



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, October 18, 2018, at 9:03 a.m. in the Montgomery Regional Office in Silver Spring, Maryland, and adjourned at 3:36 p.m.

Present were Chair Casey Anderson and Commissioners Natali Fani-González, Gerald R. Cichy, and Tina Patterson. Vice Chair Norman Dreyfuss joined the meeting at 9:13 a.m.

Items 1 and 2 are reported on the attached agenda.

The Board recessed for lunch at 11:38 a.m. and convened in Closed Session at 11:39 a.m. to take up Item 6, a Closed Session Item.

In compliance with State Government Article §3-305(b), Annotated Code of Maryland, the following is a report of the Board's Closed Session:

The Board convened in Closed Session at 11:39 a.m. in the auditorium on motion of Commissioner Patterson, seconded by Commissioner Fani-González, with Chair Anderson, Vice Chair Dreyfuss, and Commissioners Fani-González, Cichy, and Patterson voting in favor of the motion. The meeting was closed under authority of Annotated Code of Maryland §3-305(b)(13), to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

Also present for the meeting was James Parsons of the Commissioners' Office.

In Closed Session the Board approved the Closed Session Minutes of June 7 and 21, and September 27, 2018.

The Closed Session meeting was adjourned at 11:39 a.m.

The Board reconvened in the auditorium at 2:32 p.m.

Items 3 through 5 are reported on the attached agenda.

There being no further business, the meeting was adjourned at 3:36 p.m. The next regular meeting of the Planning Board will be held on Thursday, October 25, 2018, 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, October 18, 2018
8787 Georgia Avenue
Silver Spring, MD 20910-3760
301-495-4600**

1. Consent Agenda

***A. Adoption of Resolutions**

1. Seneca Farms Preliminary Plan 120170240 – MCPB No. 18-097
2. Bannockburn Preliminary Plan 120180030 – MCPB No. 18-065

BOARD ACTION

Motion: CICHY/PATTERSON

Vote:

Yea: 4-0

Nay:

Other: DREYFUSS ABSENT

Action: Adopted the Resolutions cited above, as submitted.

***B. Record Plats**

Subdivision Plat No. 220180850, Ashley Hollow

R-90 zone, 1 lot; located on the west side of Shadowridge Drive, 350 feet north of Lindenwood Drive; Olney Master Plan.

Staff Recommendation: Approval

Subdivision Plat No. 220181070, B.F. Leightons addition to Woodside

R-60 zone, 1 lot; located on the north side of Grace Church Road, 275 feet east of 3rd Avenue; North and West Silver Spring Master Plan.

Staff Recommendation: Approval

BOARD ACTION

Motion: CICHY/PATTERSON

Vote:

Yea: 4-0

Nay:

Other: DREYFUSS ABSENT

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

***C. Other Consent Items**

1. Poplar Pointe, Preliminary Plan No. 120180080, Regulatory Extension Request #2---

Request to extend the regulatory review period from October 18, 2018 to January 3, 2019; subdivision of four unplatted parcels into twelve single-family-detached lots and associated open space and HOA parcels, and retain an existing dwelling on one of the twelve lots; utilizing the Cluster Optional Method Development Standards; located on Alderton Road 150 feet north of Night Sky Drive; on approximately 6.28 acres of land zoned R-200; within the 1989 Kensington Wheaton Master Plan area.

Staff Recommendation: Approval of the Extension Request

2. Wildwood Manor Shopping Center, Preliminary Plan No. 11989271C and Site Plan No. 82008024B, Regulatory Extension Request No. 3---

Request to extend the regulatory review period from October 25, 2018 to December 20, 2018; conversion of office to multi-family residential dwellings (age -restricted by deed/covenant) and 11,000 sf of ground floor retail with below grade parking; 3.49 acres of land in the CRT-1.25, C-0.5, R-0.75, H-50 Zone; located at 10401 Old Georgetown Road, Bethesda; within the 2017 Rock Spring Master Plan area.

