

**Minutes for the Pre-Application Area Meeting  
for 1175 Taft Street – Application No. PAM2014-00072**

**March 6, 2014, 6:30 p.m.**

**Mayor & Council Chambers**

**111 Maryland Avenue, Rockville, MD 20850**

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**Attendees (S):** Kashi Way, Diane Ferguson, John Kossow, Andrew Kossow, and Stephen Fisher (see attached attendee sign-in list for contact information)

**I. Introduction**

- Yum Yu Cheng introduced herself as an attorney with the law firm of Linowes & Blocher representing Siena Corporation, the applicant.
- Ms. Cheng welcomed the attendees and stated that the purpose of the Pre-Application Area Meeting for a Level 2 Site Plan Application for a proposed self-storage facility is to provide the community more information on the proposed project, to get community's comments on the proposal prior to finalizing the plans and site plan application for submission, and to answer any questions they may have.
- Ms. Cheng introduced Craig Pittinger of Siena Corporation, the applicant; K.C. Reed of Soltesz, the civil engineering company that prepares the plans; and Bob Dalrymple, also an attorney with Linowes & Blocher.
- Mr. Dalrymple noted that the sign-in sheet and meeting minutes are required by the City.
- Pallavi Kachoria was introduced as the person who would be taking the meeting minutes.

**II. Review of Site Location and Proposed Project**

- Mr. Reed reviewed the site location and the two proposed accesses to the site from Taft Street and First Street, and the elimination of an existing third access from First Street closer to the intersection of Taft Street and First Street.
- Mr. Reed described the proposed project: 109,764 s.f. self-storage facility, 3 levels above grade and 1 level below grade, with 900 storage units, 1,100 s.f. office, and a dwelling unit for a resident manager.
- Mr. Reed also reviewed the Natural Resource Inventory/Forest Stand Delineation, the Stormwater Management Concept Plan, and the adequate public facilities, including water, sewer, fire and emergency service access to the site.

**III. Review of Building Type, Features, and Operation**

- Mr. Pittinger distributed to the attendees a brochure on ezStorage (attached).
- Mr. Pittinger reviewed the building type: single, multi-story structure made of steel and concrete; the exterior façade materials to be glass, masonry, and stucco like finish and details similar to the existing ezStorage facility in Gaithersburg shown on the cover of the brochure.
- Mr. Pittinger discussed the building features: similar to other ezStorage facilities with freight elevators, climate controlled units, limited access, security, and on-site resident manager.
- Mr. Pittinger also went over the hours of operations: Office Hours typically 9:30am – 6:00pm and Extended Gate Hours typically 6:00am – 9:00pm.
- A copy of the Comprehensive Transportation Review (CTR) Scoping Intake Form (attached) was distributed to the attendees. Mr. Pittinger reviewed the trip generation of the proposed project as shown on the CTR Scoping Intake Form, pointing out that proposed project generates a total of -7 trips in the AM peak period and -8 trips in the PM peak period with credits taken for trips associated with the existing warehouse. He also reviewed the

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trip generation during the Saturday AM and PM peak periods, noting that the total number of peak period trips on Saturday is 29.

**IV. Review of Process and Anticipated Timing**

- Ms. Cheng distributed to the attendees a copy the Pre-Application Form/Checklist (attached) that was submitted to the City on February 4, 2014, noting that this is required by the City and reviewing the following anticipated timeline in response to an attendee's question on the timing of the project:
  - Pre-Application Area Meeting – today
  - Pre-Application DRC – 3/20, 10 am
  - Level 2 Site Plan Application Submission – early May
  - Post-Application Area Meeting – May to early June
  - Post-Application DRC – June
  - Public Hearing – October, with notices to be sent out at least 2 weeks before the public hearing before the Planning Commission
  - Decision – October / November
- Ms. Cheng stated that the attendees can follow the status of the project on the City's website (<http://www.rockvillemd.gov/index.aspx?nid=179>) provided in the notice that they received in the mail. She also noted that community members will continue to receive on-going information and materials about the project such as the Post-Application Area Meeting and public hearing by mail.
- Mr. Dalrymple also stated that the attendees can call or email Ms. Cheng or himself with any questions.

**V. Questions & Answers**

Questions regarding the proposed project were asked throughout the presentation. Below is a listing of the questions asked and a summary of the answers provided.

- How many parking spaces will be provided?
  - 15 spaces total: 13 spaces for the customers of the self-storage facility and 2 spaces for the resident manager.
  - The City recently passed an ordinance amending the parking requirements for the self-storage facility use and the proposed number of parking spaces is in compliance. The requirement used to be over 100 spaces.
- How many storage units will there be?
  - 900
- How are only 15 parking spaces sufficient for 900 units?
  - We actually have too many spaces. Our average tenant stays in a unit from 12 to 18 months and generally visits 2 times --- once to drop off their things for storage and

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then a second time to pick up their things. Corporate users, which are a small percentage of the users, may come more often.

