2020

Construction
Set

8 Jan 2020	Permit Set
11 Feb 2020	Permit Rev 1

Roof Framing
Plan

S2

Agenda Item 8
Draft 3/2/2020 Council Minutes

Approved on

MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL

UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET
7:30 p.m.
March 2, 2020
MINUTES

1. **CALL TO ORDER:** ***Mayor Carey*** at 7:30 p.m.

Present: Mr. Brosch, Mr. Schultz, Ms. Morrissey, Ms. Verrill, Mr. Caskey, Ms. Wells, Mr. Stephen
Absent: None
Excused: None

2. **PLEDGE OF ALLEGIANCE** was led by Mr. Brosch

3. **APPROVAL OF THE AGENDA**

Moved by: Ms. Verrill **Seconded by:** Mr. Stephen

Yea: 7 **Nay:** 0 **Abstain:** 0

4. **CONSENT AGENDA**

Motion: To approve the following consent agenda items.

Moved by: Mr. Caskey **Seconded by:** Ms. Wells

Yea: 7 **Nay:** 0 **Abstain:** 0

A. BUILDING PERMIT APPLICATION TO RELOCATE EXISTING FENCE (Larry and Jill Clements, 6914 Oakridge Road) Ward 5
To relocate existing fence to the property line, located on Lot 12 & 13 and Block D at 6914 Oakridge Road.

B. BUILDING PERMIT APPLICATION TO REPAIR/REPLACE FRONT WALKWAY (Larry and Jill Clements, 6914 Oakridge Road) Ward 5
To repair/replace front walkway and eliminate 1 step to front door located on Lot 12 & 13 and Block D at 6914 Oakridge Road.

DRAFT

5. PUBLIC COMMENT

- A resident asked the Council to reconsider their decision to not replace the Wells/Van Buren bridge. A lot of time and energy went into getting permits and the cost of installation is expensive but it will not get any cheaper. The bridge would improve the walkability in town and this resident reminded the Council that when the bridge was removed many years ago it was promised that it would be replaced.

6. CONTINUING BUSINESS

A. ADOPT LEGISLATIVE RESOLUTION 20-O-02: CHAPTER 2, ENACTING SECTION 2-114, *WELCOMING TOWN (Second Reading)*

Motion: To adopt Legislative Resolution 20-O-02 to amend Town Code, Chapter 2 by enacting section 2-114, "Welcoming Town" to regulate how US Citizenship status information is obtained, used and retained, and to make provision for Town benefits and services without regard to US citizenship status.

The earliest date this motion may be considered for passage is March 2, 2020.

Moved by: Ms. Verrill **Seconded by:** Mr. Caskey

Yea: 7 **Nay:** 0 **Abstain:** 0

B. ADOPT LEGISLATIVE RESOLUTION 20-O-03: AMENDING CHAPTER 16, SECTION 16-104 ALLOWING REIMBURSEMENT TO INCLUDE UNDERSTORY TREES (*Second Reading*)

Motion: To adopt Legislative Resolution 20-O-03, on recommendation of the Trees, Parks and the Environment Committee, to amend Chapter 16 "Tree Maintenance", Section 16-104, "Tree Replacement" of the Code of Ordinances of the Town of University Park to include understory trees, allowing reimbursement of up to $100.00 toward the purchase price of any tree listed in the official Town understory tree list and planted on private property within the Town, not to exceed a total of three hundred dollars ($300.00) per five years to any individual household or property.

The earliest date this motion may be considered for passage is March 2, 2020.

Moved by: Ms. Morrissey **Seconded by:** Ms. Wells

Yea: 7 **Nay:** 0 **Abstain:** 0

C. ADOPT BUDGET ADJUSTMENTS – TRANSFER OF FUNDS *(Second Reading)*

Motion: To adopt budget adjustments for fiscal year 2020 as recommended by the Town Treasurer in the February 20, 2020 memo to the Mayor and Council in the total amount of $66,100.00, as reflected below and to include the prior year's surplus.