Staff Recommendation: Approval of the Extension Request

3. Ashton Market: Preliminary Plan No. 120180180 and Site Plan No. 820180160, Regulatory Review Extension Request No. 2

A. Preliminary Plan No. 120180180: Requesting to extend the regulatory review period for an additional 30 days until November 19, 2018; An application to create 20 lots for 20 townhouses, and one lot for a mixed-use building with 3 multi-family units and up to 6,800 square feet of restaurant space, including 12.5 percent MPDUs, located on Porter Road at its intersection with Olney Sandy Spring Road (MD 108); 3.04 acres, TF zone, CRT-0.75, C-0.75, R-0.25, H-35 zone & the Sandy Spring/Ashton Rural Village Overlay zone; Sandy Spring/Ashton Master Plan.

Staff Recommendation: Approval with Conditions

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***C. Other Consent Items**

CONTINUED

B. Site Plan No. 820180160: Requesting to extend the regulatory review period for an additional 30 days until November 19, 2018; An application to construct 20 townhouses, and a mixed-use building with 3 multi-family units and a 6,800 square foot restaurant, including 12.5 percent MPDUs, located on Porter Road at its intersection with Olney Sandy Spring Road (MD 108); 3.04 acres, TF zone, CRT-0.75, C-0.75, R-0.25, H-35 zone & the Sandy Spring/Ashton Rural Village Overlay zone; Sandy Spring/Ashton Master Plan.

Staff Recommendation: Approval with Conditions

BOARD ACTION

Motion: 1. through 3. CICHY/PATTERSON

Vote:

Yea: 1. through 3. 4-0

Nay:

Other: DREYFUSS ABSENT

Action: 1., 2A., & 3A. Approved staff recommendation for approval of the Preliminary Plan Extension requests cited above.

2B., & 3B. Approved staff recommendation for approval of the Site Plan Extension requests cited above.

***D. Approval of Minutes**

Planning Board Meeting Minutes of October 4, 2018

BOARD ACTION

Motion: CICHY/PATTERSON

Vote:

Yea: 4-0

Nay:

Other: DREYFUSS ABSENT

Action: Approved Planning Board Meeting Minutes of October 4, 2018, as submitted.

2. FY20 Budget Discussion Session #1 - Planning, CAS, Commissioner's Office, Parks**BOARD ACTION****Motion:****Vote:****Yea:****Nay:****Other:****Action: Received briefing followed by discussion.**

Planning Department – Management Services Division Chief Karen Warnick offered a multi-media presentation and discussed the Planning Department's proposed FY20 budget, which represents an increase of 7.1 percent or \$1,425,050 over the approved FY19 budget. According to Ms. Warnick, \$824,500 of the increase is for the Planning Department's share of the costs for the new Wheaton Headquarters building, with the remaining \$600,550 intended for new initiatives. Ms. Warnick also requested a transfer of \$500,000 from the Administration Fund to the Development Review Special Revenue Account (DR SRA) in order to maintain a reserve balance of \$1,200,000 in the account, and a \$96,000, or 3.0 percent, increase for the chargeback to the DR SRA in order to cover FY19 staff compensation increases.

Planning Department Director Gwen Wright then discussed FY20 new initiatives, which include one-time initiatives such as support staff for the proposed Pedestrian Master Plan, a proposed update to the Rustic Roads Functional Master Plan, support staff for the update to the General Plan, a ten-year check-up on the White Flint Sector Plan Metrorail station area, architectural field studies, archival assistance, data gathering for the Vision Zero plan, a proposed Affordable Housing Preservation and Redevelopment Feasibility Study, and a proposed study on preserving the community value of ethnically diverse retail centers; and ongoing initiatives such as a Projectdox software upgrade and the comprehensive Park and Planning Placemaking Initiative.

There followed extensive Board discussion with questions to Ms. Wright and Ms. Warnick, during which the Board recommended including justification for the Department's needs in the budget request, specifically for the Wheaton Headquarters building.

