

City of Salisbury



MARYLAND

SALISBURY CITY COUNCIL WORK SESSION AGENDA

**OCTOBER 6, 2014
COUNCIL CHAMBERS, ROOM 301
GOVERNMENT OFFICE BUILDING**

- 4:30 p.m. Salisbury City Census Bureau Date Overview – Nesreen Khashan
- 5:30 p.m. Standard Solar Presentation – Robert Busler
- 6:00 p.m. Capacity fee waiver for Booth Street Apartments Phase I – Patrick Stewart
- 6:30 p.m. Proposed Annexation – Tri-County Council of the Lower Eastern Shore – Bill Holland
- 7:00 p.m. Council Discussion
- 7:10 p.m. Motion to convene in Closed Session to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal as permitted in the Annotated Code of Maryland §10-508(a)(14).

*Times shown are approximate. Council reserves the right to adjust the agenda as circumstances warrant.
The Council reserves the right to convene in Closed Session as permitted under the Annotated Code of Maryland 10-508(a).*

P E N N R O S E

We Bring It All Together

September 12, 2014

Mr. Terence Arrington
Assistant City Administrator
City of Salisbury, Maryland
125 N. Division Street, room 304
Salisbury, MD 21801-4940

Re: Request for Capacity Fee Waiver for Booth Street Apartments Phase I

Dear Mr. Arrington:

We are writing to request a waiver of the Capacity Fee for the Booth Street Apartments Phase I project, pursuant to Salisbury City Council's Capacity Fee Waiver Process under Resolution No. 1211 for public sponsored or affordable housing.

The applicants, the Wicomico County Housing Authority and Pennrose Properties, LLC, are partnering to demolish and redevelop the existing 100-unit Booth Street public housing community located at 901-921 Booth Street. The project is being developed by Booth Street Phase I, LLC which is an entity comprised of the Wicomico County Housing Authority and Pennrose Properties, LLC. The first phase of this proposed redevelopment project, known as Booth Street Apartments Phase I, will focus on the western half of the existing site, and will replace 50 of the existing public housing dwellings with eighty-four (84) newly-constructed affordable apartment dwellings in nine (9) three-story wood-frame apartment buildings. The project recently obtained Development Plan approval from the Salisbury Planning Commission at its August 21, 2014 meeting.

The project will include a mix of twenty-two (22) one-bedroom units, forty-six (46) two-bedroom units, and sixteen (16) three-bedroom units. The project is 100% affordable to households earning no more than 60% AMI, and will remain subject to affordability restrictions for a period of thirty (30) years. Of the project's eighty-four (84) total units, thirty-four (34) will be affordable to households earning no more than 60% of Area Median Income. Fifty (50) of the units are provided as replacement units for current residents of the Booth Street public housing development and will be supported by long-term Project-based Section 8 rental assistance under the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration (RAD) program, which will allow residents to pay no more than 30% of their income for rent and utilities.

It is our understanding that the project would be subject to a Capacity Fee of \$3,533 per Equivalent Dwelling Unit (EDU). Given the project's eighty-four (84) dwelling units, we estimate

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the total Capacity Fee to be \$296,772. If the City considered only the net additional thirty-four (34) units that will be constructed (since fifty (50) units are currently existing and eighty-four (84) total new units will be constructed), then we estimate the Capacity Fee at \$120,122.

The subject property is currently occupied by fifty (50) multi-family apartment homes which were constructed more than forty years ago and which will be demolished and replaced by eighty-four (84) newly-constructed affordable rental apartments. No additional public facilities or services are anticipated to be needed to adequately serve the proposed development, beyond those already available to the site, and the project is not anticipated to create any net additional burden to public facilities and services.

Based on the above factors, the applicants respectfully submit that the proposed project warrants a waiver of the Capacity Fee, consistent with the Capacity Waiver Process.

Thank you for your careful consideration of this request.

Sincerely,



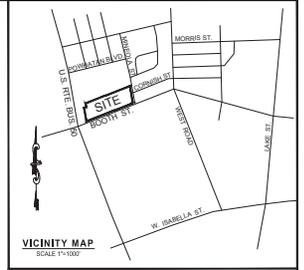
Patrick Stewart
Pennrose Properties, LLC

Cc: Ivy Dench-Carter, Pennrose Properties, LLC
Suzanne Brown, Wicomico County Housing Authority