Increase in General Fund Revenues		
Prior Years Surplus	262,369.00	
Account Name	**Transfer from:**	**Transfer to:**
General Government		
Payroll Taxes & Benefits	10,400.00	
Insurance		2,200.00
Legal Advertisement		500.00
Town Hall/Lighting		5,700.00

DRAFT

Salaries		2,000.00
Police		
Payroll Taxes and Benefits	31,500.00	
Traffic Study Analysis	5,000.00	
Salaries		10,000.00
Medical Exams		5,000.00
Small Equipment		5,000.00
Training		3,000.00
Vehicle Maintenance		2,000.00
Police Car		11,500.00
Public Works		
Salaries	10,000.00	
Payroll Taxes & Benefits	9,200.00	
Uniforms		1,500.00
Composting		1,000.00
Work & Storage Space		1,700.00
Street Repairs		5,000.00
Vehicle Maintenance		10,000.00

The earliest this may be considered is at the March 2, 2020 Council meeting, as the total exceeds $2,500.00.

Moved by: Ms. Verrill **Seconded by:** Mr. Schultz

Yea: 7 **Nay**: 0 **Abstain**: 0

7. NEW BUSINESS

A. EXPAND COMPOST PROGRAM TO INCLUDE MEAT AND DAIRY

Motion: On recommendation of the Sustainability Committee, to expand the compost program to include meat and dairy waste in the list of acceptable food scraps, as the county will take such items into its composting facility and the Town recognizes the important environmental benefits by diverting this waste stream from the landfill.

Moved by: Mr. Schultz **Seconded by:** Ms. Verrill

Yea: 7 **Nay:** 0 **Abstain:** 0

B. ARBOR DAY PROCLAMATION

Motion: To approve adopting a Town Arbor Day Proclamation and to designate Friday, April 24, 2020 as Arbor Day in University Park.

Moved by: Ms. Morrissey **Seconded by:** Ms. Wells

Yea: 7 **Nay:** 0 **Abstain:** 0

DRAFT

8. APPROVAL OF MINUTES: *February 24, 2020*

Moved by: Ms. Verrill **Seconded by:** Mr. Schultz

Yea: 5 **Nay:** 0 **Abstain:** 2 (Morrissey, Wells)

9. APPROVAL OF CLOSED SESSION MINUTES: *February 24, 2020*

Moved by: Mr. Caskey **Seconded by:** Ms. Verrill

Yea: 5 **Nay:** 0 **Abstain:** 2 (Morrissey, Wells)

10. MAYOR AND COUNCIL REPORTS

A. MAYOR'S REPORT

- Mayor Carey and Chief Baker will attend the Dr. Seuss Green Eggs and Ham breakfast at the University Park Elementary School on Tuesday, March 3.
- The VeoRide Bike Share Program continues to grow with 40 new customers signing on every day in the month of February. In that same month, it was reported that scooters had 16,222 rides, 279 bike rides and 2,142 e-bike rides.
- A March meeting is being planned for a "walk" along Adelphi Road to discuss options for safe pedestrian and bicycle crossing.
- Mayor Carey encouraged Councilmembers to accept the breakfast invitation from the Office of County Councilmember Dannielle Glaros and to attend the breakfast scheduled for Wednesday, March 25.

B. COUNCIL AND COMMITTEE REPORTS

Sustainability Committee - Mr. Schultz
The next meeting is scheduled for Wednesday, March 4 at Town Hall at 7:30 p.m.

Helping Hands University Park - Ms. Verrill
A meeting is scheduled for Tuesday, March 3 at Town Hall at 7:30 p.m.

Development Overview Committee - Ms. Wells
The next meeting is scheduled for Thursday, March 12 at Town Hall at 7:30 p.m.

- Discussion will include: detailed site plan for the Dewey Property; renovation of the McDonalds on the corner of East West Highway and Baltimore Avenue; a new McDonalds on the corner of Riggs and University Boulevard and the comprehensive map amendment for the Zoning Ordinance (public hearing on March 23).
- The Bozzuto Project will be underway at the former Platos/Quality Inn site.

Public Facilities and Services - Mr. Caskey
The next meeting is scheduled for Thursday, March 19 at Town Hall at 7:30 p.m.

- Committee members will receive a copy of the Town Hall needs study from 10 years ago for discussion.