- Are there sales and auctions for the units people abandon?
  - Yes, during the week.
- Where do people park for sales and auctions?
  - They park on site.
- How many people come to the sales and auctions?
  - Maybe 5 or 6. Self-storage facilities are not a huge traffic generator. It is such a low traffic generator that it doesn't even register; many jurisdictions do not require a full traffic analysis.
- How many stories?
  - 3 stories above ground, 1 story below ground, so 4 stories total.
- Is it brick?
  - No, it is masonry and stucco like finish.
- Do you use cinderblock?
  - No, split face masonry with red and beige colors; the red looks like brick and the facility looks like office space, as shown on the cover of the brochure.
  - The Germantown facility, shown inside the brochure, has a different color and has a retail look, similar to a Best Buy.
- Are the photos in the brochure accurate?
  - The Gaithersburg facility shown on the cover of the brochure is different because it does not have an underground level. The proposed facility has an underground level.
- What is the black thing on the plan?
  - It is the stormwater management device and will be underground. That area will be paved and the stormwater management device will not be visible.
- What is the largest unit offered?
  - 10' x 30'; there are about 20 of these units. 5' x 5' is the smallest unit.
- What is the most popular unit offered?
  - The most popular size is 10' x 10'. You can see the unit sizes offered in the brochure.
- Will some people take multiple units?
  - Yes.

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- Are there a lot of contractors?
  - No, about 15-20% of our users are commercial users. Many of the commercial accounts are files.
- If your largest parking space is standard and the largest unit can hold contents of a 4-5 bedroom house, how do the larger vehicles fit?
  - Most of the time our customers come with a pick-up truck, but we can accommodate a U-Haul truck. It will fit. People don't generally use huge moving trucks.
- Do you have customers that grow out of their storage units and have to move to larger warehouse space?
  - Not really. Only a small percentage of our users, about 15-20 % of our users are commercial users. Everyone is moving things in and out of the building on a cart; it is not as convenient as the older style buildings where you can back your truck up to the unit door.
- How big are the elevators?
  - Our freight elevators are 5' x 8' that fits two of our carts and can handle 5000 lbs.
- If someone has something bigger, how do they get it up?
  - We have carts. Some of our facilities have overhead doors that are metal and glass. We are not proposing those kinds of doors at this facility. We are using sliding glass doors like Home Depot.
- Where are the doors?
  - The doors are in front of the facility.
- Are all the units accessed from inside the building?
  - Yes, all the units are accessed inside the building. The only way into this site will be from Taft Street. Our focus groups told us that women like multi-story facilities better than going to a 5- to 6-acre self-storage facility site at night. This type of facility is better because a customer has to come through the front doors and access their unit from inside.
- What are the hours of operation?
  - The office hours are from 9:30 AM to 6:00PM. Customers can access their units from 6AM to 9PM.
- What about the noise ordinance? Aren't there rules that say you cannot make noise earlier than 7AM?
  - We have not had any issues in the past. People are unloading by hand, so there is not much noise. We do not provide material handling equipment like fork lifts.

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- The alarm in another business in the area went off over a holiday weekend and it took a long time before it was shut off. How does your alarm system work?
  - The gate access is limited to tenants who enter their personal codes at the gate. There is an outside burglar alarm and an inside alarm for all separate units. If someone tries to access a unit that doesn't belong to him/her, the inside alarm for the separate units goes off inside the building and can't be heard outside. The outside burglar alarm makes noise outside, but it rarely goes off because of the trouble a burglar has to go through to go from one unit to another unit to find something valuable to take while the alarm is going off. The resident manager will be alerted of both the outside and inside alarms and has access to a key pad to control and turn off the alarms.
  
- Is the resident manager required to be onsite 24/7, 365 days?
  - No, but he will be connected. There have been about 5 break-ins over the course of 10 years for all 46 facilities in the region and they were inside jobs. There are no real issues. It all comes down to management. You have to manage and run it like a professional business.
  
- Is this the first 3-story building in this area?
  - No, there is one on East Gude Drive.
  
- Most of the buildings are 1 to 2 stories right? How will the skyline look?
  - Our building will be 36' tall. However, the building will look like a 2-story building. The 3<sup>rd</sup> floor will have architectural treatments to give the building a lower overall appearance in height, like we did at our Gaithersburg Rt. 355 facility. There is one building across on Taft Street that is taller than 3 stories.
  
- Is there fencing?
  - Yes, a black ornamental fence, as shown on the photo on the front of the brochure, will surround the secured customer parking area. Additionally, a board-on-board type fencing will be used to segregate a small outdoor space in the rear of the building for the resident manager.
  
- How long will this project take? 2 years of construction?
  - No, construction will take less than a year. It will take about two years to get through the entire approval process, permitting, and construction.
  
- Will there be sidewalks on First Street? What about the safety of students walking to Maryvale Elementary School?
  - We have to put together traffic control plans that include pedestrians. We might have to close off that sidewalk. The design of the project has not evolved to that level yet, but we will be within the safety standards.

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- Two attendees who are parents of school children attending Maryvale Elementary School expressed their concerns about the traffic and safety of school children walking to the school. Do you have facilities with elementary schools nearby?
  - The facility on Westbard is about 2 blocks from a school.
- There are many Spanish speaking residents here that do not understand English. Can you provide materials and future notices in Spanish?
  - We will not be able to do so, but we are willing to work with someone in the community that can.
- Who gets notified?
  - The City requires us to notice all property owners within 1,250 feet and the civic/homeowners associations list that the City provided to us.
- Which associations did you send the notice to?
  - We used an email list provided by the City.

In response to Ms. Ferguson's request, a copy of the civic/homeowners associations list that the City provided (attached) was sent to her on March 11, 2014 (see attached email to Ms. Ferguson and her response).

- Does the Applicant own this property?
  - Yes.