BOOTH STREET APARTMENTS

901-921 BOOTH STREET, SALISBURY, MD 21801

SITE PLAN REDEVELOPMENT - PHASE 1



PROJECT DATA

- OWNER: WICOMICO COUNTY HOUSING AUTHORITY
911 BOOTH STREET, SALISBURY, MD 21801
ATTN: E. NARCINDA CHURCH, EXEC. DIR.
TEL: 410-741-1383
- DEVELOPER: PENNROSE PROPERTIES, LLC
575 SOUTH CHARLES STREET, SUITE 140
BALTIMORE, MD 21201
ATTN: I.VY DENCH-CARTER
PATRICK STEWART
TEL: 443-423-1624
- PROPERTY LOCATION: 901-921 BOOTH STREET, SALISBURY, MD 21801
DEED: 0976 1846 014
DISTRICT: 09
ACCOUNT NO.: 03866
TAX MAP: 038, PARCEL 0278
AREA: 9,386 sq. (TOTAL SITE)
AREA: 5,376 sq. (PHASE 1)
- ZONING: R-8 (2.23 ac.) and LB-2 (3.15 ac.)
- EXISTING LAND USE: IMPROVED WITH MULTIFAMILY RESIDENTIAL RENTAL APARTMENT BUILDINGS.
- PROPOSED LAND USE: DEMOLITION OF EXISTING RESIDENTIAL APARTMENT BUILDINGS AND REDEVELOPMENT WITH 44 NEW MULTIFAMILY RESIDENTIAL APARTMENT UNITS IN NEW BUILDINGS, (PHASE 1).

SHEET INDEX

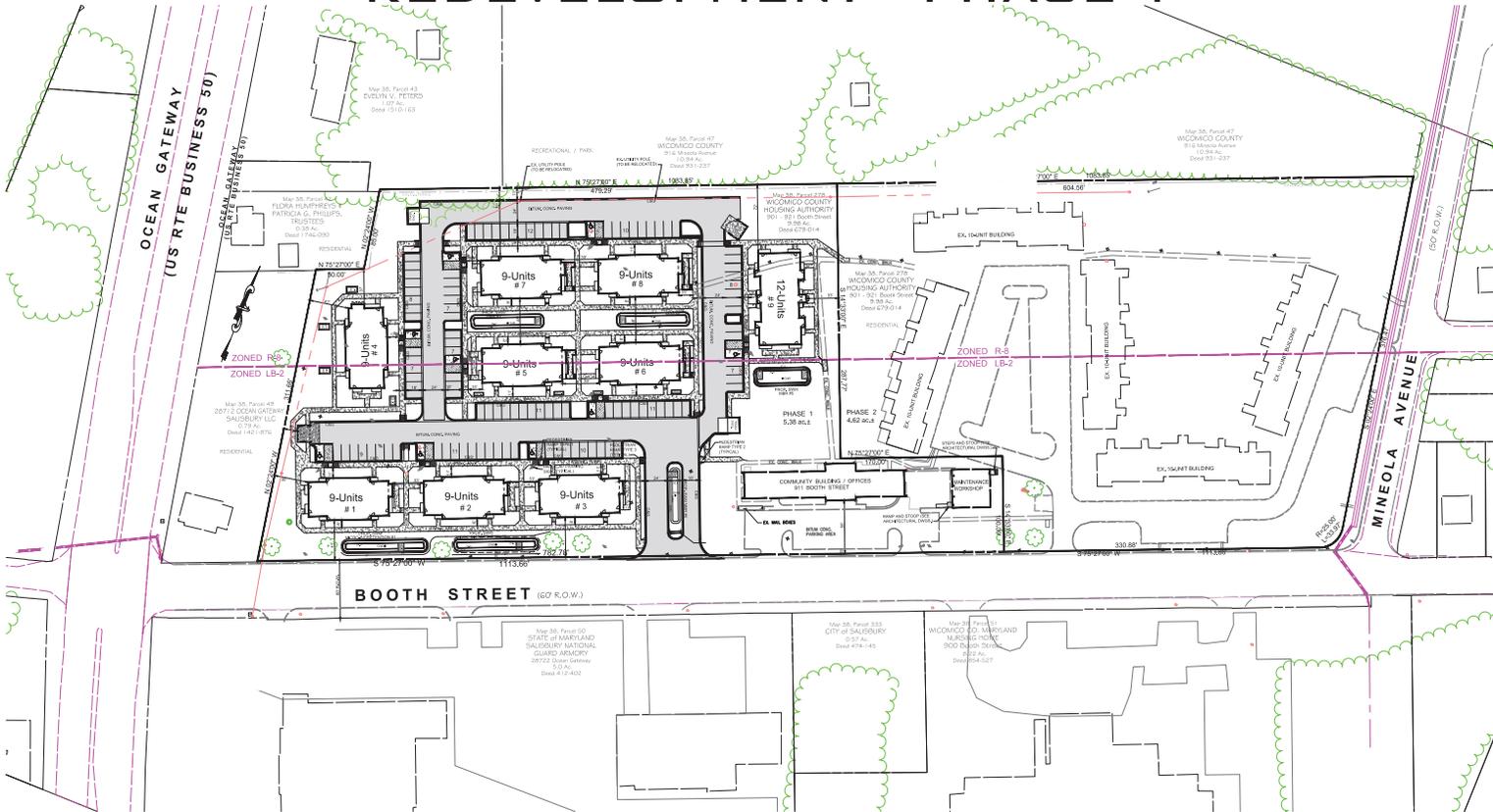
- C-1 OVERALL SITE PLAN
- C-2 SITE PLAN - PROPOSED
- C-3 EXISTING SITE AND DEMOLITION PLAN
- C-4 GRADING PLAN
- C-5 UTILITY PROFILES
- C-6 CONSTRUCTION DETAILS 1
- C-7 CONSTRUCTION DETAILS 2
- C-8 SEDIMENT CONTROL PLAN
- C-9 SWM PLAN - OVERALL
- C-10 SEDIMENT CONTROL DETAILS 2
- C-11 SWM PLAN - OVERALL
- C-12 SWM MICRO-BIORETENTION PLAN 1
- C-13 SWM MICRO-BIORETENTION PLAN 2
- C-14 SWM MICRO-BIORETENTION PLAN 3
- C-15 SWM DRY WELLS PLAN