At the suggestion of Ms. Verrill, the meeting continued with discussion on practices and policies of the Council during meetings.

DRAFT

11. ADJOURNMENT by consent at 8:45 p.m.

DRAFT

Agenda Item 9
Treasurer's Report

Town of University Park
Treasurer's Report
February 29, 2020

Cash Balances

Bank of America - General Fund	$14,402.14
Suntrust - General Fund	55,433.95
Suntrust - Debit Card A/C	12,242.36
MD Local Government Investment Pool	2,665,349.50
Police Benevolence Fund	9,333.40
Employee Holiday Fund	0.00
BB&T Bank - CD	4,208.20
Petty Cash	500.00
Total	**$2,761,469.55**

Town of University Park
Treasurer's Report
February 2020

	February	Jul '19 - Feb 20	Budget	$ Over Budget	% of Budget
Income					
General Fund Revenues					
I - Taxes					
4000-00 · Real Estate Tax Revenue	21,636.98	2,416,362.28	2,424,892.00	(8,529.72)	99.65%
4005-00 · Business Personal Property Tax	61.20	53,769.21	60,000.00	(6,230.79)	89.62%
4010-00 · Penalties & Interest on Taxes	173.21	2,000.27	1,000.00	1,000.27	200.03%
4020-00 · State Income Tax	156,445.01	429,968.59	652,815.00	(222,846.41)	65.86%
Total I - Taxes	178,316.40	2,902,100.35	3,138,707.00	(236,606.65)	92.46%
II - State Shared					
4015-00 · Highway Users		34,117.96	116,590.00	(82,472.04)	29.26%
4025-00 · Police Protection		24,754.00	49,730.00	(24,976 00)	49.78%
4030-00 · Bank Stock		0.00	10,257.00	(10,257 00)	0.0%
Total II - State Shared	0.00	58,871.96	176,577.00	(117,705 04)	33.34%
III - County					
4055-00 · Landfill Rebate		1,564.00	6,256.00	(4,692 00)	25.0%
Total III - County	0.00	1,564.00	6,256.00	(4,692 00)	25.0%
IV - Licenses & Permits					
4075-00 · Cable TV Franchise Payments		19,397.72	36,000.00	(16,602 28)	53.88%
4076-00 · Cable TV - Capital Equipment		12,158.40	22,600.00	(10,441.60)	53.8%
4080-00 · Building Permits & Fees		937.93	1,500.00	(562 07)	62.53%
Total IV - Licenses & Permits	0.00	32,494.05	60,100.00	(27,605 95)	54.07%
V - Miscellaneous					
4085-00 · Accident Reports		180.00			
4095-00 · Rental License Fees		6,800.00	31,200.00	(24,400 00)	21.8%
4100-00 · Fines - Police		550.00	4,000.00	(3,450 00)	13.75%
4105-00 · Vehicle Release		575.00	2,000.00	(1,425 00)	28.75%
4120-00 · Interest Income		18,956.60	37,500.00	(18,543.40)	50.55%
4150-00 · Revenue -Miscellaneous		1,806.25	1,889.00	(82.75)	95.62%
4155-00 · Revenue - Recycling	16.00	1,063.40	2,000.00	(936.60)	53.17%
4160-00 · Sale of Asset		850.00	17,000.00	(16,150 00)	5.0%
4170-00 · Red Light Camera		10,975.00	20,750.00	(9,775 00)	52.89%
4244-00 · Sale of Energy Credits		2,847.12	500.00	2,347.12	569.42%
4248-00 · PEPCO - Solar Array Excess Gen.		0.00	2,000.00	(2,000.00)	0.0%
Total V - Miscellaneous	16.00	44,603.37	118,839.00	(74,235.63)	37.53%
VI - Grant & Bond Revenue					
4206-00 · Maryland Bond Bill - Town Hall		0.00	200,000.00	(200,000.00)	0.0%
4212-00 · MHAA Grant		0.00	40,750.00	(40,750.00)	0.0%
4214-00 · Leaf/Utility Vehicle Lease		0.00	150,000.00	(150,000.00)	0.0%
4230-00 · Infrastrusture Bond - 2019		0.00	1,800,000.00	(1,800,000.00)	0.0%
4243-00 · WSSC/WGL - Street Repair Rebate		0.00	516,000.00	(516,000.00)	0.0%
Total VI - Grant & Bond Revenue	0.00	0.00	2,706,750.00	(2,706,750.00)	0.0%
VII - Prior Year's Surplus		0.00	1,915,737.00	(1,915,737.00)	0.0%
Total General Fund Revenues	178,332.40	3,039,633.73	8,122,966.00	(5,083,332.27)	37.42%
Total Income	178,332.40	3,039,633.73	8,122,966.00	(5,083,332 27)	37.42%
Gross Profit	178,332.40	3,039,633.73	8,122,966.00	(5,083,332 27)	37.42%