#### **VI. Summary of Major Concerns**

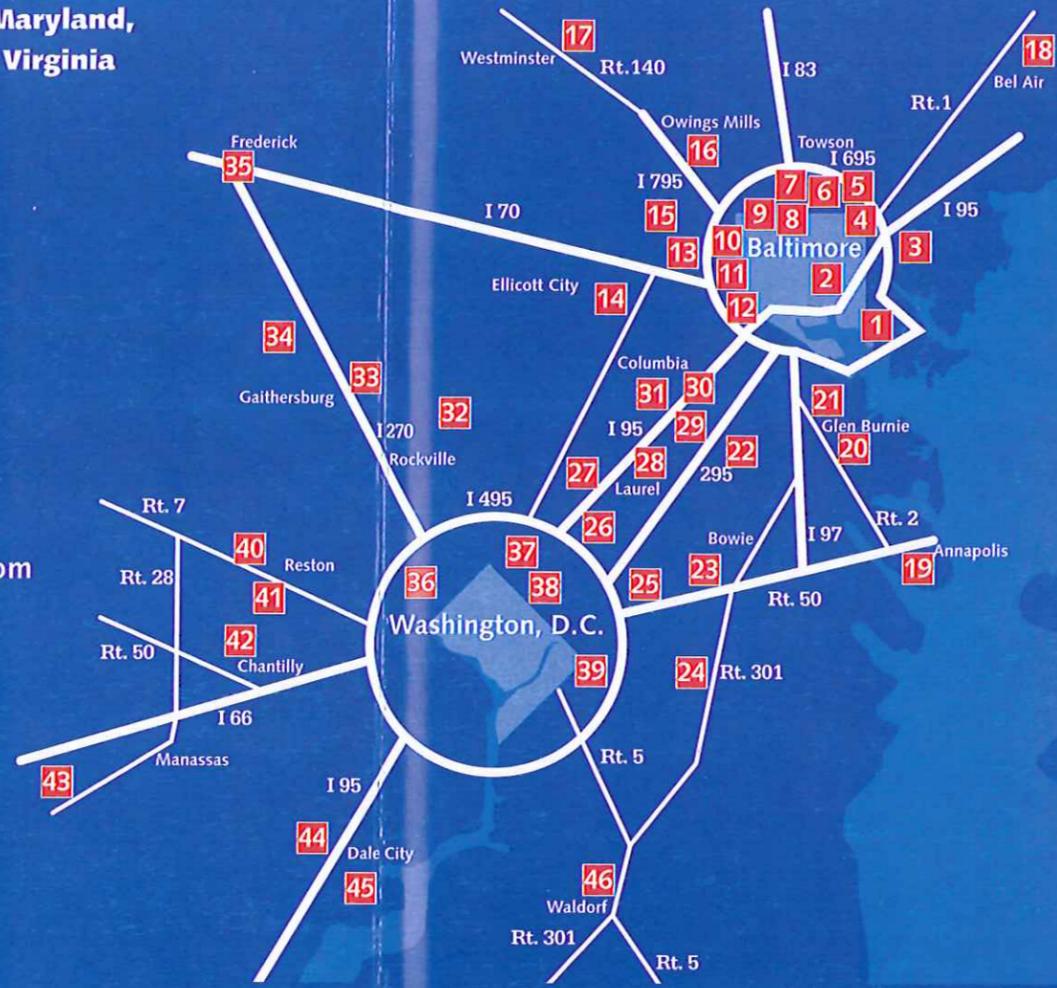
Below is a list summarizing the major concerns expressed at the meeting:

- Sufficient parking for users and visitors to the facility
- Amount of and type of traffic going in and out of the site
- Appearance and security of the facility
- Noise resulting from users going in and out of the site in the early morning, and from alarms going off
- Safety of school children walking to Maryvale Elementary School during construction of the proposed facility and its ultimate use.

**Pre-Application Area Meeting on 1175 Taft Street, Rockville, MD**  
**March 6, 2014, 6:30 pm**

**Attendee Sign-in**  
 (Please PRINT clearly below.)

Name	Street Address	E-mail Address
KASHI WAY Diane Ferguson	1020 NEAL DR ROCKVILLE, MD 20850	KASHI-WAY@YAHOO.COM dianeferguson@mindspring.com
John Kossow	1130 TAFT ST. ROCKVILLE MD	John@kossowmanagement.com
Andrew Kossow	1130 Taft St. Rockville, MD	Andrew@kossowmanagement.com
Stephan Fisher	1014 Neal Drive Rockville, MD 20850	stevet8170@gmail.com

