



MONTGOMERY COUNTY PLANNING BOARD
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

**APPROVED
MINUTES**

The Montgomery County Planning Board met in regular session on Thursday, April 20, 2017, at 9:35 a.m. in the Montgomery Regional Office in Silver Spring, Maryland, and adjourned at 3:10 p.m.

Present were Vice Chair Marye Wells-Harley and Commissioners Natali Fani-González and Gerald R. Cichy. Chair Casey Anderson joined the meeting at 9:44 a.m. during discussion of Item 2, and Commissioner Norman Dreyfuss joined at 9:50 a.m. following discussion of Item 2.

Items 1 through 6 are reported on the attached agenda.

Items 12 and 13 were removed from the Planning Board agenda.

The Board recessed for lunch at 11:23 a.m., and following a working lunch meeting with Montgomery County Department of Transportation staff, reconvened in the auditorium at 2:00 p.m.

Items 9 through 11 are reported on the attached agenda.

Items 7 and 8 were removed from the Planning Board agenda.

There being no further business, the meeting was adjourned at 3:10 p.m. The next regular meeting of the Planning Board will be held on Thursday, April 27, 2017, in the Montgomery Regional Office in Silver Spring, Maryland.

M. Clara Moise
Sr. Technical Writer/Editor

James J. Parsons
Sr. Technical Writer/Editor

**Montgomery County Planning Board Meeting
Thursday, April 20, 2017
8787 Georgia Avenue
Silver Spring, MD 20910-3760
301-495-4600**

1. Consent Agenda

***A. Adoption of Resolutions**

1. Westwood Shopping Center Sketch Plan 320170010 - MCPB No. 17-011
2. North Glen Hills Preliminary Plan 11998050A – MCPB No. 17-020
3. Lot 31/31A Bethesda Site Plan 82007018C – MCPB No. 16-142

BOARD ACTION

Motion: FANI-GONZÁLEZ/CICHY

Vote:

Yea: 3-0

Nay:

Other: ANDERSON & DREYFUSS ABSENT

Action: Adopted the Resolutions cited above, as submitted.

***B. Record Plats**

Subdivision Plat No. 220170170, Woodside Park, Section 7

R-60 zone; 1 lot and 2 Outlots; located on the north side of the intersection of Watson Road with Edgevale Road; North and West Silver Spring Master Plan.

Staff Recommendation: Approval

Subdivision Plat No. 220170240, Cabin Branch

CRT zone, 12 lots and 1 parcel; located in the area bounded by Broadway Ave., Dovekie Ave. and Fulmer Ave.; Clarksburg Master Plan.

Staff Recommendation: Approval

Subdivision Plat No. 220170470, Old Georgetown Estates

R-200 zone, 1 lot; located on the south side of Danville drive opposite Danville Place; North Bethesda - Garrett Park Master Plan.

Staff Recommendation: Approval

BOARD ACTION

Motion: CICHY/FANI-GONZÁLEZ

Vote:

Yea: 3-0

Nay:

Other: ANDERSON & DREYFUSS ABSENT

Action: Approved staff recommendation for approval of the Record Plats cited above, as submitted.

***C. Other Consent Items**

1. ESFCU Germantown: Extension Request for Site Plan No. 820160170 --- Request to extend the regulatory review period to June 1, 2017; to construct a three-story, 9,990 square-foot bank located at 19215 Frederick Road, approximately 367 feet southeast of the intersection of Plummer Drive and Frederick Road, 1.81 Acres, Neighborhood Retail Zone, 2009 Germantown Employment Area Sector Plan.

Staff Recommendation: Approval of the Extension Request

BOARD ACTION

Motion: FANI-GONZÁLEZ/CICHY

Vote:

Yea: 3-0

Nay:

Other: ANDERSON & DREYFUSS ABSENT

Action: Approved staff recommendation for approval of the Site Plan Extension cited above.