Town of University Park
Treasurer's Report
February 2020

	February	Jul '19 - Feb 20	Budget	$ Over Budget	% of Budget
Expense					
General Government					
I - Personnel - Gen Govt					
A Salaries - General Government					
6103-01 · Administration Expenses		0.00	75,000.00	(75,000.00)	0.0%
6104-01 · Mayor's Salary	1,538.46	12,923.06	20,000.00	(7,076.94)	64.62%
6105-01 · General Government - Reg	11,361.89	102,493.40	184,207.00	(81,713.60)	55.64%
6108-01 · General Government - Sick	349.36	2,393.92			
6109-01 · General Government - Vacation	2,080.32	12,665.39			
Total A Salaries - General Government	15,330.03	130,475.77	279,207.00	(148,731.23)	46.73%
B - Payroll Tax & Benefits - GG					
6600-01 · Life Insurance - Employee - GG	57.07	513.63			
6605-01 · Health Insurance - GG	122.85	1,798.13			
6610-01 · Payroll Taxes - GG	1,055.05	9,043.34	31,942.00	(22,898.66)	28.31%
6620-01 · Worker's Comp Insurance - GG		383.78			
6625-01 · Unemployment Insurance - GG	29.15	132.60			
6630-01 · State Retirement - GG		14,664.20			
6635-01 · Payroll Taxes - Mayor	117.70	1,000.39	3,590.00	(2,589.61)	27.87%
6640-01 · Unemployment - Mayor	4.61	9.23			
Total B - Payroll Tax & Benefits - GG	1,386.43	27,545.30	35,532.00	(7,986.70)	77.52%
Total I - Personnel - Gen Govt	16,716.46	158,021.07	314,739.00	(156,717.93)	50.21%
II -Operating - Gen. Government					
6000-01 · ADA (Interpreters)		0.00	250.00	(250.00)	0.0%
6005-01 · Accounting & Auditing		7,872.25	9,000.00	(1,127.75)	87.47%
6015-01 · Building Maintenance	663.00	9,050.80	15,000.00	(5,949.20)	60.34%
6020-01 · Building Utilities	1,149.78	2,893.39	7,000.00	(4,106.61)	41.33%
6027-01 · Council Retreat / Orientation		0.00	1,000.00	(1,000.00)	0.0%
6030-01 · Recording Secretary		2,125.00	5,000.00	(2,875.00)	42.5%
6050-01 · Elections		0.00	2,000.00	(2,000.00)	0.0%
6053-01 · Employee Awards and Events		1,900.52	3,000.00	(1,099.48)	63.35%
6055-01 · Engineering Serv. (Exc. Street)		0.00	2,000.00	(2,000.00)	0.0%
6064-01 · IT Costs	1,352.05	12,575.04	20,500.00	(7,924 96)	61.34%
6065-01 · Insurance	4,150.50	32,157.00	32,200.00	(43 00)	99.87%
6070-01 · Legal Advertisement		342.00	1,500.00	(1,158.00)	22.8%
6075-01 · Legal Fees		24,787.00	45,000.00	(20,213.00)	55.08%
6080-01 · Travel	607.01	1,051.46	20,000.00	(18,948.54)	5.26%
6085-01 · Memberships and Dues		5,923.28	6,000.00	(76.72)	98.72%
6090-01 · Newsletter		11,255.32	25,000.00	(13,744.68)	45.02%
6095-01 · Office Expenses	2,332.84	15,812.98	21,000.00	(5,187.02)	75.3%
6097-01 · Publications		0.00	8,000.00	(8,000.00)	0.0%
6110-01 · Small Equipment		5,232.50	6,000.00	(767.50)	87.21%
6115-01 · Telephone	211.90	5,492.85	10,000.00	(4,507.15)	54.93%
6128-01 · Training		375.00	1,500.00	(1,125.00)	25.0%
6130-01 · Website Maintenance & Design	695.00	6,260.00	8,800.00	(2,540.00)	71.14%
Total II -Operating - Gen. Government	11,162.08	145,106.39	249,750.00	(104,643.61)	58.1%

