



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

**APPROVED  
MINUTES**

Following a training session by the Maryland-National Capital Park Police, the Montgomery County Planning Board met in regular session on Thursday, October 19, 2017, at 1:37 p.m. in the Montgomery Regional Office in Silver Spring, Maryland, and adjourned at 6:07 p.m.

Present were Chair Casey Anderson, Vice Chair Norman Dreyfuss, and Commissioners Natali Fani-González, Gerald R. Cichy, and Tina Patterson.

Items 1 through 5 are reported on the attached agenda.


Items 1C1 and 6 were removed from the Planning Board agenda.

Vice Chair Dreyfuss left the meeting temporarily during discussion of Item 3 and returned at 4:04 p.m. during discussion of Item 4.

Chair Anderson left the meeting for the day at 5:00 p.m. during discussion of Item 4. Vice Chair Dreyfuss assumed the chairmanship for the remainder of the meeting.

There being no further business, the meeting was adjourned at 6:07 p.m. The Planning Board will participate in an all-day tour of Montgomery County Parks facilities, organized by Parks Department staff, on Thursday, October 26. The next regular meeting of the Planning Board will be held on Thursday, November 2, 2017, in the Montgomery Regional Office in Silver Spring, Maryland.

  
M. Clara Moise  
Sr. Technical Writer/Editor

  
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**Montgomery County Planning Board Meeting**  
**Thursday, October 19, 2017**  
8787 Georgia Avenue  
Silver Spring, MD 20910-3760  
301-495-4600

**1. Consent Agenda**

**\*A. Adoption of Resolutions**

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

**Action:       There were no Resolutions submitted for adoption.**

**\*B. Record Plats**

**Subdivision Plat No. 220171030, Crestview**

R-60 zone, 1 lot; located in the eastern quadrant of the intersection of Westway Drive and Bayard Boulevard; Bethesda Chevy Chase Master Plan.

*Staff Recommendation: Approval*

**BOARD ACTION**

**Motion: FANI-GONZÁLEZ/DREYFUSS**

**Vote:**

**Yea: 5-0**

**Nay:**

**Other:**

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

**\*C. Other Consent Items**

**1. ~~Westbard Self Storage, Extension of Site Plan No. 820170110~~**

~~IM and R-10 Zones, 1.37 acres, Request for extension for a 107,030 square foot self storage building; located on a private road paralleling the Capital Crescent Trail, approximately 100 feet south of River Road, Westbard Sector Plan. ————— REMOVED~~

~~Staff Recommendation: Approval of the Extension~~

**2. Request to File Corrective Map Amendment H-122, Bethesda Downtown Sector Plan**

Correction of an administrative or technical error in the Sectional Map Amendment related to Sites 80, 112, 172 and 191; Bethesda Downtown Sector Plan.

*Staff Recommendation: Approval and request to file for a Corrective Map Amendment with the District Council*

**BOARD ACTION**

**Motion: DREYFUSS/FANI-GONZÁLEZ**

**Vote:**

**Yea: 5-0**

**Nay:**

**Other:**

**Action: 1. This Item was removed from the Planning Board agenda.  
2. Approved staff recommendation to approve and file the Corrective Map Amendment cited above with the District Council.**

**\*D. Approval of Minutes**

Planning Board Meeting Minutes of September 28, 2017

**BOARD ACTION**

**Motion: FANI-GONZÁLEZ/DREYFUSS**

**Vote:**

**Yea: 5-0**

**Nay:**

**Other:**

**Action: Approved Planning Board Meeting Minutes of September 28, 2017, as amended.**

**\*2. The Guardian Building**

**A. Sketch Plan No. 320170080**, CR 5.0 C 4.0 R 4.75 H 145T Zone, 0.36 acres, Request for redevelopment of the existing office building to a mixed-use development with up to 142,414 square feet of residential uses, for up to 177 multi-family units (including 12.5% MPDUs) and up to 7,496 square feet of non-residential uses; located at 8605 Cameron Street at the southeast intersection with Georgia Avenue, Silver Spring CBD Sector Plan.

