

BACON, THORNTON & PALMER, L.L.P.  
CAPITAL OFFICE PARK  
6411 IVY LANE  
SUITE 500

MARK D. PALMER (MD, DC)  
Direct Dial (██████████)

GREENBELT, MARYLAND 20770-1411  
MAIN (██████████)  
FAX (██████████)

Email  
██████████

March 9, 2017

VIA EMAIL

Mr. Kalu Kelly Emeaba  
Pipeline Accident Investigator  
National Transportation Safety Board  
490 L'Enfant Plaza East, SW  
Washington, DC 20594

**Re: Flower Branch Apartments (Silver Spring, Maryland)**  
**DOI: August 10, 2016**  
**NTSB Case No: DCA16FP003**

Dear Mr. Emeaba:

This letter is in response to your March 7, 2017 email to Clark Melillo of Kay Management Company, Inc., in which you requested certain information as set forth in an information request that you attached to your email. For reference, a copy your information request sent on March 7, 2017 is attached.

I will address below the two requests set forth in your information request.

**1. Provide to the NTSB copy of recording(s), notes, transcript of interview(s) conducted by you for your former (deceased) Senior Maintenance Inspector who visited 8701 Arliss Street building meter, utility and storage few days before the accident on August 10, 2016. This document should include information he was able to pass to Kay Management and findings he made after the stated visit to this location. (NTSB was unable to interview him before his demise).**

I understand your reference to the "Senior Maintenance Inspector" to mean Chuck Stitt, who was Kay Management's company-wide Maintenance Supervisor before his resignation on August 19, 2016. In the NTSB investigative team's interview of Mr. Melillo on August 20, 2016, Mr. Melillo advised that he had met with Mr. Stitt on August 19, 2016 (the day before the interview), at which time Mr. Stitt resigned due to ill health.

Mr. Melillo stated in his interview that when he met with Mr. Stitt on August 19, 2016, Mr. Stitt

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advised him that he had visited Flower Branch on the Monday before the August 10, 2016 incident, and Mr. Stitt advised that during that visit, he had observed the “meter room” in 8701 Arliss Street, and observed that the room was “immaculate, spotless”. Mr. Melillo also stated in his interview that Mr. Stitt told him that “there was no equipment, nothing within 15 feet of the meters”, and “there were two shelves on the left side, and maybe there were two snow blowers in there”.

I refer you to pages 18 and 46-47 of the transcript of Mr. Melillo’s August 20, 2016 interview.

Mr. Melillo did not record or take notes of his meeting with Mr. Stitt on August 19, 2016, and there is no transcript of that meeting; Mr. Melillo was simply describing to you and the others in the NTSB investigative team what he recalled from speaking with Mr. Stitt the day before the interview.

Further, there is no documentation of Mr. Stitt’s visit to Flower Branch or his observations of the meter room in 8701 Arliss Street on the Monday (August 8, 2016) before the incident.

Therefore, there are no documents to provide concerning either Mr. Stitt’s observations of the meter room on August 8, 2016, or of Mr. Melillo’s discussion with Mr. Stitt on August 19, 2016.

**2. Provide copies of building floors design on each level at 8701 Arliss Street. And please state if any, how these floor plans differed from those at other buildings at the Flower Branch Apartment complex.**

Attached are floor plans (4 pages) depicting the layout of each floor at 8701 and 8703 Arliss Street, as they were just before the August 10, 2016 incident; I previously provided one page (depicting the layout of the Terrace Level for both buildings) to Mr. Chhatre with my October 13, 2016 letter.

A comparison of the floor plans for 8701 and 8703 Arliss Street provides a good comparison of the general similarities and differences between the layout of 8701 Arliss Street as compared to the other buildings in the Flower Branch Apartment complex. Specifically, the building footprint and general layout of the buildings at Flower Branch are similar from building-to-building (four floors for each building, a central stairwell, and with the exception of 8701 Arliss Street, two apartments on the lowest level of each building, and generally four apartments on each of the upper three levels in each building). There are variations in each building, however, with regard to the mix of one, two, and three-bedroom apartments; this varies from building-to-building, and there are several different floor plans among the one-bedroom apartments, the two-bedroom apartments, and the three-bedroom apartments.

To help you understand the building-by-building variations in terms of layouts and apartment floor plans, please see the attached spreadsheet, which illustrates the building-by-building variations.

Where the layout of 8701 Arliss Street differed in a significant way from the other buildings was on the Terrace Level, because the Terrace Level of 8701 Arliss Street had just one apartment (not

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two apartments, as on the other buildings), because the Leasing Office was located on the Terrace Level of 8701 Arliss Street.

Further, the Terrace Level of 8701 Arliss Street included the Maintenance Shop in what was otherwise a room set aside for "Storage" in the other buildings. Further, what was designated as the "Laundry Room" in all other buildings was the "Meter Room" on the Terrace Level of 8701 Arliss Street, and so there was no laundry equipment (washers and dryers) in 8701 Arliss Street. For that reason, the entry door to the "Meter Room" on the Terrace Level of 8701 Arliss Street was locked at all times.

I believe that this addresses your March 7, 2017 request for information. If you request any further information, please let me know, and I will do my best to provide it to you.

Very truly yours,

A black rectangular redaction box covers the signature of Mark D. Palmer.

Mark D. Palmer  
MDP/bjr

Enclosures as stated

cc: Mr. Clark Melillo  
President  
Kay Apartment Communities

Ravindra M. Chhatre, P.E.  
Accident Investigator  
National Transportation Safety Board