SURVEY CONTROL

COORDINATES AND BEARINGS SHOWN HEREON ARE REFERRED TO THE MARYLAND STATE COORDINATE SYSTEM NAD 83 (1991), AND BASED ON THE FOLLOWING CONTROL POINTS:
 KCM T-1: N 241,869.6167 E, 1,709,278.6493
 KCM T-2: N 281,463.5841 E, 1,708,778.1958
 ELEVATIONS REFERRED TO THE MARYLAND STATE COORDINATE SYSTEM NAVD 88, AND BASED ON THE FOLLOWING CONTROL POINTS:
 KCM T-1: ELEVATION 28.84
 KCM T-2: ELEVATION 31.15

LEGEND

- ☉ TELEPHONE MANHOLE
- ☉ SANITARY CLEAN OUT
- ☉ DEODOROUS TREE
- ☉ SANITARY SEWER MANHOLE
- ☉ DOUBLE INLET
- ☉ TRAFFIC POLE
- ☉ SINGLE INLET
- ☉ TELEPHONE MANHOLE
- ☉ STORM DRAIN MANHOLE
- ☉ UNKNOWN MANHOLE
- ☉ ELECTRIC MANHOLE
- ☉ UTILITY POLE
- ☉ FIRE HYDRANT
- ☉ WATER METER
- ☉ GUY WIRE
- ☉ WATER VALVE
- ☉ DW
- ☉ GAS VALVE
- ☉ HANG BOX
- ☉ LIGHT POLE
- ☐ PROP. BUILDING
- ☐ EX. TREE TO BE REMOVED
- ☐ PROP. CONC. WALKS
- ☐ EX. TRAFFIC ARROWS
- ☐ PROP. BITUM. CONC. PAVING



SITE PLAN SCALE: 1" = 60'



KCW
ENGINEERING
TECHNOLOGIES

KCW Engineering Technologies, Inc.
810 Landmark Drive, Suite 215
Glen Burnie, MD 21061
Phone: 410.768.7700
Fax: 410.768.0200
www.kcw-et.com

ARCHITECT:

Architecture by Design

www.architecturebydesign.com 800.333.3333
 410.768.7700 (toll free) 410.768.0200 (fax)
 Attn: Justin A. Miller, AIA, CDT, LEED AP, Principal
 Email: jml@architecturebydesign.com

OWNER:

WICOMICO COUNTY HOUSING AUTHORITY
911 BOOTH STREET
SALISBURY, MD 21801
Attn: E. Narcinda Church,
Executive Director
Tele: 410-749-1383

DEVELOPER:

PENNROSE PROPERTIES, LLC
575 SOUTH CHARLES STREET, SUITE 140
BALTIMORE, MD 21201
Attn: Ivy Dench-Carter
Patrick Stewart
Tele: 443-423-1624