*Staff Recommendation: Approval with Conditions and Adoption of Resolution*

**B. Site Plan No. 820170100**, CR 5.0 C 4.0 R 4.75 H 145T Zone, 0.36 acres, Request for redevelopment of the existing office building to a mixed-use development with up to 142,414 square feet of residential uses, for up to 177 multi-family units (including 12.5% MPDUs) and up to 7,496 square feet of non-residential uses; located at 8605 Cameron Street at the southeast intersection with Georgia Avenue, Silver Spring CBD Sector Plan.

*Staff Recommendation: Approval with Conditions and Adoption of Resolution*

**BOARD ACTION**

**Motion:**                    **A. CICHY/DREYFUSS**  
                                      **B. CICHY/FANI-GONZÁLEZ**

**Vote:**  
     **Yea:**                    **A. & B. 5-0**

**Nay:**

**Other:**

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

**B. Approved staff recommendation for approval of the Site Plan cited above, subject to conditions, and adopted the attached Resolution.**

Planning Department staff offered a multi-media presentation and discussed the proposed Sketch Plan and Site Plan requests to convert an existing office building into a mixed-use project. According to staff, because the proposed project is on a recorded lot, a Preliminary Plan is not required. The 0.68-acre property is located on the southeast corner of Georgia Avenue (MD355) and Cameron Street, and is zoned Commercial/Residential (CR) within the Silver Spring Parking Lot District (PLD) and the Silver Spring Central Business District (CBD) Sector Plan area. The site, which has frontage on both Georgia Avenue and Cameron Street, is currently improved with a largely vacant, six-story office building with ground-floor retail space identified as the Guardian Building.

The applicant proposes to redevelop the property by re-using and converting the existing office building into an 11-story multi-family building with up to 142,414 square feet of residential uses for up to 177 residential units, including 12.5 percent Moderately Priced

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**\*2. The Guardian Building**CONTINUED

Dwelling Units (MPDUs), up to 7,496 square feet of ground floor non-residential uses, and one level of private underground parking, which will also include bike storage facilities. Additional bike storage will be provided at the ground-floor level. Between these two bicycle storage areas, the applicant will provide 85 storage spaces, to be implemented through an approved wall-rack system, which will require a waiver from the bicycle design standards. Staff supports the applicant's waiver request. The existing vehicular access from Cameron Street via a shared driveway on the eastern side of the building, which currently provides ingress/egress for an existing bank drive-through automated teller machine, will be maintained. Pedestrian and bicycle access will be provided along the Georgia Avenue and Cameron Street frontages. Staff then discussed minor corrections to the Sketch Plan and Site Plan.

Mr. Tom Kozeny, representing Gallagher & Associates, adjacent property owners, offered testimony.

Ms. Erin Girard, attorney representing the applicant, offered comments, and concurred with the staff recommendation.

Mr. Seth Glinski, member of the applicant's team, also offered comments.

There followed extensive Board discussion with questions to staff, Mr. Kozeny, Ms. Girard, and Mr. Glinski, during which the Board recommended that the adjacent property owners enter into an agreement with the applicant regarding construction requirements and scheduling.

**3. FY19 Budget Discussion - Worksession 1 --- Presentation and discussion of Planning Department, CAS, and Commissioners' Office Budget**

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

**Action: Received briefing followed by discussion.**

**Department of Human Resources and Management (DHRM) – Executive Director Patricia Barney** discussed the FY19 proposed DHRM budget. The total FY19 budget is proposed at \$5,392,614, apportioned as \$2,396,251 for Montgomery County and \$2,996,363 for Prince George's County. The proposed preliminary base budget request reflects an increase of 2.5 percent, or \$125,259, over the adopted FY18 budget, which is apportioned as \$64,233 for Montgomery County and \$61,026 for Prince George's County. The total combined base budget includes a 3.04 percent increase for salaries; a 4.53 percent increase for benefits; and a 7.4 percent increase for other operating charges and supplies, with chargebacks adjusted for wage and benefit allocation. Also, four critical needs with a net impact of \$185,609 to the Administrative Fund have been identified, including one additional Merit Management Analyst position at \$54,308, two additional merit Human Resources Information System (HRIS) Specialist positions at \$49,119 and \$41,091, and one additional Administrative Assistant position at \$41,091. Ms. Barney noted that of the four critical needs, the most pressing are the Merit Management Analyst position and the higher-grade HRIS Specialist position.