***D. Approval of Minutes**

Planning Board Meeting Minutes of March 30 and April 6, 2017

BOARD ACTION

Motion: CICHY/FANI-GONZÁLEZ

Vote:

Yea: 3-0

Nay:

Other: ANDERSON & DREYFUSS ABSENT

Action: Approved Planning Board Meeting Minutes of March 30 and April 6, 2017, as submitted.

2. Roundtable Discussion

- Parks Director's Report

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: Received briefing.

Parks Department Director's Report – Parks Department Director Mike Riley briefed the Board on the following ongoing and upcoming Parks Department events and activities: the status of the FY18 Operating Budget, with a County Council Planning, Housing, and Economic Development (PHED) Committee worksession held on April 17, and the Committee supporting the staff recommendation to return \$1,900,000 of the County Executive's recommended reduction to the budget; the status of the FY18 Capital Budget, with the PHED Committee supporting the Board's position not to accept the Executive's recommendation to shift \$2,000,000 in funds, and instead directing Council staff to identify reductions elsewhere in the budget; the status of ongoing parks advocacy campaign work; an upcoming Parks Department and Planning Department staff trip to Richmond, Virginia, for a tour of urban parks, revitalized neighborhoods, and examples of public art, scheduled for April 21 and 22; upcoming Earth Month activities, with 82 clean-up events scheduled throughout April; the upcoming Autism Awareness Glow Walk and Fun Run event, scheduled for April 28 at Wheaton Regional Park; and the upcoming public forum for the Capital Improvements Program scheduled for May 18 at the Montgomery Regional Office.

Deputy Director of Operations John Nissel then briefed the Board regarding recent clean-up work at Long Branch Stream Valley Park Unit 2. Clean-up costs were estimated at approximately \$10,000. Staff plans to address this ongoing issue with community involvement, improvements to the park, scheduled activation events, assistance from other County agencies, and community education.

There followed a brief Board discussion, during which Commissioner Fani-González recommended contacting local business and non-profit organizations regarding Long Branch Stream Valley Park Unit 2, and offered to assist staff in their efforts.

~~12. — CLOSED SESSION — Teleconference Meeting of the Maryland National Capital Park and Planning Commission (Full Commission)~~

~~Pursuant to Section 3-305(b)(7) and (b)(9) of the General Provisions Article of the Annotated Code of Maryland, a closed session is proposed to consult with counsel to obtain legal advice, and to conduct collective bargaining negotiations or consider matters that relate to the negotiations.—REMOVED~~

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: **This Item was removed from the Planning Board agenda.**

~~13. Teleconference Meeting of the Maryland National Capital Park and Planning Commission (Full Commission) — Labor Negotiations Update — REMOVED~~

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: **This Item was removed from the Planning Board agenda.**

3. Energized Public Spaces --- Functional Master Plan for Parks in Mixed Use and Higher Density Residential Areas-- Project Update.

Staff Recommendation: Input on on-going work for Energized Public Space: Functional Master Plan for Parks in Mixed Use and Higher Density Residential Areas

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: Received briefing.

Parks Department staff offered a multi-media presentation and discussed the proposed Energized Public Spaces: Functional Master Plan (EPS FMP) for Parks in Mixed-Use & Higher Density Residential Areas, specifically the Plan methodology, public outreach, and schedule. Staff noted that the Planning Board comments made at the December 8, 2016 meeting would also be addressed, which included recommendations to use innovative and faster solutions to energize public spaces, to include bicycle accessibility in the open space hierarchy criteria, to address the needs of all the populations within the study area, and to consider all public spaces, including privately-owned, Montgomery County Department of Recreation, and Montgomery County Public School facilities.