Town of University Park
Treasurer's Report
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	February	Jul '19 - Feb 20	Budget	$ Over Budget	% of Budget
III - Grants & Donations					
6063-01 · Fire Dept Donation		0.00	9,000.00	(9,000.00)	0.0%
6096-01 · Northwestern High School - PTA		6,000.00	6,000.00	0.00	100.0%
6099-01 · PTA Donation		0.00	6,000.00	(6,000.00)	0.0%
6152-01 · Senior Programs - Helping Hands	62.80	654.64	5,000.00	(4,345.36)	13.09%
6203-02 · UPCA Grant		0.00	8,000.00	(8,000.00)	0.0%
6250-02 · Azalea Classic		6,000.00	6,000.00	0.00	100.0%
Total III - Grants & Donations	62.80	12,654.64	40,000.00	(27,345.36)	31.64%
IV -Capital Outlay - Gen. Govt.					
6137-01 · Town Hall Security/Lighting		0.00	10,700.00	(10,700.00)	0.0%
6138-01 · Town Hall Design & Construction		0.00	240,000.00	(240,000.00)	0.0%
Total IV -Capital Outlay - Gen. Govt.	0.00	0.00	250,700.00	(250,700.00)	0.0%
V - Transit					
6125-07 · Transit - Call-A-Bus	878.45	13,431.10			
6126-01 · Transit - Salaries	4,005.72	36,901.48	88,500.00	(51,598.52)	41.7%
6610-07 · Payroll Tax - Transit	306.43	2,855.73			
6620-07 · Workers Comp Insurance - Van		1,203.33			
6625-07 · Unemployment Insurance - Trans	12.01	24.37			
6630-07 · State Retirement - Van		5,440.52			
Total V - Transit	5,202.61	59,856.53	88,500.00	(28,643.47)	67.63%
Total General Government	33,143.95	375,638.63	943,689.00	(568,050.37)	39.81%