There followed extensive Board discussion with questions to Ms. Barney.

**Finance Department – Secretary-Treasurer Joseph Zimmerman** briefly discussed the Finance Department FY19 proposed budget. Mr. Zimmerman noted that the proposed budget request of \$3,905,054 reflects a 10.9 percent increase over the FY18 adopted budget. Mr. Zimmerman noted two funding requests for FY19, which include hiring an additional purchasing professional who will focus on Internet Technology matters, and reducing the projected salary lapse from 1.0 percent to zero.

There followed a brief Board discussion.

**Internal Service Fund: Office of the Chief Information Officer (OCIO)/CIO Internal Service Fund (CIO ISF) – Chief Information Officer Mazen Chilet** discussed the proposed FY19 budget request for the OCIO, stating that the proposed CIO ISF budget of \$1,426,067 represents an increase of 40.2 percent, from the approved FY18 budget. Proposed

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**3. FY19 Budget Discussion - Worksession 1**CONTINUED

initiatives include the addition of an IT Security Officer position at \$144,313, the retention of consulting services at \$120,000, new network and security training at \$90,000, and additional office supplies at \$15,000. Mr. Chilet noted that of the four initiatives, the IT Council supports only the \$15,000 office supplies request.

There followed extensive Board discussion, during which the Board instructed Mr. Chilet to return with more details and explanation on the disagreements between the IT Council and the OCIO regarding the budget request.

**Legal Department** – General Counsel Adrian Gardner briefly discussed the Legal Department proposed FY19 budget and noted that the FY19 base budget is \$2,682,272, split between the Montgomery County Administration Fund for \$1,423,274 and the Prince George’s County Administration Fund for \$1,258,988. The proposed request reflects an increase of 3.0 percent, or \$77,292 over the FY18 approved budget. Mr. Gardner noted that the FY19 budget includes a request for one additional support personnel position at \$104,434.

**Planning Department** – Management Services Division Chief Karen Warnick offered a multi-media presentation and discussed the Planning Department’s proposed FY19 budget, noting that the FY19 proposed budget of \$21,120,438 represents an increase of 3.7 percent or \$761,291 over the approved FY18 budget. Ms. Warnick also requested a transfer of \$500,000 from the Administration Fund to the Development Review portion of the Special Revenue Fund in order to maintain a reserve balance of \$1,200,000.

Planning Director Gwen Wright then discussed proposed changes to the FY19 Work Program, which includes removing the Gaithersburg East Master Plan from the work program, and changing the scope of the Aspen Hill and Vicinity Plan to the Aspen Hill Vision Zero Pedestrian Study and Zoning Analysis of Commercial Centers. Ms. Wright then discussed new plans and initiatives for FY19, which include, among others, the addition of a new archaeologist position, the Shady Grove Sector Plan – Minor Master Plan Amendment, the Ashton Minor Master Plan, and the implementation of the initial stages of the update to the General Plan, for a total of \$1,203,907.

There followed extensive Board discussion with questions to Ms. Wright.

**Commissioners’ Office** – Joyce Pettigrew Garcia, Special Assistant to the Planning Board, discussed the proposed FY19 budget request of \$1,265,088, for the Commissioners’ Office, which is an increase of 5.0 percent, or \$60,500, from the FY18 adopted budget. Ms. Garcia noted that the FY19 budget also includes a request to freeze an existing part-time Administrative Assistant position, and to unfreeze a currently frozen full-time Administrative Specialist position.

There followed a brief Board discussion.