According to staff, the main goal of the Plan is to fill gaps in public open space within the areas of highest population density. Gaps will be identified according to walking distances, as well as the number and types of experiences, such as active recreation, contemplative recreation, and social gathering, in relation to population. Using the Silver Spring Central Business District as a pilot area, staff proposes a four-pronged approach to fill existing gaps in public space, which will include identifying needs through the mapping of the existing inventory of parks and alternate public space providers; identifying population density, applying a scoring system to existing facilities based on the types of services provided and number of residents served; using an interactive online map tool to geolocate user comments into a live map; and analyzing the results of the surveys, mapping, and community outreach efforts. Staff will then analyze the best locations for the distribution of park and public spaces according to an open space hierarchy, which includes criteria such as urban design, site accessibility, connectivity, relationship with adjacent uses, frequency of use, and community benefits; implement short and long-term solutions, such as pop-up programs and found places, while utilizing potential opportunities for partnerships by coordinating with other public agencies, private sector, non-profits, institutions, community organizations, and groups; and assess customer satisfaction through the use of surveys, community events, and open-houses.

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3. Energized Public Spaces

CONTINUED

Staff then briefed the Board regarding ongoing public outreach work. In addition to the online mapping tool, staff has implemented traditional outreach methods, such as public and community meeting presentations to regional and citizen advisory boards; email outreach to elected officials, homeowner associations, and civic associations; and posters and flyers distributed at frequented locations such as recreation centers, park facilities, places of worship, grocery stores, and libraries. Other outreach efforts have included media outreach and advertising; social media and marketing outreach; Peak Democracy, a new online open town hall platform for people to easily submit their comments, suggestions, and to respond to surveys; face-to-face outreach; intercept surveys; key stakeholders focus groups and interviews; an EPS FMP public meeting held on February 28; and the formation of the EPS working group.

Staff added that the next steps for the Plan include the approval of the Working Draft as the Public Hearing Draft, scheduled for June 15; a Planning Board public hearing, scheduled for July 27; a Planning Board worksession and approval of the Planning Board Draft, scheduled for September 7; the submission of the Planning Board Draft to the County Council and County Executive, scheduled for October 2; and presentation of the Plan to the County Council Planning, Housing, and Economic Development Committee, with a date to be determined. Staff added that they will continue the online survey and mapping; coordination with Planning Department, Council staff, and the working group; the data analysis; and the investigation of potential solutions.

There followed extensive Board discussion with questions to staff, during which the Board recommended the performance of a reality check following the completion of the analysis for the Plan, and continued use of the website to keep the public informed as to the Plan progress.

***4. Pleasant Grove Community Church: Preliminary Plan No.120130160** --- Request to create a lot from Parcel 088 (11307 Mountain View Road) for the construction of a 8,600 square foot religious institution; located 700 feet west of Johnson Drive; 4.02 acres; R-200 zone; Damascus Master Plan.

Staff Recommendation: Approval with Conditions and Adoption of Resolution

BOARD ACTION

Motion: CICHY/WELLS-HARLEY

Vote:

Yea: 5-0

Nay:

Other:

Action: Approved staff recommendation for approval of the Preliminary Plan cited above, subject to conditions, and adopted the attached Resolution.

Planning Department staff offered a multi-media presentation and discussed the proposed Preliminary Plan request to create a lot for the construction of a religious institution. The 4.02-acre property, identified as un-platted parcel P008, is located on the north side of Mountain View Road, approximately 700 feet west of its intersection with Johnson Drive, and zoned Residential within the Rural Village Overlay Zone in the Damascus Master Plan area. The site is also located within the Purdum Historic District. The southern portion of the property is improved with a single-family detached home, barn, and gravel driveway that accesses Mountain View Road, a designated rustic road. The existing house is served by an on-site well and septic system. The applicant also owns the adjacent property to the east, which is developed with the existing Pleasant Grove Community Church and graveyard.