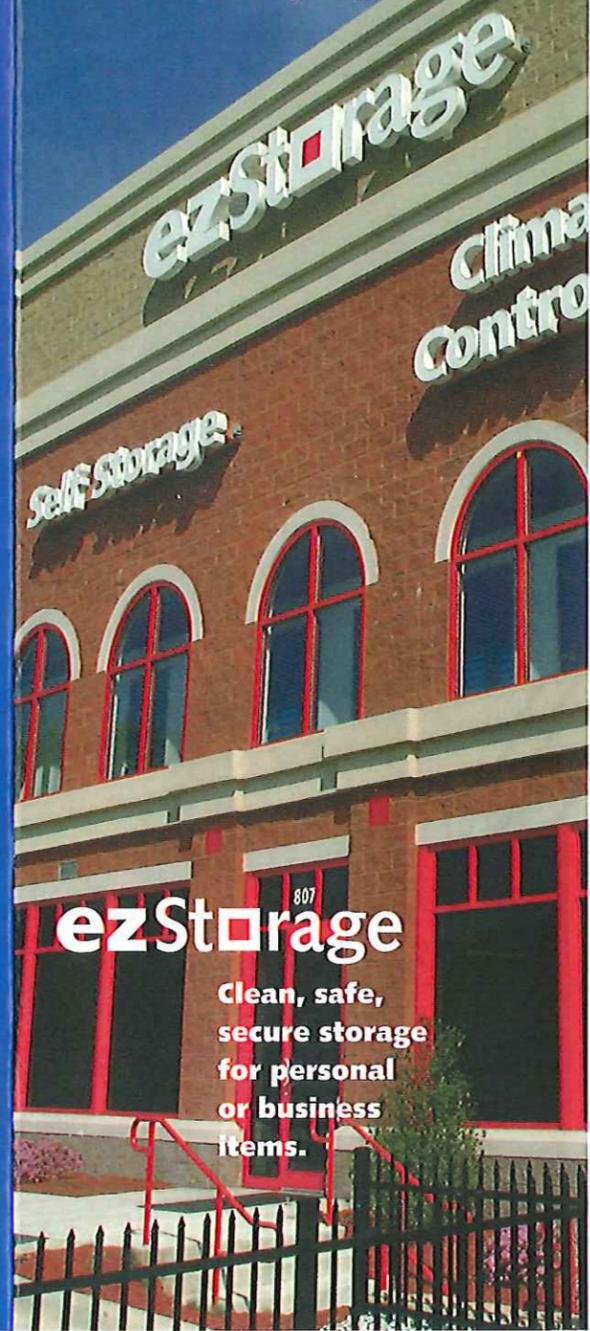


**Locations**

- 1 Dundalk/Eastpoint**  
1100 North Point Road  
(@ Merritt Blvd.)  
Baltimore, MD 21222  
410-284-8300
- 2 Highlandtown/Canton**  
3800 Pulaski Highway  
Baltimore, MD 21224  
410-276-8300
- 3 Rosedale/White Marsh/Essex**  
25 Fontana Lane  
(@ The Center at Golden Ring)  
Baltimore, MD 21237  
410-686-8151
- 4 Parkville/Hamilton**  
7304 McClean Blvd.  
(@ Perring Parkway)  
Baltimore, MD 21234  
410-668-8870
- 5 Loch Raven/Hillendale**  
1450 Taylor Ave.  
Baltimore, MD 21234  
410-321-6662
- 6 Towson/Loch Raven/  
Timonium**  
808 Gleneagles Court  
(next to Post Office)  
Towson, MD 21286  
410-823-8080
- 7 Pikesville/Mt. Washington**  
7401 Old Pimlico Road  
Baltimore, MD 21209  
410-486-8051
- 8 Charles Village**  
2600 North Charles Street  
Baltimore, MD 21218  
410-235-8270

- 9 Northwest/Pikesville**  
5801 Reisterstown Road  
Baltimore, MD 21215  
410-764-8300
- 10 Ashburton/Liberty Heights**  
3006 Druid Park Drive  
Baltimore, MD 21215  
410-367-0678
- 11 Catonsville**  
5525 Baltimore National Pike  
Baltimore, MD 21228  
410-744-1900
- 12 Arbutus/Maiden Choice**  
4001 Southwestern Blvd.  
Baltimore, MD 21229  
410-242-2900
- 13 Woodlawn/Security**  
7233 Windsor Mill Road  
Baltimore, MD 21244  
410-298-8300
- 14 Ellicott City**  
3485-3487 S. Chevrolet Dr.  
Ellicott City, MD 21042  
410-465-8005
- 15 Randallstown**  
8514 Liberty Road  
(@ Old Court Road)  
Randallstown, MD 21133  
410-922-8788
- 16 Owings Mills/  
Reisterstown**  
11333 Owings Mills Blvd.  
Owings Mills, MD 21117  
410-363-8080
- 17 Westminster**  
1200 Baltimore Blvd.  
(Rt. 140)  
Westminster, MD 21157  
410-857-8080
- 18 Bel Air/Abingdon**  
1900 Emmorton Road  
Bel Air, MD 21015  
410-838-8833
- 19 Annapolis/Edgewater**  
2729 Solomons Island Road  
Edgewater, MD 21037  
410-224-2235
- 20 Pasadena/Glen Burnie**  
8195 Jumpers Hole Road  
(@ Rt. 2)  
Pasadena, MD 21122  
410-647-1254
- 21 Glen Burnie**  
6704 Ritchie Highway  
Glen Burnie, MD 21061  
410-760-8058
- 22 Odenton/Fort Meade**  
1876 Lamonte Ave.  
Severn, MD 21113  
410-674-6661
- 23 Bowie/Crofton**  
14211 Gallant Fox Lane  
Bowie, MD 20715  
301-262-1600
- 24 South Bowie/  
Upper Marlboro**  
1010 N.E. Crain Highway  
(Rt. 301)  
Bowie, MD 20716  
301-249-4840
- 25 Lanham**  
5201 Forbes Blvd.  
Lanham, MD 20706  
301-429-3434
- 26 Beltsville/College Park**  
10401 Rhode Island Ave.  
Beltsville, MD 20705  
301-474-2902
- 27 Burtonsville**  
4001 Sandy Spring Road  
Burtonsville, MD 20866  
301-421-1105
- 28 Laurel**  
8401 Contee Road  
(@ Rt. 1)  
Laurel, MD 20708  
301-490-8782
- 29 Columbia/Jessup/  
North Laurel**  
8255 Balt./Wash. Blvd.  
(Rt. 1)  
Jessup, MD 20794  
410-799-8151
- 30 Elkridge**  
7078 Washington Blvd.  
Elkridge, MD 21075  
410-796-1296
- 31 Columbia**  
9265 Berger Road  
Columbia, MD 21046  
410-381-3343
- 32 Rockville**  
12311 Parklawn Drive  
Rockville, MD 20852  
301-881-8151
- 33 Gaithersburg**  
807 South Frederick Ave.  
(Rt. 355)  
Gaithersburg, MD 20877  
240-683-8060
- 34 Germantown/  
Middlebrook**  
12211 Middlebrook Road  
Germantown, MD 20874  
301-528-2020
- 35 Frederick**  
7396 Grove Road  
(@ Rt. 85)  
Frederick, MD 21704  
301-698-4855
- 36 Bethesda/NW DC/  
Chevy Chase**  
5329 Westbard Ave.  
Bethesda, MD 20816  
301-718-4600
- 37 Takoma Park/  
Langley Park**  
1352 Holton Lane  
Takoma Park, MD 20912  
301-445-2693
- 38 Brentwood/Hyattsville**  
4301-4305 Rhode Island Ave.  
Brentwood, MD 20722  
301-209-1009
- 39 Capitol Heights**  
800 Ritchie Road  
Capitol Heights, MD  
20743  
301-499-0197
- 40 Sterling/Herndon**  
45980 Old Ox Road  
Sterling, VA 20166  
703-435-1318
- 41 Reston**  
2055 Mercator Drive  
Reston, VA 20191  
703-476-5779
- 42 Chantilly**  
3700 Centreville Road  
Chantilly, VA 20151  
703-435-7623
- 43 Gainesville**  
7440 Hillwood Drive  
Gainesville, VA 20155  
703-754-3401
- 44 Dale City/Woodbridge**  
3340 Elm Farm Road  
Dale City, VA 22192  
703-580-1167
- 45 Woodbridge**  
14924 Jefferson Davis  
Highway  
(Rt. 1)  
Woodbridge, VA 22191  
703-490-4701
- 46 Waldorf**  
12120 Pierce Road  
(Rt. 301)  
Waldorf, MD 20601  
301-705-7665