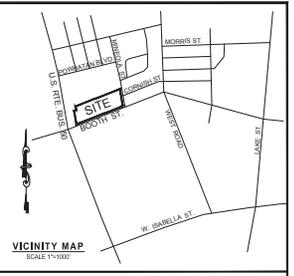
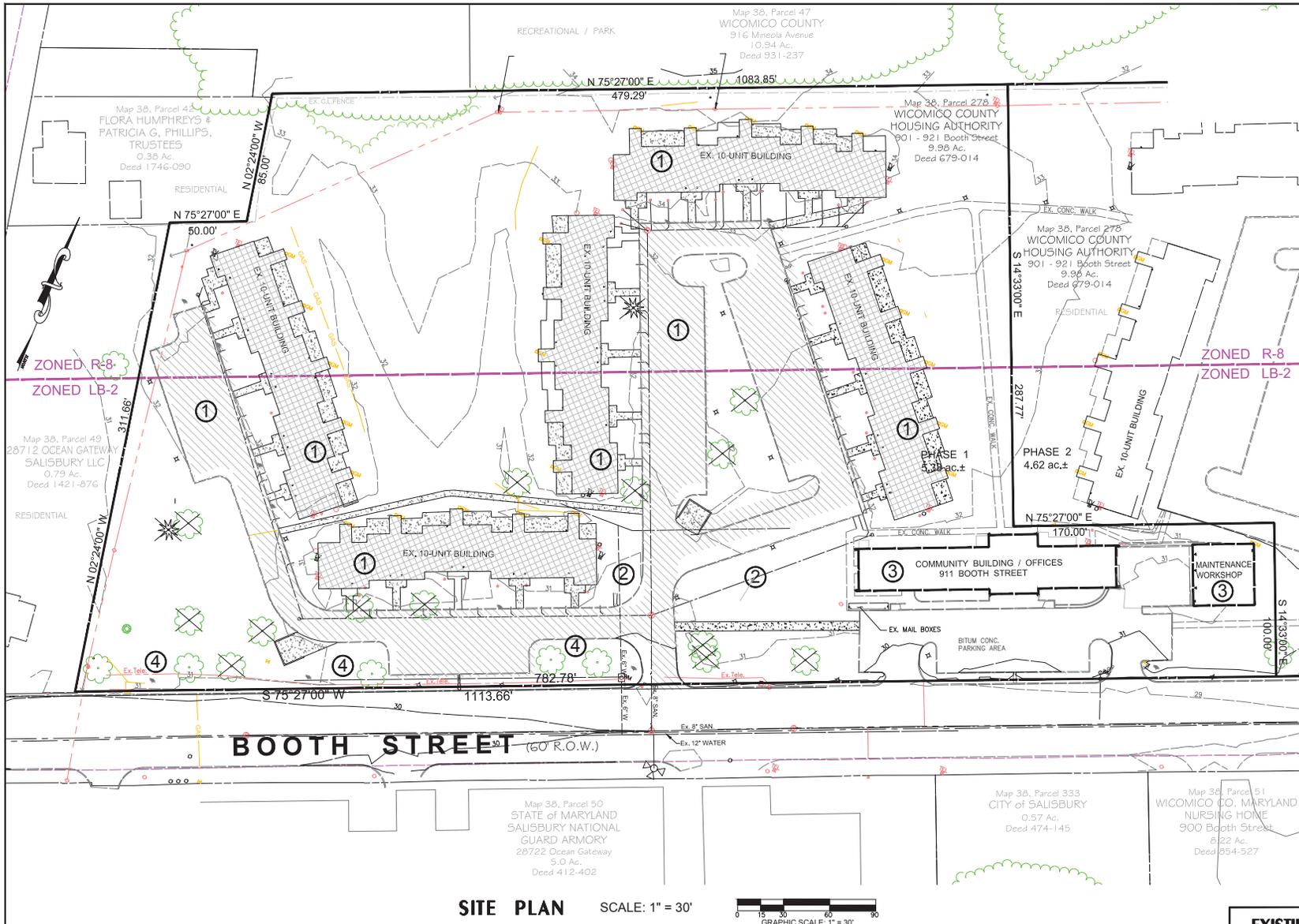
REVISIONS	
DATE	DESCRIPTION
06/14/14	VIABILITY SET