Town of University Park
Treasurer's Report
February 2020

	February	Jul '19 - Feb 20	Budget	$ Over Budget	% of Budget
Police & Public Safety					
I - Police & PS - Personnel					
A - Salaries - P & PS					
6344-03 · Police - Vacation	155.68	12,020.55			
6345-03 · Police - Regular	46,610.72	386,779.60	670,540.00	(283,760.40)	57.68%
6346-03 · Police - OT	1,590.07	18,829.23			
6348-03 · Police - Holiday	1,238.96	10,003.36			
6349-03 · Police - Sick Plan	790.08	9,030.06			
Total A - Salaries - P & PS	50,385.51	436,662.80	670,540.00	(233,877.20)	65.12%
B - Payroll Tax & Benefits - PS					
6600-03 · Life Insurance - Employee - PS	110.00	990.00			
6605-03 · Health Insurance - Police & PS	4,004.64	47,155.46			
6610-03 · Payroll Taxes - Police & PS	3,860.90	33,749.77	237,091.00	(203,341.23)	14.24%
6620-03 · Workers Comp Insurance - PS		29,967.60			
6625-03 · Unemployment Insurance - PS	71.96	281.42			
6630-03 · State Retirement - PS		57,619.02			
Total B - Payroll Tax & Benefits - PS	8,047.50	169,763.27	237,091.00	(67,327.73)	71.6%
Total I - Police & PS - Personnel	58,433.01	606,426.07	907,631.00	(301,204.93)	66.81%
I.I - Code Compliance					
6380-03 · Code Compliance Salary	1,793.32	15,497.02	27,000.00	(11,502.98)	57.4%
6631-03 · Code Compliance- Payroll Tax	137.19	1,199.24			
6632-03 · Code Compliance- Unemployment	5.38	10.76			
6633-03 · Code Compliance Operating Costs	65.97	831.84	2,500.00	(1,668.16)	33.27%
Total I.I - Code Compliance	2,001.86	17,538.86	29,500.00	(11,961.14)	59.45%
II - Police & PS - Operating					
5303-03 · Citations - Red Light Camera	469.95	4,250.88	8,700.00	(4,449.12)	48.86%
6300-03 · Bike Patrol		161.98	2,000.00	(1,838.02)	8.1%
6303-03 · Body Worn Cameras		4,509.00	11,000.00	(6,491.00)	40.99%
6305-03 · Computer		0.00	2,000.00	(2,000.00)	0.0%
6307-03 · Crossing Guards	544.50	4,600.82	7,200.00	(2,599.18)	63.9%
6315-03 · Police Supplies & Manuals	422.02	5,681.38	9,240.00	(3,558.62)	61.49%
6320-03 · Gasoline	1,693.36	14,822.62	22,000.00	(7,177 38)	67.38%
6323-03 · Home Security Reimb. Program		100.00	1,500.00	(1,400 00)	6.67%
6325-03 · Medical Exams		6,445.50	7,000.00	(554 50)	92.08%
6327-03 · MILES Computer		0.00	100.00	(100.00)	0.0%
6329-03 · Mobile Data Terminals	541.26	3,372.14	6,375.00	(3,002.86)	52.9%
6330-03 · Travel, Meetings, Prof. Dues		920.00	3,500.00	(2,580.00)	26.29%
6340-03 · Radio Maintenance		0.00	500.00	(500.00)	0.0%
6350-03 · Small Equipment - Police	1,519.58	6,135.40	14,400.00	(8,264.60)	42.61%
6351-03 · Uniforms					
6360-03 · Uniform Cleaning		982.34	8,300.00	(7,317.66)	11.84%
6365-03 · Uniform Purchase	111.28	4,396.76			
Total 6351-03 · Uniforms	111.28	5,379.10	8,300.00	(2,920.90)	64.81%
6355-03 · Training		4,898.26	6,000.00	(1,101.74)	81.64%
6370-03 · Vehicle Maintenance		7,714.48	8,500.00	(785.52)	90.76%
Total II - Police & PS - Operating	5,301.95	68,991.56	118,315.00	(49,323.44)	58.31%
III - Police & PS - Cap. Outlay					
6335-03 · Police Car	0.00	0.00	49,500.00	(49,500.00)	0.0%
6558-03 · Purchase of Speed Signs		5,824.00	6,289.00	(465.00)	92.61%
Total III - Police & PS - Cap. Outlay	0.00	5,824.00	55,789.00	(49,965.00)	10.44%
Total Police & Public Safety	65,736.82	698,780.49	1,111,235.00	(412,454.51)	62.88%

