

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

September 10, 2007

CALL TO PODIUM:

Fred Felton
Assistant City Manager

RESPONSIBLE STAFF:

Fred Felton
Assistant City Manager

AGENDA ITEM:

(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input type="checkbox"/>	Work Session Discussion Item
<input checked="" type="checkbox"/>	Other: From Staff

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

<p>TITLE:</p> <p>Guidance on a Memorandum Dated September 6, 2007 Concerning the Proposed Waiver of Permit Fees for Renovation of Forest Oak Towers</p>
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<p>SUPPORTING BACKGROUND:</p> <p>Staff will be seeking guidance on the attached memorandum.</p>
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<p>DESIRED OUTCOME:</p> <p>Provide guidance to staff.</p>
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MEMORANDUM TO: Mayor and City Council

VIA: David B. Humpton, City Manager

FROM: Frederick J. Felton, Assistant City Manager

DATE: September 6, 2007

SUBJECT: Forest Oak Towers-Permit Fees

As you know, the Housing Opportunities Commission (HOC) of Montgomery County recently acquired Forest Oak Towers Apartments. The City was very supportive of this acquisition, and approved a Payment In Lieu of Taxes (PILOT) agreement that abated City property taxes until the year 2025.

As the attached letter from Executive Director Scott Minton indicates, HOC is planning renovations of Forest Oak Towers and is requesting that the City waive the permit fees. Please note that the City has approved waivers of this nature for renovations at Diamond Square Apartments and Seneca Heights Apartments in the past, and staff believes it is appropriate to also waive permit fees for this project.

I will be seeking guidance on this issue during the September 10, 2007 Special Mayor and Council meeting. In the meantime, please feel free to contact me if you have any questions or wish to discuss.

FJF/ms
Attachment



10400 Detrick Avenue
Kensington, Maryland 20895-2484
(301) 929-6700

August 30, 2007

SEP - 4 2007

Fred Felton
Assistant City Manager
City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877

Re: Forest Oak Towers

Dear Mr. Felton:

As you know, Forest Oak Towers, located in Gaithersburg, is a 175-unit, Project Based Section 8 high-rise apartment building designated as housing for the elderly which was recently acquired by the Housing Opportunities Commission (HOC). HOC is about to begin a \$2.6M renovation of the property, which is designed to improve the quality of the housing for our residents and restore the useful life of the property for the next fifteen-year life cycle.

Our renovation budget is limited and HOC is striving to provide the maximum benefit to the building with the amount of available funding. We have reached a point where we may have to limit a couple of desired features which would be beneficial to our residents. Staff advised me that in reviewing the entire renovation budget, these features would not have to be cut from the scope of work if the City of Gaithersburg would be willing to waive the permit fees associated with the renovation of the property.

Since this property is designed for very-low income elderly residents, I am requesting that the City of Gaithersburg waive the permit fees associated with the renovation of Forest Oak Towers.

Your understanding and assistance in this matter is very much appreciated.

Sincerely,

D. Scott Minton
Executive Director

Cc: Jerry Robinson
Jim Miller