Parks Department – Following introductory comments by Parks Department Director Mike Riley, Parks Department staff offered a multi-media presentation and discussed the proposed FY20 Park Fund budget, which reflects an increase of 6.8 percent over the FY19 adopted budget. According to staff, the FY20 budget request includes \$3,093,175 for Known Operating Commitments, which is a 3.2 percent increase from FY19 and includes the Operating Budget Impacts (OBI); contractual obligations for Capital Improvements Projects (CIP) increases; utilities and telecommunications costs; inflationary increases for supplies, materials,

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2. FY20 Budget Discussion Session #1 - Planning, CAS, Commissioner's Office, ParksCONTINUED

services, and capital outlay; debt service for the Internal Service Fund (ISF) capital equipment; position changes and position transfers between Divisions; \$77,564 for the National Pollutant Discharge Elimination System (NPDES) fund; and \$824,500 for the Parks Department's share of the costs for the new Wheaton Headquarters building. Program Enhancements included in the FY20 budget request total \$1,184,686, which is a 1.2 percent increase from FY19 and include new full-time career positions for two Athletic Field Enhancement and Renovation Team members, a Lead Mechanic, and a Data Analyst for the Enterprise Asset Management (EAM) system; the conversion of a term contract Sustainability Program Analyst position to full-time career; and infrastructure funding.

There followed extensive Board discussion with questions to staff, during which the Board requested that staff return with additional information regarding the EAM system staffing needs.

Department of Human Resources and Management (DHRM) – Executive Director Patricia Barney briefly discussed the proposed FY20 DHRM budget, which reflects an increase of 3.0 percent or \$157,980 over the adopted FY19 budget. Ms. Barney added that DHRM is not proposing any new initiatives or changes in positions for FY20.

Ms. Barney then discussed the proposed FY20 Merit System Board budget, noting that the total budget reflects a 1.3 percent or \$2,051 increase over the approved FY19 budget. Ms. Barney added that the Merit Board has not proposed any new initiatives for FY20.

There followed a brief Board discussion.

Office of the Inspector General (OIG) – Executive Director Patricia Barney briefed the Board on the proposed FY20 budget for the Office of Internal Audit (OIA). Ms. Barney noted that the proposed FY20 budget represents an overall increase of 3.8 percent or \$24,834 over the FY19 budget. Ms. Barney added that the OIG is not requesting any special or additional funding in FY20.

There followed a brief Board discussion.

Finance Department – Secretary-Treasurer Joseph Zimmerman briefly discussed the Finance Department proposed FY20 budget. Mr. Zimmerman noted that the proposed budget request reflects a 22.2 percent increase over the FY19 adopted budget. Mr. Zimmerman also noted that the most impactful item, which generates a 12.2 percent increase in funding from FY20 Administration Funds, is due to a realignment of chargebacks from the Finance Department to the Office of Corporate Information Technology (CIT), making the actual increase only 3.2 percent. In addition to the changes in chargebacks, increases in benefits and the annualization of personnel decisions made in the FY19 budget will cause an increase in costs of \$154,495 for FY20. The Department is also requesting funding for a new position in the Accounting Division and another for payroll processing.

There followed a brief Board discussion.

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2. FY20 Budget Discussion Session #1 - Planning, CAS, Commissioner's Office, ParksCONTINUED

Legal Department – General Counsel Adrian Gardner briefly discussed the Legal Department proposed FY20 budget, which reflects an increase of \$71,867 or 4.9 percent over the FY19 approved budget. Mr. Gardner noted that the proposed FY20 budget includes a request to restore the capacity to cover non-personnel items. Mr. Gardner added that the Legal Department has not proposed any new initiatives for FY20.

There followed a brief Board discussion.