KCW J.O.: 2130246
SCALE: 1" = 60'
DESIGNED: DLK
DRAWN: MT
CHECKED: KCA
DATE: JUNE 14, 2014
DRAWING NO.: C-1

OVERALL SITE PLAN

**BOOTH STREET APARTMENTS
REDEVELOPMENT - PHASE 1**

WICOMICO COUNTY, MARYLAND ELECTION DISTRICT 09



- PROJECT DATA**
- OWNER: WICOMICO COUNTY HOUSING AUTHORITY
911 BOOTH STREET, SALISBURY, MD 21801
ATTN: E. NARCINDA CHURCH, EXEC. DIR.
TELE: 410-749-1383
 - DEVELOPER: PENNROSE PROPERTIES, LLC
575 SOUTH CHARLES STREET, SUITE 140
BALTIMORE, MD 21201
ATTN: IVY DENCH-CARTER
PATRICK STEWART
TELE: 443-423-1624
 - PROPERTY LOCATION: 901 - 921 BOOTH STREET, SALISBURY, MD 21801
DEED: 0078 180-014
DISTRICT: 09
ACCOUNT NO.: 03894
TAX MAP: 038 PARCEL 0270
AREA: 5.258 ac. (TOTAL SITE)
5.378 ac. (PHASE 1)
 - ZONING: R-8 (2.23 ac) and LB-2 (3.15 ac.)
 - EXISTING LAND USE: IMPROVED WITH MULTIFAMILY RESIDENTIAL APARTMENT BUILDINGS
 - PROPOSED LAND USE: DEMOLITION OF EXISTING RESIDENTIAL APARTMENT BUILDINGS AND REDEVELOPMENT WITH 64 NEW MULTIFAMILY RESIDENTIAL APARTMENT UNITS IN 9 NEW BUILDINGS (PHASE 1).

- SCOPE OF DEMOLITION WORK**
- ALL EXISTING IMPROVEMENTS WITHIN PHASE 1 AREA TO INCLUDE RESIDENTIAL BUILDINGS, PARKING, SIDEWALKS AND UTILITIES SHALL BE DEMOLISHED.
 - ALL UTILITIES WITHIN PHASE 1 AREA TO BE ABANDONED.
 - EXISTING COMMUNITY BUILDING / OFFICES, AND MAINTENANCE SHOP SHALL BE RENOVATED.
 - EXISTING TREES ALONG BOOTH STREET TO BE SAVED, UNLESS SHOWN OTHERWISE.

SITE PLAN SCALE: 1" = 30'
GRAPHIC SCALE: 1" = 30'

KCW
ENGINEERING TECHNOLOGIES
KCW Engineering Technologies, Inc.
810 Landmark Drive, Suite 215
Glen Burnie, MD 21061
Phone: 410.768.7700
Fax: 410.768.0200
www.kcw-et.com

ARCHITECT:
Architecture by Design
www.abdesign.com
2010 Chartered (State) - Suite 2
4100 W. 11th Street, Suite 100, Baltimore, MD 21204
Attn: Justin A. Miller, AIA, CDT, LEED AP, Principal
Email: jml@abdesign.com

OWNER:
WICOMICO COUNTY HOUSING AUTHORITY
911 BOOTH STREET
SALISBURY, MD 21801
Attn: E. Narcinda Church,
Executive Director
Tele: 410-749-1383

DEVELOPER:
PENNROSE PROPERTIES, LLC
575 SOUTH CHARLES STREET, SUITE 140
BALTIMORE, MD 21201
Attn: Ivy Dench-Carter
Patrick Stewart
Tele: 443-423-1624

REVISIONS	
DATE	DESCRIPTION
06/14/14	VIABILITY SET

KCW J.O.: 2130246
SCALE: 1" = 30'
DESIGNED: DLK
DRAWN: MT
CHECKED: KCA
DATE: JUNE 14, 2014
DRAWING NO.: C-3

EXISTING SITE AND DEMOLITION PLAN
BOOTH STREET APARTMENTS REDEVELOPMENT - PHASE 1
WICOMICO COUNTY, MARYLAND ELECTION DISTRICT 09



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These drawings are schematic design documents only. They are intended to convey design intent and further development is necessary for construction documents. These documents should not be used for permitting purposes.

A16

ISSUED FOR:
APPLICATION SUB. 10-25-13

PROJECT
BOOTH STREET APTS. PHASE ONE
PENROSE PROPERTIES, LLC
SHEET TITLE & SCALE
EXISTING PHOTOGRAPHS
NOT TO SCALE

Architecture
by
Design
www.ABD- Architects.com 9005 Cherrylee Drive - Suite 5
(410)460-3210 P. (410)460-2480 F. Tillicott City, Maryland 21042



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410460-3210 P. 410460-2480 F. Tillicott City, Maryland 21042

PROJECT
BOOTH STREET APTS. PHASE ONE
PENROSE PROPERTIES, LLC

SHEET TITLE & SCALE
CONCEPTUAL ELEVATIONS
SCALE: 1/4" = 1'-0"

ISSUED FOR:
APPLICATION SUB. 10-25-13

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AS



FRONT ELEVATION (BOTH SIDES)

9 UNIT BUILDING

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www.ARD-Architects.com 9005 Cherrylee Drive - Suite 5
(410)460-3210 P. (410)460-2480 T. Ellison City, Maryland 21042

PROJECT
BOOTH STREET APTS. PHASE ONE
PENROSE PROPERTIES, LLC

SHEET TITLE & SCALE
ELEVATIONS - 9 UNIT BLDG.
SCALE: 1/4"=1'-0"

ISSUED FOR:
APPLICATION SUB. 10-25-13

These drawings are schematic design documents only. They are intended to convey design intent and further development is necessary for construction documents. These documents should not be used for permitting purposes.