The applicant proposes to convert the property from a parcel to a lot to allow the construction of a 200-seat, 8,600 square foot church. All existing structures on the property will be removed. A new, 20-foot wide paved driveway will be constructed for access from Mountain View Road at the same location as the existing gravel driveway. The proposed structures will be served by a new on-site private well and septic system. The applicant will be required to dedicate 3,388 square feet of land along the property frontage to achieve the right-of-way width recommended for Mountain View Road. The proposed development generates a 0.61-acre forest planting requirement, which the applicant proposes to meet off-site due to the constraints of the septic site. The applicant has submitted a variance request to remove 56 trees and impact but not remove 40 trees. Staff supports the variance request. Staff noted that because the property is located within the Purdum Historic District, a Site Plan for the proposed project will be required prior to record plat.

Ms. Lauren Wirth of MHG engineering, consultant to the applicant, Reverend Lawrence Bryant, also present, offered comments and concurred with the staff recommendation.

Reverend Lawrence Bryant also offered comments.

There followed a brief Board discussion.

***5. Resurvey on Kilmain, No. 720150110: Pre-Preliminary Plan ---** Resurvey on Kilmain - Pre-Preliminary Plan No. 720150110: Request to proceed with a minor subdivision record plat for one, 14.51-acre lot; located on Club Hollow Road approximately 1,500 feet west of Edwards Ferry road. Agricultural Reserve Zone, Agricultural and Rural Open Space (AROS) Master Plan. *Staff Recommendation: Approval with Conditions*

BOARD ACTION

Motion: DREYFUSS/FANI-GONZÁLEZ

Vote:

Yea: 5-0

Nay:

Other:

Action: Approved staff recommendation for approval of the Pre-Preliminary Plan cited above, subject to conditions, as stated in the attached adopted Resolution.

Planning Department staff offered a multi-media presentation and discussed a proposed Pre-Preliminary Plan request to create one lot prior to the submittal of a minor subdivision record plat. The 14.66-acre property, identified as parcel 510, is located on the north side of Club Hollow Road, approximately 1,500 feet west of its intersection with Edwards Ferry Road, and is zoned Agricultural Reserve in the Agricultural and Rural Open Space Master Plan area, as well as the Broad Run Watershed. The property, primarily used for agricultural purposes, is currently developed with a detached single-family residence and various agricultural structures.

After the required dedication of 35 feet along the Club Hollow Road frontage, the applicant proposes to create one 14.51-acre lot to accommodate the existing residence. The proposed lot will be created under the minor subdivision process, platted as one piece without creating a farm remainder, and served by well and septic. The applicant also proposes to clear 0.37 acres of forest, generating a 0.74-acre planting requirement, which will be met with the retention of 1.5 acres of existing onsite forest. Staff noted that the accompanying Resolution will be submitted for adoption at a later date.

Mr. Jared Carhart, member of the applicant’s team, offered comments and concurred with the staff recommendation.

There followed a brief Board discussion.

6. Bond Sale and Approval

BOARD ACTION

Motion: **WELLS-HARLEY/DREYFUSS**

Vote:

Yea: **5-0**

Nay:

Other:

Action: **Approved staff recommendation for approval of the proposed Bond Sale Award discussed at the meeting.**

Secretary-Treasurer Joe Zimmerman noted that the Commission approved the issuance of up to \$8,000,000 of new money for the purpose of funding the Capital Improvements Program, then requested that the Board approve the lowest interest rate bid for the purchase of the bonds. Mr. Zimmerman noted that the bids for the bonds were evaluated earlier in the day by Davenport Public Finance Co., who is advising his office in this matter. The bonds are expected to uphold the Commission's triple A status.

There followed a brief Board discussion with questions to Mr. Zimmerman.

~~7. — 2017 Local Area Transportation Review (LATR) Guidelines — Review proposed revisions to these Guidelines to reflect changes made by the County Council pursuant to the adopted 2016-2020 Subdivision Staging Policy (SSP). — REMOVED~~

~~Staff Recommendation: Approve Revised Guidelines~~

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: This Item was removed from the Planning Board agenda.