Commissioners' Office – Special Assistant to the Montgomery County Planning Board Joyce Pettigrew Garcia discussed the proposed FY20 budget request for the Commissioners' Office, which reflects an increase of 3.4 percent or \$42,614 over the FY19 adopted budget. Ms. Garcia added that the FY20 budget includes funding requests for trainings, conferences, and a retreat for Planning Board Commissioners; a request to freeze a current career part-time Administrative Assistant position, and to activate a currently frozen full-time Administrative Specialist position; and a request for additional funding to support events and activities that support diversity.

There followed a brief Board discussion.

6. CLOSED SESSION

According to MD ANN Code, General Provisions Article, §3-305(b)(13), to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

The topic to be discussed is the Approval of Closed Session Minutes

BOARD ACTION

Motion:

Vote:

Yea:

Nay:

Other:

Action: Discussed in Closed Session. See State citation and open session report in narrative minutes.

3. Roundtable Discussion

- Parks Director's Report

BOARD ACTION**Motion:****Vote:****Yea:****Nay:****Other:****Action: Received Briefing.**

Parks Department Director's Report – Parks Department Director Michael Riley briefed the Planning Board on the following ongoing and upcoming Parks Department events and activities: the ribbon-cutting ceremony for the new trail in Pepco right-of-way on Friday, October 5, which was attended by County Executive Ike Leggett and Pepco President David Velazquez, and which offers six miles of natural surface trails; the Better Block Event/White Flint Placemaking Festival organized by Planning and Parks Department staff in collaboration with the Better Block Foundation, a Dallas-based non-profit organization, held on Saturday and Sunday, October 13 and 14 at the Randolph Hills Shopping Center, which brought together a great number of residents and their families, local business owners, and representatives of civic associations; The ribbon-cutting ceremony on Saturday, October 6, for the new 14,000-square foot Good Hope Neighborhood Recreation Center located within the 13.7-acre Good Hope Local Park, which was also attended by County Executive Ike Leggett and other state officials; the Moco Epic Bike Ride which took place on October 6 and 7 at the South Germantown Recreational Park trails; the ongoing work and collaboration with the Montgomery County Department of Transportation on developing a single alternative for the implementation of a permanent road diet for the Capital Crescent Trail Crossing at Little Falls Parkway, taking into account solicited feedback from the community; and the recent successful 27th Annual Harvest Festival which attracted over 1,400 visitors last Saturday.

Mr. Riley then briefly discussed the following upcoming events: the reopening and dedication celebration of the Mayor Jayne H. Plank Kensington Cabin scheduled for Saturday, October 20 from 2 to 4 p.m. at the Kensington Cabin Local Park; the CLIMB (Connecting, Learning, Informing, Motivating and Building), which will take place on Wednesday, October 24 from 9 to 11:30 a.m. at Brookside Gardens; and the BOOtanica, a Halloween event scheduled for Friday, October 26 from 5:30 to 8:30 p.m. at Brookside Gardens, with children from ages 3 to 12 and their parents encouraged to dress in their favorite costumes.

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

4. Special Appropriations to the FY19 Capital Budget and FY19-24 Capital Improvements Program for Josiah Henson Historic Park (P871552), \$1,130,000

Staff Recommendation: Approval

BOARD ACTION

Motion: CICHY/PATTERSON

Vote:

Yea: 5-0

Nay:

Other:

Action: Approved staff recommendation for approval and to transmit the FY19 budget appropriation requests and FY19-24 Capital Improvements Program (CIP) related to the construction of the Josiah Henson new visitor center and the renovation of the existing historic house, as discussed during the meeting.