A10

PROJECT
BOOTH STREET APTS. PHASE ONE
PENROSE PROPERTIES, LLC

SHEET TITLE & SCALE
ELEVATIONS - 9 UNIT BLDG.
SCALE: 1/4" = 1'-0"

ISSUED FOR:
APPLICATION SUB. 10-25-13

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All



LEFT SIDE ELEVATION



RIGHT SIDE ELEVATION

9 UNIT BUILDING

Memorandum

To: M. Thomas Stevenson, Jr., City Administrator

CC: Terence Arrington, Asst. City Administrator

From: William T. Holland

Date: 10/2/2014

Re: City Council Work Session Overview of the Proposed Annexation of the
TCCLES

The Department of Building, Permitting & Inspections requests the Tri-County Council's for the Lower Eastern Shore annexation be placed on the City Council work session scheduled for Monday, October 6th. As part of the presentation, the City Council will be provided information related to this request, including, but not limited to the following:

- Purpose of the request;
- Consistency with applicable plans and policies;
- Overview of next steps; and
- Obtain consent of the Council to proceed with the annexation request.

Consistent with the City's 2006 Annexation Policies and Procedures, the applicant has signed the annexation agreement. Moreover, the annexation petitioner has paid the required annexation fee, which is based on the total acreage of the site.

The 27.6 acre site is located at the northwest quadrant of the U.S. Route 50 and Walston Switch Road intersection and was the former site of Filtronic/Comtek/Powerwave. This request does not contain a concept development plan because the site is developed with a two-story building consisting of 74,000 sq. ft. of office space, as well as a 12,000 sq. ft. maintenance facility for Shore Transit's fleet.

Attached, please find the cover letter and the signed annexation petition along with the current Wicomico County Zoning Map, City of Salisbury Zoning Map, and an aerial map of the location.

Staff is available to answer questions about this request.



31901 TRI-COUNTY WAY
SUITE 203
SALISBURY, MARYLAND 21804
PHONE: 410-341-8989
FAX: 410-341-8988
WWW.LOWERSHORE.ORG

June 23, 2014

City of Salisbury
125 North Division Street
Salisbury, MD 21803

Re: Annexation of Tri-County Council Multi-Purpose Center

To Whom It May Concern:

Please accept the attached Petition for Annexation for the Tri-County Council Multi-Purpose Center located at 31901 Tri-County Way.

Please let me know if you have any questions or need any additional information.

Sincerely,

Michael P. Pennington
Executive Director

Attachment



Serving Somerset, Wicomico and Worcester Counties



CITY OF SALISBURY

PETITION FOR ANNEXATION

To the Mayor and Council of the City of Salisbury:

I/We request annexation of my/our land to the City of Salisbury.

Parcel(s) # 0266

Map # 0039

SIGNATURE(S)