**Put  
it here  
for safe  
keeping.**



**ezStorage**  
Clean, safe,  
secure storage  
for personal  
or business  
items.

Security Command



With clean, convenient, ultra-modern facilities and competitive prices, we make storage truly ez.

You'll have a choice of ten different unit sizes, from 5 ft x 5 ft up to 10 ft x 30 ft, so we can store almost anything from your home, dorm or business.

Heated and cooled spaces are available, and there's even a place for your boat or RV!

### State-of-the-art safety and security systems are in place at ez locations:

- Sites are fenced.
- Access is limited to tenants who enter their personal codes at the gate.
- Surveillance cameras.
- Well lighted interior and exterior areas.
- Each unit door is individually alarmed.
- Resident manager is on the premises.

### ez Access

- Visit your unit seven days a week from 6 am to 9 pm (at most locations).
- Offices are open seven days a week for rental information and purchase of packing supplies.
- We allow commercial deliveries direct to your unit even if you can't be there.

### ez to Afford

- Competitive rental rates.
- Month-to-month leases.
- Major credit cards accepted.

call toll free: **877-GO STORE**  
[www.ezstorage.com](http://www.ezstorage.com)

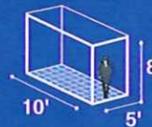
**ezStorage**

### Unit sizes available for most every need. Some of our more popular sizes are:

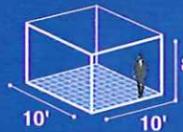
**5' x 5'** (25 Sq. Ft.)  
(standard closet size)  
will hold personal items, clothes, boxes, small furniture items, business records, sales rep materials.



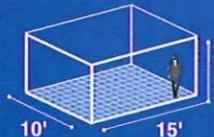
**5' x 10'** (50 Sq. Ft.)  
(walk-in closet size)  
will hold small amounts of furniture, boxspring and mattress, business records and other small items.



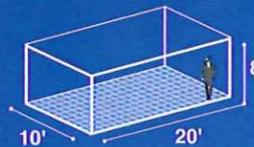
**10' x 10'** (100 Sq. Ft.)  
(standard bedroom size)  
will hold one bedroom apartment w/major appliances, other furniture and supplies.



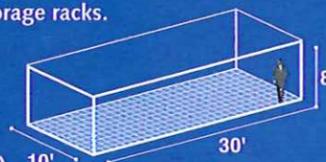
**10' x 15'** (150 Sq. Ft.)  
(1/2 standard one-car garage size)  
will hold contents of a two bedroom apartment or house including appliances and boxes, or commercial storage inventory.



**10' x 20'** (200 Sq. Ft.)  
(standard one-car garage size)  
will hold contents of a three bedroom house plus major appliances, plus lots of boxes. Business storage, ideal for storage racks.



**10' x 30'** (300 Sq. Ft.)  
(standard two-car garage size)  
will hold contents of a four to five bedroom house with major appliances and room for boxes. Business storage for files, equipment and permanent records.



