

PRINCE GEORGE'S COUNTY  
UNIVERSAL DESIGN IMPLEMENTATION WORK GROUP

DRAFT MINUTES

MARCH 13, 2024

Attendees:

Council Chair and Work Group Chair, Jolene Ivey  
Council Member Ingrid S. Watson, Vice Chair  
Griffin Benton, Maryland Building Industry Association (MBIA)  
Jim Chandler, Office of the County Executive  
Brooke Larman, Maryland - National Capital Park and Planning Commission (M-NCPPC)  
Marcus Monroe, American Institute of Architects – Potomac Valley  
Lori Parris, Prince George's County Department of Permitting, Inspections and Enforcement (DPIE)  
Sarah Reddinger, Habitat for Humanity  
Dwight Joseph, Prince George's County Department of Public Works and Transportation (DPWT)

Members Absent:

Charlesetta Griffin, American Association of Retired Persons (AARP), Chapter 939  
Tierra Medley, Maryland Inclusive Housing

Others Present:

Valerie Crosby, Maryland Inclusive Housing – Substitute for Tierra Medley  
Karron Roundtree, Karrie Quigley and Associates  
American Sign Language Interpreting Services

Staff:

John W. Sheridan, Policy Director, Council District 5  
Kathleen H. Canning, Legislative Attorney  
Rana Hightower, PHED Committee Director  
Aminah Bushrod, Council Technical Services  
Sharon Savoy Williams, Administrative Assistant  
Rhonda Riddick, Administrative Aide  
Melody M. Arrington - Administrative Aide

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Welcome and Opening Remarks

The fourth regular meeting of the Universal Design Implementation Work Group (Work Group) was called to order at 9:13 a.m. on Wednesday, March 13, 2024, by the Chair of the Work Group.

The Chair introduced Ms. Valerie Crosby with Maryland Inclusive Housing who substituted for Ms. Tierra Medley at the meeting. Members introduced themselves to Ms. Crosby.

Chair Ivey indicated that the items for discussion at the meeting were the waiver checklist, the no-step entry, and where and how the 50% waiver should be applied.

Approval of Meeting Minutes

By motion of the Vice-Chair, a second by Mr. Benton, and a favorable vote by the Members, the February 14, 2024, Minutes were approved.

Discussion Items: Presentation by Small Group

Ms. Parris indicated that the Small Group met on February 28, 2024, and March 7, 2024. She provided information on items that were discussed by the Small Group that need further discussion. Specifically, Ms. Parris indicated that 50% of the waivers applied to the individual builder, not the whole development with multiple builders. Ms. Larman provided, as an example, that if there was a subdivision with 50 lots and there were four builders, if one builder could only do zero-step on six lots, for that builder it would be rounded up to 50%. Mr. Benton indicated that in many instances the last lots have slopes on a hill. Mr. Benton was interested in having a fee-in-lieu language in the bill. Chair Ivey stated that it would not be a fee-in-lieu, rather a fee.

The Chair asked how a waiver would be applied. If there are 50 lots with five builders having 10 lots each and there is a last lot, if 50% of overall waivers were achieved, how will the last lots be treated. Ms. Parris provided that the Small Group is discussing about whether there can be special circumstances for not meeting the 50% waivers. The Chair asked if the Small Group was considering legislation and Ms. Parris commented in the affirmative. Mr. Benton reiterated that grading and no-step entry remain difficult issues. The Chair indicated that she and her staff recently visited Glenarden Hills that incorporated no-step entry in some townhouses. Also, the Chair indicated that one option is to have the no-step entry behind the houses.

Next Steps

The Chair indicated that the next meeting of the Work Group was April 10, 2024. Ms. Parris indicated that the Small Group would focus on the following issues: the use of the term "useability" versus "accessibility," the waiver checklist, the builder 50% language, the implementation of a fine as an option for noncompliance, and a fee for granting exceptions to the waiver.

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Additional Discussion

Mr. Monroe indicated that "useability" is defined in a certain way to accommodate functionality.

Ms. Crosby indicated that it would be good to focus on options for useability such as remote access, remote commands, and alarm and light systems.

Mr. Benton reiterated the proposal that not meeting the waiver could be addressed by a fee for a fund of which the proceeds could be used by the County to fund retrofitting. He also mentioned the fees to DPIE to administer the Universal Design Program.

The Chair stressed the importance of streamlining the process with an on-line checklist and finding ways to incentivize compliance with possibly having those in compliance on a timely basis having their permits approved faster.

Next Meeting

April 10, 2024, In-Person

Adjournment

The meeting was adjourned at 9:36 a.m. on Wednesday, March 13, 2024.