Town of University Park
Treasurer's Report
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	February	Jul '19 - Feb 20	Budget	$ Over Budget	% of Budget
Public Works					
I - Personnel - PW					
A - Salaries - PW					
6545-05 · Mechanic	5,497.60	46,819.14			
6550-05 · Public Works	29,020.53	243,567.08	571,959.00	(328,391.92)	42.59%
6551-05 · Public Works - OT	57.86	10,733.26			
6553-05 · Contract Labor	1,497.60	29,091.48			
6554-05 · Public Works - Sick	2,151.85	10,467.76			
6555-05 · Public Works - Vacation	1,782.83	22,428.58			
Total A - Salaries - PW	40,008.27	363,107.30	571,959.00	(208,851.70)	63.49%
B - Payroll Tax & Benefits - PW					
6600-05 · Life Insurance - Employee -PW	137.50	1,278.40			
6605-05 · Health Insurance	8,640.22	108,399.34			
6610-05 · Payroll Taxes - PW	2,860.93	25,411.07	256,402.00	(230,990.93)	9.91%
6620-05 · Workers Comp Insurance - PW		8,425.72			
6625-05 · Unemployment Insurance - PW	71.96	172.49			
6630-05 · State Retirement - PW		50,163.84			
Total B - Payroll Tax & Benefits - PW	11,710.61	193,850.86	256,402.00	(62,551.14)	75.6%
Total I - Personnel - PW	51,718.88	556,958.16	828,361.00	(271,402.84)	67.24%
II - Operating - Parks & Rec					
6202-02 · Cemetery Upkeep		0.00	100.00	(100.00)	0.0%
6210-02 · Tree Maintenance		12,805.00	20,000.00	(7,195.00)	64.03%
6215-02 · Tree Replacement		7,990.20	8,000.00	(9.80)	99.88%
6217-02 · Tree Replacement Program		1,625.94	4,000.00	(2,374.06)	40.65%
6220-02 · Upkeep of Park		3,543.91	8,000.00	(4,456.09)	44.3%
6227-02 · Park Usage Concept Plan		0.00	100.00	(100.00)	0.0%
6230-02 · Playing Field Maintenance		3,220.00	7,000.00	(3,780.00)	46.0%
6235-02 · Park Landscape Maintenance		6,360.00	10,000.00	(3,640.00)	63.6%
Total II - Operating - Parks & Rec	0.00	35,545.05	57,200.00	(21,654.95)	62.14%
III - Operating - Streets					
6410-04 · Snow Removal Supplies		0.00	5,000.00	(5,000.00)	0.0%
6420-04 · Street Lights	2,307.86	15,467.31	28,000.00	(12,532.69)	55.24%
6425-04 · Street Repairs		4,233.65	24,500.00	(20,266.35)	17.28%
6435-04 · Street Trees - Replacement		10,019.00	10,000.00	19 00	100.19%
6440-04 · Street Tree - Maintenance		14,371.00	28,000.00	(13,629.00)	51.33%
Total III - Operating - Streets	2,307.86	44,090.96	95,500.00	(51,409.04)	46.17%
IV - Operating - Gen./Sanit					
Uniforms					
6570-05 · Uniform Purchases		3,819.08	5,500.00	(1,680.92)	69.44%
Total Uniforms	0.00	3,819.08	5,500.00	(1,680.92)	69.44%
6500-05 · Fuel	1,956.06	18,318.44	28,000.00	(9,681.56)	65.42%
6501-05 · Composting		3,481.11	5,000.00	(1,518.89)	69.62%
6505-05 · Landfill	6,671.61	24,019.98	64,000.00	(39,980.02)	37.53%
6510-05 · Landfill - Compost (MD Environ)	5,272.50	15,616.76			
6515-05 · Medical Exams		0.00	500.00	(500.00)	0.0%
6535-05 · Recycling Costs		3,638.76	12,000.00	(8,361.24)	30.32%
6546-05 · Travel & Dues		5,183.67	5,000.00	183.67	103.67%
6547-05 · Training		386.95	2,000.00	(1,613.05)	19.35%
6560-05 · Tools & Supplies	232.98	6,007.02	8,000.00	(1,992.98)	75.09%
6580-05 · Vehicle Maintenance	6,427.35	23,605.18	30,000.00	(6,394.82)	78.68%
6585-05 · Work & Storage Space	3,001.89	35,917.66	45,700.00	(9,782.34)	78.59%
6590-05 · Tiger Mosquito Repression Prog.		0.00	100.00	(100.00)	0.0%
Total IV - Operating - Gen./Sanit	23,562.39	139,994.61	205,800.00	(65,805.39)	68.03%