Storage Unit Sizes



**ezStorage**

[www.ezstorage.com](http://www.ezstorage.com)

call toll free:  
**877-GO STORE**

### Gate Hours:

(most locations)  
6 am - 9 pm  
7 days a week  
365 days a year

### Office Hours:

Monday through Friday -  
9:30 am - 6:00 pm  
Saturday and Sunday -  
9:00 am - 5:00 pm

### ezStorage Corporation

8221 Snowden River Parkway  
Columbia, Maryland 21045

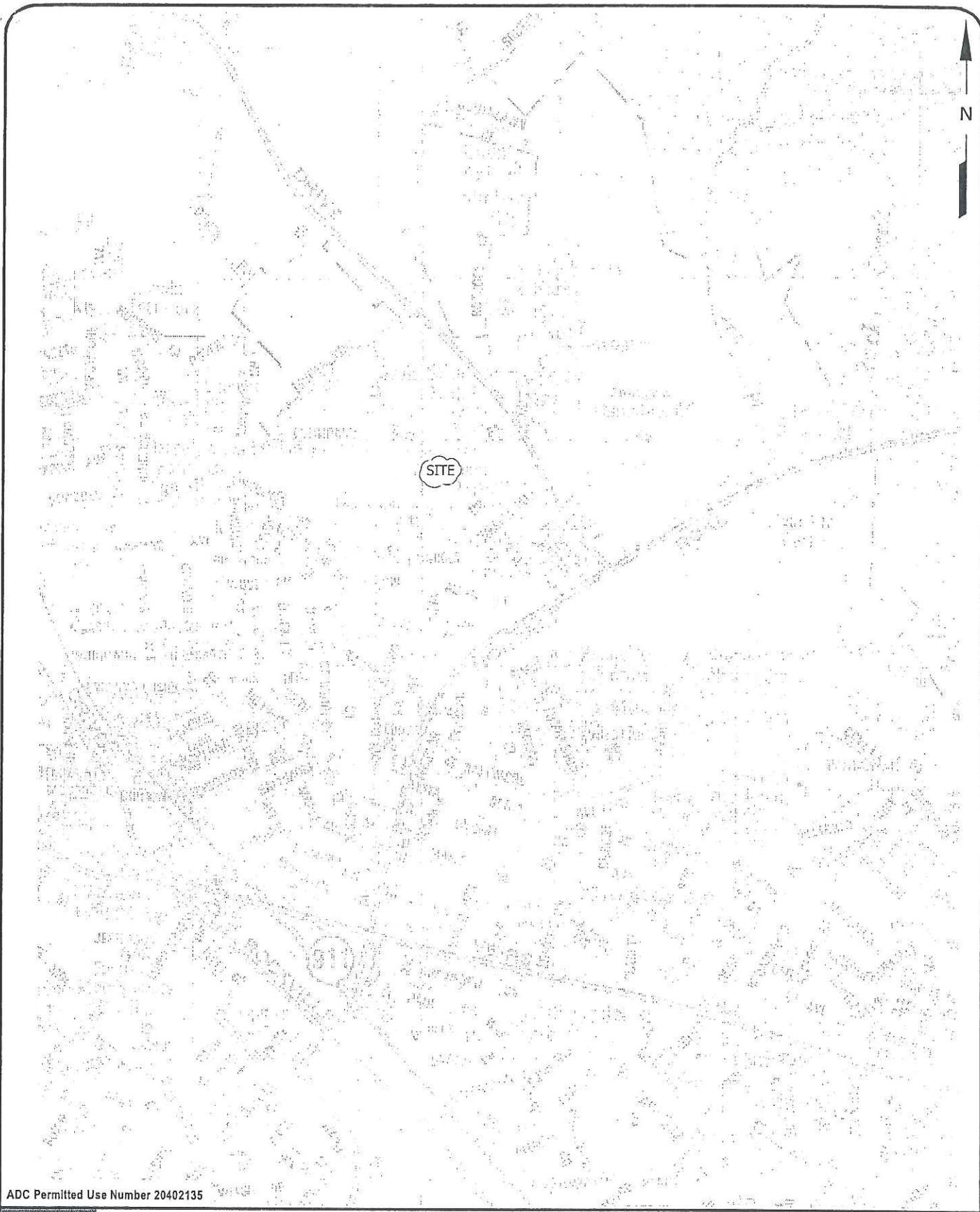
phone: 443-539-3000  
toll free: 877-GO STORE  
fax: 410-203-9217  
email: [store@ezstorage.com](mailto:store@ezstorage.com)



City of Rockville

Comprehensive Transportation Review  
SCOPING INTAKE FORM

Project Name:	ezStorage - Rockville North			
Permit No. (if available):				
Subject Property Address:	1175 Taft Street			
Contact Person:	Carl Wilson / The Traffic Group			
Contact Phone Number:	410-931-6600			
Contact Email Address:	cwilson@trafficgroup.com			
Proposed Land Use Density:	Use	Square Footage/ Dwelling Units		
	Proposed Use: Mini-Warehouse (LATR for Weekday, ITE Code 151)	900 units		
	Existing Use: Gen. Light Industrial (ITE Code 110)	17,341 SF		
Trip Generation	<b>Peak Hour Site Trips</b>			
	<i>Peak Period</i>	IN	OUT	TOTAL
	AM	-10	3	-7
	PM	2	-10	-8
	SAT	16	13	29
Proposed Study Area (Boundaries and Intersections)	On-Site Transportation Statement Only.			
Proposed Access Points:	One stop-controlled point along Taft Street and one stop-controlled point along First Street. Both locations are existing. A third access pint along First Street will be eliminated.			
Projected Horizon (Build Out) Date:	Completion within 2 years.			
Statement of Operations	Subject Site features a 17,341 SF industrial building that will be razed. A self-storage facility with 900 units will be built in its place. Credit was taken for trips associated with an industrial use that could open without going through the development process. Therefore the AM / PM trip generation is less than existing. Saturday will increase by less than 29 trips.			