Paul P. Pitt

6/23/2014

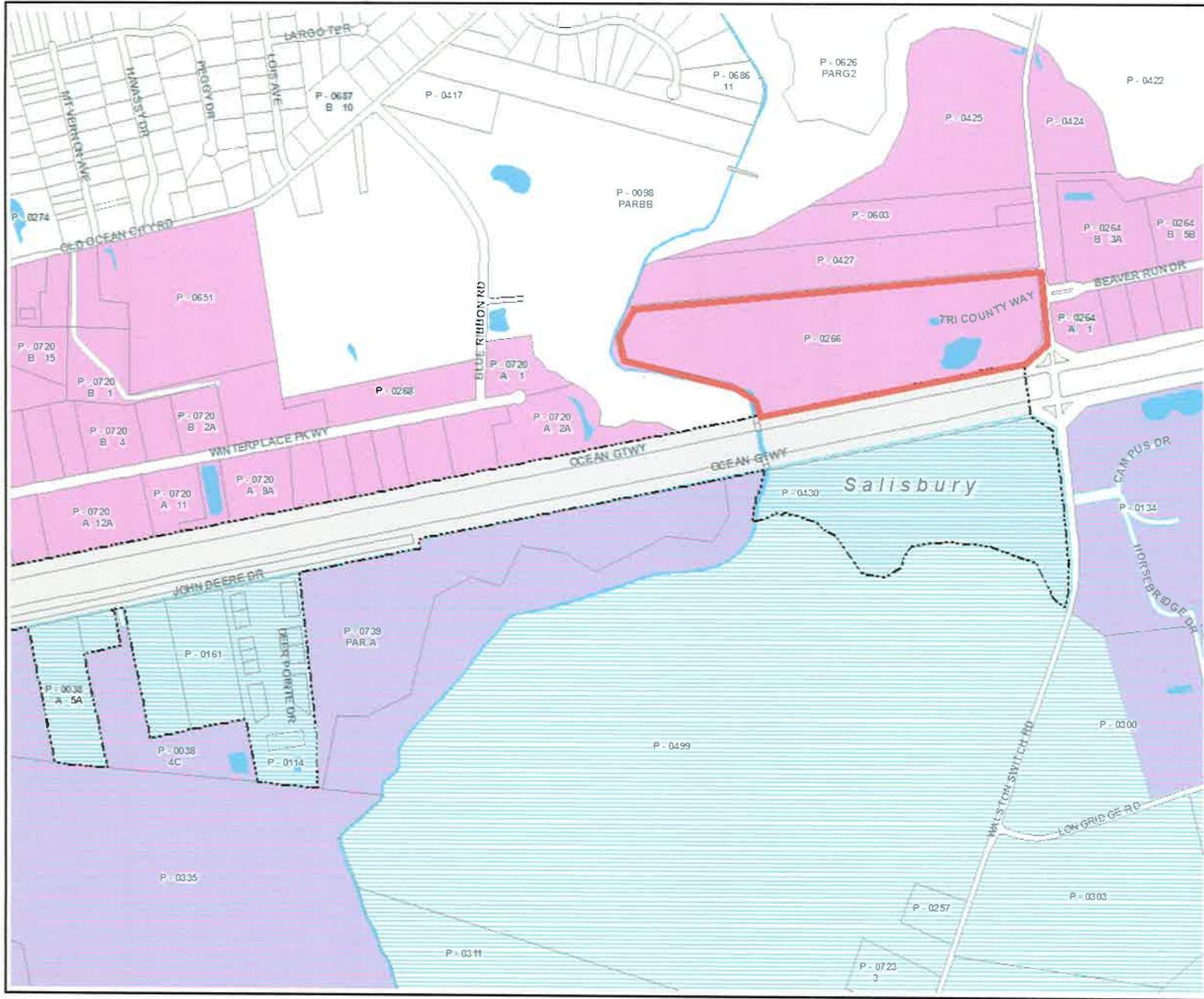
Date

Date

Date

Date

WICOMICO COUNTY ZONING MAP



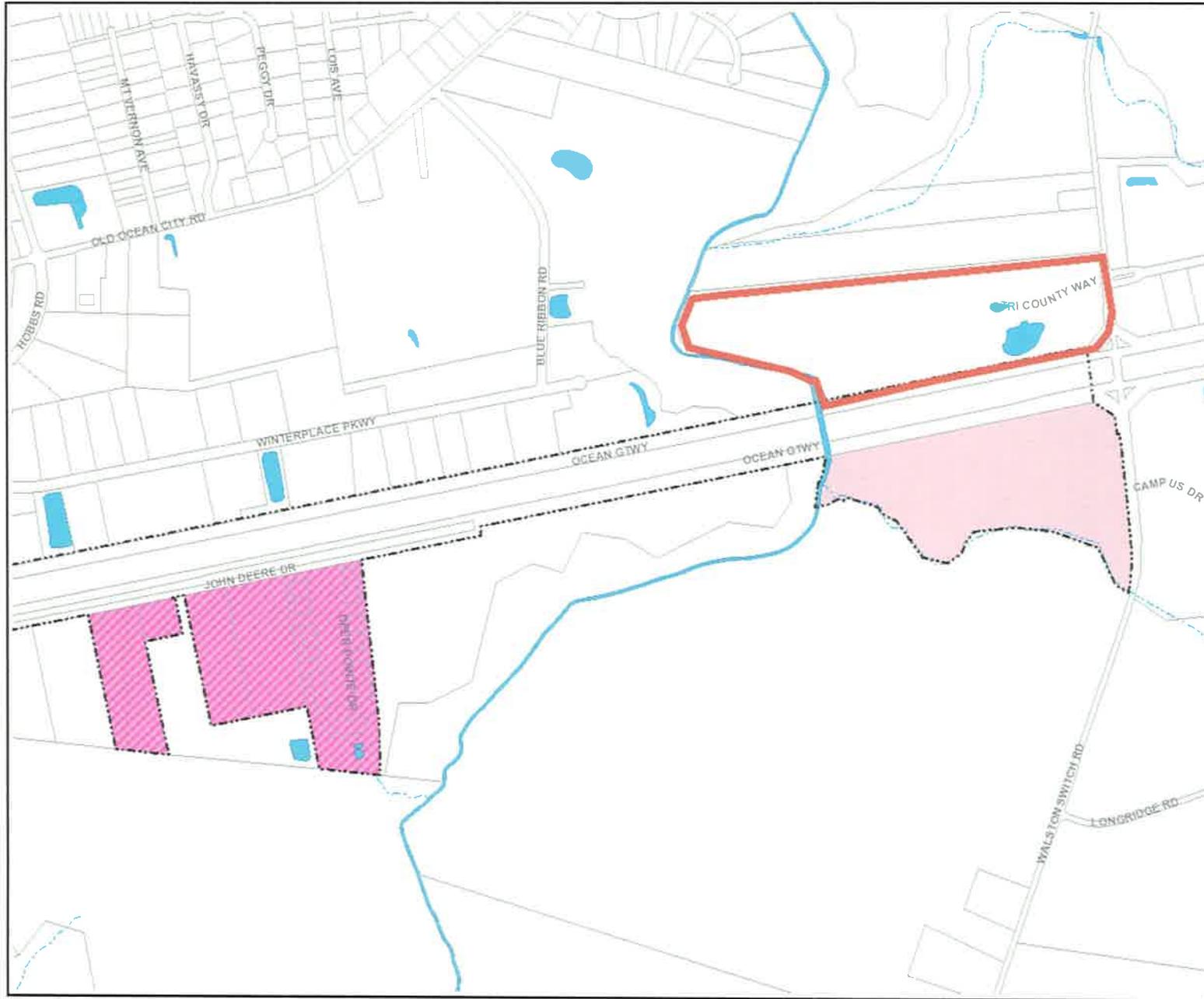
- Railroads
- Wicomico.SDE.Airfields_Poly
- TYPE
 - Runway
 - Taxiway
- Bridges
- Chesapeake Bay Critical Area
- Historic Districts
- 8000 ft Turning Radius
- Airport Overlay District
- Neighborhood Preservation District
- Salisbury Critical Area
- WicomicoCounty Boundary
- Wicomico SDE Municipal_Areas
- Parcels
- Municipal Names
- Street Centerlines
- Water Bodies
- Wicomico SDE.WicoZoning_sept19_2011
- Zone_Long
 - A - 1 Agncultural - Rural
 - Airport Business Park
 - C - 1 Select Commercial
 - C - 2 General Commercial
 - C - 3 Regional Commercial
 - CID Corporate Industrial Distnict
 - I - 1 Light Industrial
 - I - 2 Heavy Industrial
 - LB - 1 Light Business & Institutional
 - LB - 2 Light Business & Residential
 - R - 8 Residential
 - R - 15 Residential
 - R - 20 Residential
 - R - 30 Residential
 - REC Residential, Educational & Cultural
 - TT Town Transitional
 - VC Village Conservation
 - Municipality

246 ft

TCCLES_CountyZoningMap_08182014

CITY OF SALISBURY

Salisbury Zoning



- Paleochannel
- Streams