~~8. White Flint Worksession No. 6: Transportation and Staging~~—REMOVED

~~Staff Recommendation: Discussion and provide direction to staff~~

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: This Item was removed from the Planning Board agenda.

***9. Springfield, Preliminary Plan No. 120160260** --- R-60 Zone, 0.39 acres, Request for two lots for one-family detached dwelling unit on each lot; located on Wiltshire Drive 200 feet west of the intersection with Cromwell Drive, Bethesda-Chevy Chase Lake Master Plan.

Staff Recommendation: Approval with Conditions

BOARD ACTION

Motion: DREYFUSS/CICHY

Vote:

Yea: 5-0

Nay:

Other:

Action: Approved staff recommendation for approval of the Preliminary Plan request cited above, subject to revised conditions, and as stated in the attached Resolution.

Planning Department staff offered a multi-media presentation and discussed a Preliminary Plan request to create two lots, Lot 9 and Lot 10 to be served by public water and sewer system. The 0.39-acre property is located on the north side of Wiltshire Drive, 200 feet west of Cromwell Drive in the Bethesda-Chevy Chase Master Plan area. There is an existing single-family house on lot 9, which will remain and a new single-family house will be built on Lot 10. Staff noted that a condition of approval that requires placement of a Category II Forest Conservation on Lot 10 to protect the existing tree canopy has been added to the list of conditions of approval. Staff also noted that correspondence has been received from the public stating that the property should be considered part of the Wood Acres Subdivision despite the fact that the application was entitled "Springfield," and that the Wood Acres architectural covenants should apply to any houses built on the property. Staff added that the name of the application is not the deciding factor in determining whether the Wood Acres covenants apply to the property. Furthermore, the Planning Department and the Planning Board have no role to play in the enforcement of the Wood Acres covenants, which are agreements between private property owners.

The following speakers offered testimony: Ms. Nancy White of Wiltshire Drive; Mr. Doug McManus of Ramsgate Road and President of the Wood Acres Citizens Association; Mr. Joseph P. Ruocco of Avalon Drive and Chairperson of the Wood Acres Citizens Association Architectural Covenants Committee; and Ms. Ann Christy of Wiltshire Drive.

Mr. David Crowe, engineer representing the applicants, Mr. and Mrs. Todd and Cynthia Chamberlin, also present, briefly discussed the proposed request, and concurred with the staff recommendation.

At the Board's request, legal staff clarified the forest conservation requirements for the subject property and noted that the Resolution will be revised and submitted for adoption at the next Planning Board meeting.

There followed extensive Board discussion with questions to staff and Mr. Crowe.

10. Approved Greater Lyttonsville Sector Plan --- Montgomery County Planning Board Resolution of Adoption.

Staff Recommendation: Approve Resolution and Transmit to Full Commission for adoption

BOARD ACTION

Motion: FANI-GONZÁLEZ/WELLS-HARLEY

Vote:

Yea: 5-0

Nay:

Other:

Action: Approved staff recommendation for approval of the Resolution for the approved Greater Lyttonsville Sector Plan and to transmit it to the Full Commission for adoption.

Planning Department staff noted that draft Resolution No. 17-023 submitted for approval by the Planning Board recommends approval and adoption of the Greater Lyttonsville Sector Plan by the Full Commission. Staff added that the County Council, sitting as the District Council approved the Plan by Resolution no. 18-757 on March 28, 2017.

11. Administrative Regulations for Chapter 50, Subdivision of Land – Public Hearing

BOARD ACTION

Motion: CICHY/WELLS-HARLEY

Vote:

Yea: 5-0

Nay:

Other:

Action: Approved Planning Department staff's request to keep the record open for another two weeks before the Public Hearing.

Planning Department staff noted that various requests were received from the public asking for the record to be kept open for another two weeks to allow more time for comments to be submitted from the public.

There followed a brief Board discussion with questions to staff.