ADC Permitted Use Number 20402135



Jurisdiction: Rockville, MD

**EXHIBIT 1**  
**SITE LOCATION MAP**

**TRIP GENERATION RATES**

<u>LAND USE</u>	<u>FORMULA</u>	<u>IN/OUT</u>
<b>General Light Industrial (ksf, ITE - 110)</b>		
	Morning Trips = 0.92 x ksf	88/12
	Evening Trips = 0.97 x ksf	12/88
	Midday Sat. Trips = 0.14 x ksf	47/53
<b>Mini-Warehouse (Storage Units, Montgomery County rate for AM &amp; PM; ITE-151 for Saturday)</b>		
	Morning Trips = 0.01 x storage units	50/50
	Evening Trips = 0.01 x storage units	48/52
	Ln(Midday Sat. Trips) = 0.99 x Ln(Storage Units) - 3.31	55/45

**TRIP GENERATION TOTALS**

	<b>Morning Peak Hour</b>			<b>Evening Peak Hour</b>			<b>Midday Sat. Peak Hour</b>		
	<b>In</b>	<b>Out</b>	<b>Total</b>	<b>In</b>	<b>Out</b>	<b>Total</b>	<b>In</b>	<b>Out</b>	<b>Total</b>
<b>ezStorage - Rockville North</b>									
<b>Existing</b>									
17,341 sq.ft. General Light Industrial	14	2	16	2	15	17	1	1	2
<b>Proposed</b>									
900 Storage Units	4	5	9	4	5	9	17	14	31
<b>Increased Trips</b>	<b>-10</b>	<b>3</b>	<b>-7</b>	<b>2</b>	<b>-10</b>	<b>-8</b>	<b>16</b>	<b>13</b>	<b>29</b>

Note: Trip generation rates derived from ITE Trip Generation, 9th Edition, 2012 and M-NCPPC LATR Guidelines, January 2013 version.



EXHIBIT 2  
TRIP GENERATION RATES AND TOTALS  
FOR SUBJECT SITE



Application for  
**Pre-Application Meeting**

**PAM**

6/11

**City of Rockville**

*Department of Community Planning and Development Services*

111 Maryland Avenue, Rockville, Maryland 20850

Phone: 240-314-8200 • Fax: 240-314-8210 • E-mail: cpds@rockvillemd.gov • Website: www.rockvillemd.gov

**Please Print Clearly or Type**

Property Address information: 1175 Taft Street, Rockville, MD 20850

Subdivision Rockville Southlawn Industrial Park Lot(s) P15 Block 4

Zoning IL (Light Industrial) Tax Account(s) 00144672

**Applicant Information:**

*Please supply name, address, phone number and e-mail Address for each.*

Applicant Siena Corporation, 8221 Snowden River Parkway, Columbia, MD 21045

Craig Pittinger (443) 539-3070, Pitt@sienacorp.com

Property Owner National Bakery Industrial Owner, LLC

Scott Poland (310) 473-8900, spoland@hackmancapital.com

Architect Siena Corporation, 8221 Snowden River Parkway, Columbia, MD 21045

Jack Helman (443) 539-3062, Jhelman@sienacorp.com

Engineer Soltesz, Inc., 2 Research Place, Suite 100, Rockville, MD 20850

Dan Fryer (301) 948-2750, Dfryer@solteszco.com

Attorney Linowes and Blocher LLP, 7200 Wisconsin Ave. Suite 800, Bethesda, MD 20814

Robert Dalrymple (301) 961-5208, BDalrymple@linowes-law.com or Yum Yu Cheng, YCheng@linowes-law.com

LEED AP Siena Corporation, 8221 Snowden River Parkway, Columbia, MD 21045

Jack Helman (443) 539-3062, Jhelman@sienacorp.com

Project Name: ezStorage - Rockville North

Project Description: Storage Facility

**STAFF USE ONLY**

**Application Acceptance**

Application # \_\_\_\_\_

Pre-Application: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

Staff Contact: \_\_\_\_\_

OR

**Application Intake**

Date Received: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date of Checklist Review: \_\_\_\_\_

Deemed Complete: Yes  No

**Level of review and project impact**

This information will be used to determine your project impact, per sec. 25.07.02 of the Zoning Ordinance for Project Plan and Site Plan applications only. For Special Exceptions, it will be used to determine the notification area. (see table below)

Tract Size 1.3925 acres, # Dwelling Units Total 1 Other \_\_\_\_\_  
 Square Footage of Non-Residential 108,264  
 Percentage of Single-family homes within Residential Area Impact (1/4 mile) 15.12%  
 Traffic Impact (net new peak hour trips) M-F (-15), Saturday (29)

**Proposed:**

Retail: \_\_\_\_\_ Sq. Footage Detached Unit: \_\_\_\_\_ Parking Spaces: 15  
 Office: 1,100 Sq. Footage Duplex: \_\_\_\_\_ Handicapped: 1  
 Restaurant: \_\_\_\_\_ Sq. Footage Townhouse: \_\_\_\_\_ Bicycle Parking: \_\_\_\_\_  
 Other: Storage - 107,164 Sq. Footage Attached: \_\_\_\_\_ # of Long Term: \_\_\_\_\_  
 Multi-Family: \_\_\_\_\_ # of Short Term: \_\_\_\_\_  
 Live/work: 1,500 Sq. Footage Estimated LEED or LEED-equivalent points. (As provided on LEED checklist.)  
 MPDU: \_\_\_\_\_

Existing Site Use (to include office, industrial, residential, commercial, medical etc.) \_\_\_\_\_  
Industrial warehouse for food storage/ shipment

**Estimated Points Total:**

To complete the table below, use the information that you provided above to calculate your total points from the chart below.