- Water Bodies
- Street Numbers
- Salisbury BZA Cases
- Municipal Areas**
 - CAD**
 - Delmar
 - Fruitland
 - Hebron
 - Mardela
 - Pittsville
 - Salisbury
 - Sharptown
 - Willards
 - Railroads
 - Parcels
 - Critical Area
 - Historic Districts**
 - Dist_Name
 - Camden Historic District
 - Downtown Historic District
 - Newtown Historic District
 - Salisbury Zoning**
 - CITY_ZON**
 - College & University
 - Conservation
 - CBD
 - LBI
 - General Commercial
 - Reg Comm
 - MUNR
 - Select Commercial
 - Hospital
 - Ind
 - Ind Park
 - L Ind
 - Neighborhood Business
 - OSH
 - OSR
 - PDD
 - PRD
 - R - 5
 - R - 5 A
 - R - 8
 - R - 8 A
 - R - 10
 - R - 10 A
 - Riverfront Redevelopment
 - Street Centerlines

246 ft

City Zoning Map_Tri-County Council for the Lower Eastern Shore

CITY OF SALISBURY



Salisbury Zoning

- Paleochannel
- Streams
- Water Bodies
- Street Numbers
- Salisbury BZA Cases
- Municipal Areas
- CAD
 - Delmar
 - Fruitland
 - Hebron
 - Mardela
 - Pittsville
 - Salisbury
 - Sharptown
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- Historic Districts
 - Dist_Name
 - Camden Historic District
 - Downtown Historic District
 - Newtown Historic District
- Street Centerlines

246 ft