**4. FY19 Budget Discussion - Worksession 1 --- Parks Department***Staff Recommendation: Briefing***BOARD ACTION****Motion:****Vote:****Yea:****Nay:****Other:****Action: Received briefing followed by discussion.**

In keeping with the October 12 memorandum to the Planning Board, Parks Department staff discussed the proposed FY19 Park Fund Operating budget. Staff is requesting Planning Board approval to prepare the FY19 budget at the base budget plus the program enhancements level. Staff noted that at the September 14 meeting, Central Administrative Services (CAS) provided preliminary estimates for increases associated with the Park Fund for salaries, benefits, retirement, Other Post-Employment Benefits (OPEB), and debt service on general obligation bonds. At that meeting, the estimated increase for salary, benefits, and retirement was \$3,578,810, a 3.7 percent overall budget increase. After further review of personnel costs projections, staff lowered the projected increase to \$1,182,216, a 1.2 percent change. The debt service increase on general obligation bonds for Capital Improvements Program (CIP) projects is currently estimated at \$1,010,075. The Department of Parks also has known inflationary, contractual, and mandated increases as well as increases for Operating Budget Impacts (OBI) for CIP projects and developer-built parks. These increases total \$1,566,423, 1.6 percent over the FY18 adopted budget. The overall increase in major known commitments totals \$3,758,714 which is a 3.9 percent increase over the FY18 adopted budget.

Staff added that after review of the Parks Department major known commitments, as well as the program enhancements that are proposed, the total budget increase being requested for the Parks Department in FY19 is \$5,747,811, a six percent increase over the FY18 budget. Of that total, \$526,834 is related to the Water Quality Protection Fund (WQPF), and if approved, will be offset by increased revenue from that fund.

There followed extensive Board discussion with questions to staff.

**5. MARC Rail Communities Plan --- Preliminary Recommendations***Staff Recommendation: Briefing***BOARD ACTION****Motion:****Vote:****Yea:****Nay:****Other:****Action: Received briefing followed by discussion.**

Planning Department staff offered a multi-media presentation and discussed the preliminary recommendations for the MARC Rail Communities Plan for Boyds and Germantown. Staff noted that the MARC Rail Communities Plan is located in the upper portion of Montgomery County, west of I-270 and approximately 15 miles north of the Capital Beltway (I-495). The Plan is focused on the two MARC rail stations along the CSX-owned railroad tracks in Boyds and Germantown. Staff noted that while Boyds has retained its original size and rural village character within a large historic district, Germantown has grown into a major suburban residential community with commercial centers and several historic sites around its station. Staff initiated the planning process on November 4, 2015 with an open house at the Sidney Kramer Upcounty Regional Services Center to receive formal input from residents on the Plan's purpose. The input received at the open house was developed into a Scope of Work that was approved by the Planning Board on January 28, 2016. In March 2016, staff held a four-day Design Workshop to begin in-depth conversations with the community that helped create a future vision for each station area. Staff then met with residents on November 30, 2016, to present and discuss various concepts. Staff also met with residents and stakeholders on many other occasions, including the quarterly Boyds Civic Association meetings, an Upcounty Advisory Board meeting in May 2017, and other agency meetings, to receive their input on the concepts and the Plan.

Staff noted that the concepts have been developed into four planning principles that were presented to stakeholders at a meeting on October 5, 2017, and serve as an outline for the Plan: 1) preserve the historic character of the Boyds and Germantown communities; 2) connect Boyds and Germantown, both internally and beyond, to ensure a viable range of transportation choices, including expanded MARC ridership, improved pedestrian and bicycle mobility, and efficient and safe vehicular travel; 3) sustain the area's natural resources while acknowledging and respecting the environmental and infrastructure constraints; and 4) renew the Boyds and Germantown station areas with new uses that support MARC commuter rail service, preserve and enhance the community's character, and serve its residents.

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5. **MARC Rail Communities Plan --- Preliminary Recommendations**

CONTINUED

Staff added that comments and guidance received from the Planning Board will be incorporated in the report and on November 30, staff will present the Plan Working Draft to the Board, with a request to publish the working draft as the public hearing draft and set a hearing date. Staff also noted that the public hearing will most likely be scheduled in December or January, with Planning Board worksessions taking place in January and February 2018.

Commissioner Patterson stated that she is concerned with pedestrian safety on Middlebrook Road in Germantown, and does not believe that the proposed road diet recommended by staff, which will reduce the number of lanes from six to four, will improve the situation.

There followed a brief Board discussion with questions to staff.

~~6. Roundtable Discussion~~ — REMOVED

- ~~Planning Director's Report~~

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

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