Points/Elements	1	2	3	4	Points
Tract size - Acres	1 or fewer	1.1 to 2.5	2.6 to 5	5.1 or greater	2
Dwelling Units	5 or fewer	6 to 50	51 to 150	151 or greater	1
Square Footage of Non-Residential Space	5,000 or fewer square feet	5,001 to 25,000 square feet	25,001 to 100,000 square feet	100,001 or greater square feet	4
Residential Area Impact	Up to 10% residential development in a residential zone within 1/4 mile of the project	Up to 50% of area within 1/4 mile of the project area is comprised of single-unit detached residential units	Up to 75% of area within 1/4 mile of the project area is comprised of single-unit detached residential units	Development is within single-unit detached unit area	2
Traffic Impact - Net new peak hour trips	Fewer than 30 trips	30-74 trips	75-149 trips	150 or more trips	1
<b>Points Total*</b>					
The total of the points determine the level of notification and the approving authority .					10

**Example:**

If your tract size is **2 acres = 2 pts**

If you will have **45 dwelling units = 2 pts**

If your square footage of non-residential space is **5,006 square feet = 2 pts**

If your residential area impact is within a single unit detached area = **4 pts**

If your traffic impact/net new peak hour trips is **32 trips = 2 pts**

**Projected Impact Total = 12**

*\* Project Impact total points are non-binding until application has been filed. Where no dwelling units, no non-residential square footage or no increase in peak hour trips are proposed, and where there is no single unit residential development within 1/4 mile, no points are assigned to these categories.*

**Estimated Application Type: (please check box that applies)**

- Project Plan (16 pts or more)
- Project Plan Amendment
- Site Plan Level 1 (6 or fewer pts)
- Site Plan Level 2 (7-15 pts)
- Site Plan Amendment Major (notification radius is 750 or 1,250 feet, depending on original approving authority)
- Site Plan Amendment Minor (notification not required)
- Special Exception (Notification Radius-750, 1250, 1500 feet - circle one)
- Special Exception Modification-Major (Notification Radius-750, 1250, 1500 feet - circle one)
- Special Exception Modification-Minor (Notification Radius-750 feet)
- Other \_\_\_\_\_

**Previous Approvals: (if any)**

Application Number	Date	Action Taken
_____	_____	_____
_____	_____	_____

**A letter of authorization from the owner must be submitted if this application is filed by anyone other than the owner.**  
I hereby certify that I have the authority to make this application, that the application is complete and correct and that I have read and understand all procedures for filing this application.



Craig Pittinger, Senior Vice President

**PRE-APPLICATION SUBMITTAL REQUIREMENTS:** (Submit and check what is applicable to your project type).

Please complete this checklist and include it as part of the application packet submittal. Each item on the checklist must be included in the application packet. If items are missing, the application cannot be accepted and will be returned.

**Level 1 Site Plan Application Submittal Requirements**

- Completed application
- Application Filing Fee
- A preliminary site plan (Plan sheet size: maximum 24" x 36", Scale 1"=30"). Include adjoining/abutting properties within 100-feet, showing all existing and proposed site improvements. (12 copies and 1 CD with PDF Version)
- Project description and scope of work narrative (12 copies)
- Transportation Scoping Intake Form (12 copies) with fee via separate check
- Pre-Application Stormwater Management Concept package with fee via separate check
- NRI/FSD per Forest and Tree Preservation Ordinance (FTPO) with fee via separate check

**Project Plan or Site Plan: (Level 2) Application Submittal Requirements**

- Completed application
- Application Filing Fee
- A preliminary site plan. Prepared by surveyor or engineer. (Plan sheet size: maximum 24" x 36", Scale 1"=30'). Include adjoining/abutting properties within 100-feet, showing all existing and proposed site improvements. (12 copies) and 1 CD with PDF Version
- Project description and scope of work narrative (12 copies)
- Transportation Scoping Intake Form (12 copies) with fee via separate check
- Pre-Application Stormwater Management concept package (12 copies) with fee via separate check
- NRI/FSD per FTPO as submitted to Forestry with fee via separate check

**Special Exception Pre-Application Submittal Requirements:**

- Completed application
- Application Filing Fee
- A preliminary site plan prepared (plan sheet size: maximum 24" x 36", Scale 1"=30'). Include adjoining/abutting properties within 100-feet, showing all existing and proposed site improvements. (12 copies and one CD with PDF)
- Project description and scope of work narrative (12 copies)
- Transportation Scoping Intake Form (12 copies) with fee via separate check
- NRI/FSD per FTPO (12 copies) with fee via separate check
- Pre-Application Stormwater Management Concept package with fee via separate check\*

**Pre-Application Meeting Date:**

All meetings are held on Thursday. A date and time of the meeting will be assigned once workload and project lead times are considered, generally is three weeks after PAM has been accepted for processing.