Parks Department staff discussed a Special Appropriation to the FY19 Capital Budget and FY19-24 Capital Improvements Program for the Josiah Henson Historic Park. Staff noted that as discussed in the October 11 staff memorandum, staff is requesting Planning Board approval to transmit the following FY19 Capital Budget recommendations to the County Executive and the County Council: i) an additional \$500,000 in appropriation for Program Open Space; ii) an additional \$630,000 in appropriation for GO bonds; and iii) funding switch of \$200,000 from contributions to State Aid. These amendments will increase the cumulative appropriation through FY19 by \$1,130,000. Staff noted that Montgomery County has a unique opportunity to create a museum dedicated to slavery based on the detailed words and experience of an enslaved former resident, Mr. Josiah Henson (1789-1883). There is a compelling need to educate people about Henson's life and slavery in Maryland, including the difference between the man and a stereotypical slur, 'Uncle Tom.' The Parks Department staff is eager to take on this challenge in opening the Josiah Henson Museum and Education Center.

Staff added that the Facility Plan was approved on June 6, 2013, and the revised project cost is \$2,175 million above the current budget of \$6,932 million. This amount is based on the final bid for the new visitor center and the renovation of the historic house as well as revised estimates for the exhibits. The most significant increase, i.e. \$1,675 million is related to the visitor center and historic house renovation. Another increase of \$500,000 involves the exhibits. The Parks Department is also requesting an additional \$450,000 in GO bonds to close the gap and keep the exhibits on schedule since the ongoing capital campaign of the Montgomery Parks Foundation has raised only half of the \$850,000 committed for this project.

There followed a brief Board discussion with questions to staff.

5. **English Manor (Bel Pre Wood Parcel 3) --- MR2019002 ---** Request to increase office space capacity in English Manor (Bel Pre Wood Parcel 3) by adding parking areas and associated stormwater management facilities; located at 4511 Bestor Drive, Rockville; on approximately 8.25-acres of land zoned R-90; within the 1994 Aspen Hill Master Plan area.

Staff Recommendation: Transmit Comments to Montgomery County Public Schools on MR2019002

BOARD ACTION

Motion: FANI-GONZÁLEZ/CICHY

Vote:

Yea: 5-0

Nay:

Other:

Action: **Approved staff recommendation to transmit comments and recommendations to Montgomery County Public Schools, as stated in the attached transmittal letter.**

Planning Department staff offered a multi-media presentation and discussed a Mandatory Referral request to increase office space capacity at the English Manor building/Bel Pre Wood Parcel 3, a former elementary school building, by adding 90 parking spaces and associated stormwater management facilities. The 8.25-acre property is located on Bestor Drive in Rockville within the Aspen Hill Master Plan area. The site was previously occupied by a public elementary school until 1980, when Montgomery County Public Schools (MCPS) closed the school and sold the building to Montgomery County. From 1981 to 1998, the County leased the building to the Creative Education Associates. The building was then leased to the Children’s Learning Center from 1998 to 2013 and to The School for Tomorrow from 2013 to 2015. MCPS has recently taken back the property from the county and is using it for administrative offices and training space. While owned by MCPS, the Parks Department maintains the permitted playfields and playgrounds adjacent to Dabney Drive. Staff noted that MCPS proposes to convert an asphalt play area into a new parking lot to accommodate the 90 spaces and plans to add spaces to the existing parking lot and provide an entrance on Dabney Drive for the new parking area.

Staff added that correspondence was received from some residents expressing concerns regarding noticing of the meeting, the proposed additional parking spaces, the proposed new entrance on Dabney Drive, playground preservation, pedestrian access, and ground maintenance and security, which staff has addressed in the October 11 technical staff report.

The following speakers offered testimony: Ms. Margaret Hemingway of Bestor Drive; Mr. Hugh Hemingway of Bestor Drive; and Ms. Angela Golub of Dabney Drive.

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5. English Manor (Bel Pre Wood Parcel 3) -- MR2019002

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Messrs. Joseph DeRosa, Michael P. Shpur of MCPS, and Mr. Sean Lindaman of Clark, Azar & Associates, consultant for MCPS, offered comments and answered questions from the Board.

Parks Department staff also offered comments regarding the Parks Department's responsibility as to the maintenance of the existing ballfields and playgrounds on the site.

There followed a brief Board discussion with questions to staff and MCPS representatives.