

400 Washington Avenue, Room 221  
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## OFFICE OF THE COUNTY AUDITOR INTEROFFICE MEMORANDUM

TO: All Council Members  
FROM: Lauren M. Smelkinson, County Auditor *LMS*  
DATE: March 31, 2013  
SUBJECT: Addendum to Council Meeting Notes

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Please find attached an addendum (FM-6) to the Council Meeting Notes issued March 27, 2014.

This item will be discussed at the April 1, 2014 work session for the April 7, 2014 Council meeting.

Attachment

cc: notes distribution list

FM-6 (Contract)

Council District(s) 5


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**Department of Permits, Approvals and Inspections**


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**Acquisition of Land – 204 Courtland Avenue**


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The Administration is requesting approval of a contract to acquire property totaling 0.124 acre for \$832,520 for the construction of the new Towson Fire Station. Courtland Properties, LLC currently owns the property, which is located at 204 Courtland Avenue in Towson. The property is zoned BM-CT (Business Major – Commercial Town Center Core District) and will be part of the site for the new Towson Fire Station. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Purchase Price</b>	<b>Notes</b>
<b>County</b>	\$ 832,520 <sup>(1)</sup>	<sup>(1)</sup> Capital Projects Fund.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 832,520</u>	

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**Analysis**

Everett, Benfield LLC, consultant appraiser, completed an appraisal of the property in November 2013, recommending a value of \$485,000. After review and analysis, Robert W. Kline, review appraiser, concurred with the appraisal, recommending the respective amount as just compensation for the acquisition. The Department of Permits, Approvals and Inspections – Real Estate Compliance Division advised that the property owner submitted a separate appraisal and, as a result of negotiations, a settlement was reached at \$832,520 (including \$27,520 in compensation for future rent payments and parking).

The 0.124-acre property to be acquired is improved with a detached, two-story office building that is used as a law office and a driveway and parking lot.

The Department advised that this is the only acquisition needed for this project. The Department further advised that the acquisition of this property will allow the County to move the new station north on the site while retaining the County's fuel tanks in their current location, enabling community concerns regarding landscaping and site layout to be addressed.

Estimated project costs for the new Towson Fire Station total \$7.33 million, including \$5.75 million for construction. As of March 25, 2014, the Administration advised that \$937,638 has been expended/encumbered for this project, excluding the cost of this acquisition. The Department further advised that construction is expected to commence in October 2014 and to be completed by December 2015.

On December 2, 2013 the Council approved the sale of the existing Towson Fire Station property to CVP-TF, LLC for \$8.3 million. At that time, the Department advised that CVP-TF, LLC plans to utilize the property for a Royal Farms fuel service station and other commercial uses, subject to the Planned Unit Development (PUD) approval process. The Administration advised that a portion of the proceeds from this sale will be used to fund the construction of the new Towson Fire Station.

County Charter, Section 715, requires Council approval of real property acquisitions where the purchase price exceeds \$5,000.

EXECUTIVE SUMMARY

PROGRAM TITLE:	204 Courtland Avenue
PROJECT NO.:	241-210-0036-1091
FISCAL MATTER:	Contract of Sale
SELLER:	Courtland Properties, LLC
PROPERTY INTEREST TO BE ACQUIRED:	0.124 acre +/- (5,400 sq.ft.)
LOCATION:	204 Courtland Avenue Towson, Maryland 21204
PURCHASE PRICE:	\$832,520.00, which consists of \$805,000.00 for the purchase of the property, \$25,000.00 for for future rent payments and \$2,520.00 for parking
IMPROVEMENTS BEING ACQUIRED:	A two story office building, approximately 1,500 sq. ft.
PURPOSE OF PROJECT:	The County is purchasing the property to build the New Towson Fire Station
LIMITS OF PROJECT:	204 Courtland Avenue, Towson, MD 21204

Prepared By: Department of Permits, Approvals &  
Inspections