Town of University Park
Treasurer's Report
February 2020

	February	Jul '19 - Feb 20	Budget	$ Over Budget	% of Budget
V - Capital Outlay - PW					
6504-05 · Capital Outlay Trash Container	222.50	5,505.93	7,000.00	(1,494.07)	78.66%
6509-05 · Park Bridge Repl. Beechwood Rd		1,989.98	100,000.00	(98,010.02)	1.99%
6517-05 · Leaf/Utility Truck Purchase		0.00	150,000.00	(150,000.00)	0.0%
6518-05 · Street & Infrastructure FY2020		0.00	2,507,106.00	(2,507,106.00)	0.0%
6519-05 · MHAA Trail Project		9,217.00	81,500.00	(72,283.00)	11.31%
Total V - Capital Outlay - PW	222.50	16,712.91	2,845,606.00	(2,828,893.09)	0.59%
Total Public Works	77,811.63	793,301.69	4,032,467.00	(3,239,165.31)	19.67%
Reserves & Debt Service					
I. Unreserved - Designated					
6600-08 · Vehicle Replacement		0.00	26,000.00	(26,000.00)	0.0%
6610-08 · Tree Replacement		0.00	40,000.00	(40,000.00)	0.0%
6615-08 · Police Officer		0.00	68,000.00	(68,000.00)	0.0%
Total I. Unreserved - Designated	0.00	0.00	134,000.00	(134,000.00)	0.0%
II. Reserved - Designated					
6630-08 · Cemetery		0.00	4,204.00	(4,204.00)	0.0%
6640-08 · Cable Capital Equipment		0.00	173,150.00	(173,150.00)	0.0%
Total II. Reserved - Designated	0.00	0.00	177,354.00	(177,354.00)	0.0%
III. Debt Service					
6044-01 · Debt Service Infrast. Bond		206,241.84	206,254.00	(12.16)	99.99%
6051-01 · Debt Service - 2019 Bond		0.00	125,268.00	(125,268 00)	0.0%
6054-01 · Leaf/Utility Truck Lease Pymt.	744.00	28,962.81	29,000.00	(37.19)	99.87%
6507-05 · Packer Lease Payment		58,192.76	58,200.00	(7 24)	99.99%
Total III. Debt Service	744.00	293,397.41	418,722.00	(125,324 59)	70.07%
IV. Unreserved Funds	0.00	0.00	1,305,499.00	(1,305,499 00)	0.0%
Total Reserves & Debt Service	744.00	293,397.41	2,035,575.00	(1,742,177 59)	14.41%
Total Expense	177,436.40	2,161,118.22	8,122,966.00	(5,961,847.78)	26.61%
Net Income	**896.00**	**878,515.51**	**0.00**	**878,515.51**	**100.0%**

Agenda Item 9
Police Report

University Park
Police Information
Crime Report
February 24 – March 16, 2020

Ward 1
On March 5, 2020 at 3:17 p.m., an unknown male suspect broke into a residence in the 6300 Queens Chapel Road and fled in a black SUV. The only property that was stolen was a jar full of coins, however, it was recovered on the property.

Ward 2
No activity to report.

Ward 3
No activity to report.

Ward 4
No activity to report.

Ward 5
No activity to report.

Ward 6
No activity to report.

Ward 7
No activity to report.

Training –

- March 1-2, Sgt. Sunday attended a Drug Recognition Expert (DRE) Conference.
- March 4, Chief Baker participated in a Suicide Awareness Forum for Law Enforcement Executives at Fairfax County Police Headquarters.
- March 5, Chief Baker participated in a coronavirus conference call with Prince George's County Public Health Officials.
- March 6, Chief Baker attended a Town Hall Meeting on coronavirus.
- March 9-11, Sgt. Sunday and Stennett completed Police In-Service Training.
- March 11, Chief Baker participated in Maryland Chief's and Prince George's Police Chief's Association coronavirus conference calls.

Stop Sign Enforcement Initiative –

- During the month of March, the University Park Police conducted a stop sign enforcement initiative and wrote 42 enforcement actions for stop sign violations.

April is Distracted Driving Month –

- *April 11, University Park Police and Maryland State Police, College Park Barrack will conduct a distracted driving enforcement initiative on Baltimore Avenue, East West Hwy and Adelphi Road from 7 p.m. to 1 a.m.*

Help the University Park Police prevent theft from your vehicle by removing all valuables and locking the doors. Remember – Keep it Safe, Keep it with you!

**Anyone with tips regarding crimes committed in University Park is encouraged to contact the UPPD. All information will be kept confidential. Callers wishing to remain anonymous may call Crime Solvers at 1-866-411 TIPS (8477) OR text "PGPD plus your tip" to CRIMES (274637) on your cell phone OR go to http://www.princegeorgescountymd.gov/police/ and submit a tip online.

Chief's Blog