



Addendum to November 17, 2017 Staff Report for Leisure World Administration Building and Clubhouse I, Site Plan No. 820170120

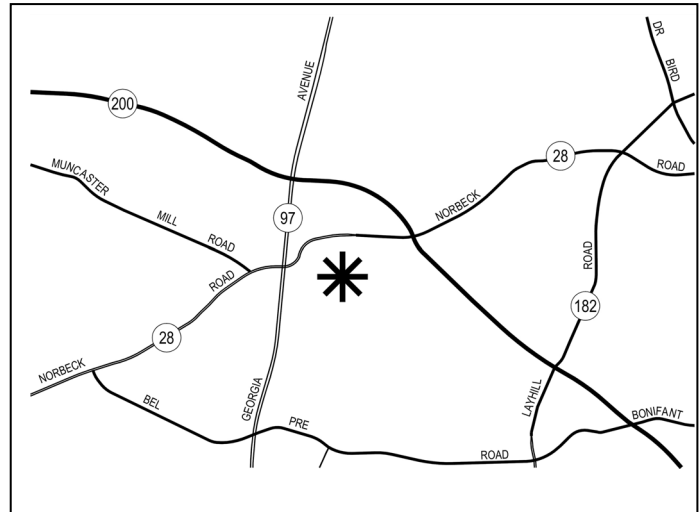
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Completed: 3/18/19

Description

Continuation of the public hearing on November 30, 2017 and Addendum to the original staff report dated November 17, 2017. At its regularly scheduled public hearing on November 30, 2017, the Planning Board deferred action on this Site Plan Amendment, to: allow the Applicant additional time to provide documentation of outreach efforts related to the submitted plans that occurred prior to the public hearing on November 30, 2017; conduct additional outreach on the submitted plans with each of the Leisure World Mutuels; improve the access and entryway to the proposed administration building; and improve the proposed pedestrian access through the parking lot.



Location: Northeast corner of Rossmoor Boulevard and N. Leisure World Boulevard.

Master Plan: 1994 *Aspen Hill Master Plan*.

Property Size: 11.60 acres.

Zone: Planned Retirement Community (PRC).

Applicant: Leisure World Community Corp.

Application Accepted: June 26, 2017.

Review Basis: Chapter 59, Site Plan.

Summary

- Continuation of the public hearing on November 30, 2017.
- This Addendum addresses the issues raised and additional information requested by the Planning Board at the public hearing on November 30, 2017.
- Staff recommends approval with the conditions and findings contained in the staff report dated November 17, 2017, (Attachment 5) as amended by this Addendum.
- Reconfiguration and improvements to the parking facilities include removal of some of the existing parking and the addition of a new fifty-eight (58)-space parking lot near the existing Clubhouse, which results in an overall net reduction of fourteen (14) spaces (384 existing parking spaces, 370 proposed). The reconfigured parking facilities will provide better access of drop-off/pick-up areas, double the number of existing ADA spaces, and add spaces designated for electric vehicle charging, car-share, and motorcycle/scooters where none are currently provided.
- Since the public hearing on November 30, 2017, Staff has received many emails from Leisure World residents opposed to this application, which are attached to this Addendum.

SITE PLAN RECOMMENDATION AND CONDITIONS

Based on the requested revisions by the Planning Board, the conditions of approval from the November 17, 2017 staff report have been revised as follows:

Staff recommends approval with conditions of Site Plan No. 820170120 for a new 21,389-square-foot administration building and a 1,462-square-foot addition to the existing 38,860-square-foot clubhouse, for a total of 61,711 square feet of ancillary buildings, along with associated improvements to the existing parking lot, landscape and hardscape improvements, upgrades to pedestrian and vehicular circulation and stormwater management facilities, and a new fifty-eight (58)-space parking lot. All site development elements shown on the latest version of Site Plan drawings submitted via ePlans to the M-NCPPC as of the date of this Addendum are required, except as modified by the following conditions:

1. Zoning Map Amendment Conformance
The development must comply with all applicable binding elements of Local Map Amendment C- 1318.
2. Transportation
~~Prior to Certified Site Plan approval, the Applicant must revise the bike parking spaces for the new Administration Building and show one short term inverted U bike rack near the Administration Building's main entrance and three long term bike lockers near the employee's entrance.~~ The Applicant must provide bike parking as shown on the Certified Site Plan.
3. Environment
The Planning Board accepts the recommendations of the Montgomery County Department of Permitting Services (MCDPS) Water Resources Section in its stormwater management concept acceptance letter dated October 2, 2017, and hereby incorporates them as conditions of approval. The Applicant must comply with each of the recommendations as set forth in the letter, which the MCDPS Water Resources Section may amend if the amendments do not conflict with other conditions of Site Plan approval. The MCDPS Water Resources Section will review, approve, and inspect all landscaping within the stormwater management easements and facilities.
4. Adequate Public Facilities
The Adequate Public Facility Review (APF) will remain valid for sixty-one (61) months from the date of mailing of the Planning Board Resolution for the Site Plan.
5. Landscape Plan
Prior to the end of the first planting season after the issuance of the final Use and Occupancy Certificate, all landscape plant materials must be installed.

6. Lighting

- a) Prior to Certified Site Plan, the Applicant must provide certification to Staff from a qualified professional that the exterior lighting conforms to the latest Illuminating Engineering Society of North America (IESNA) recommendations (Model Lighting Ordinance-MLO: June 15, 2011, or as superseded) for a development of this type. All on-site exterior area lighting must be installed in accordance with these standards.
- b) All on-site down-lights must have full cut-off fixtures.
- c) Deflectors must be installed on all proposed fixtures to prevent excess illumination or glare.
- d) Illumination levels generated from on-site lighting must not exceed 0.5 footcandles (fc) at any property line abutting residentially developed properties.
- e) Streetlights and other pole-mounted lights must not exceed the height illustrated on the Certified Site Plan.

7. Architecture

The final exterior architectural character, proportion, materials and articulation must be substantially similar to the schematic elevations on the submitted architectural drawings, as determined by Staff.

8. Site Plan Surety and Maintenance Agreement

Prior to issuance of any building permit, or sediment control permit, the Applicant must enter into a Site Plan Surety and Maintenance Agreement with the Planning Board in a form approved by the M-NCPPC Office of General Counsel that outlines the responsibilities of the Applicant. The Agreement must include a performance bond(s) or other form of surety in accordance with Section 59.7.3.4.K.4 of the Montgomery County Zoning Ordinance, with the following provisions:

- a) A cost estimate of the materials and facilities, which, upon Staff approval, will establish the surety amount.
- b) The cost estimate must include applicable Site Plan elements, including, but not limited to plant material, lighting, site furniture, trash enclosures, retaining walls, fences, railings, private roads and sidewalks, paths and associated improvements, including storm drainage facilities, street trees and street lights. The surety must be posted before issuance of any building permit of development and will be tied to the development program.
- c) The bond or surety must be tied to the development program, and completion of all improvements covered by the surety for each phase of development will be followed by a site plan completion inspection. The surety may be reduced based upon inspector recommendation and provided that the remaining surety is sufficient to cover completion of the remaining work.
- d) The bond or surety shall be clearly described within the Site Plan Surety & Maintenance Agreement including all relevant conditions and specific Certified Site Plan sheets depicting the limits of development.

9. Development Program

The Applicant must construct the development in accordance with a development program table that will be reviewed and approved by Staff prior to the approval of the Certified Site Plan.

10. Certified Site Plan

Before approval of the Certified Site Plan, the following revisions must be made and/or information provided subject to Staff review and approval:

- a) Include the stormwater management concept approval letter, Forest Conservation Exemption letter, and the Planning Board Resolution of approval for the site plan.
- b) Modify the data table to reflect development standards approved by the Planning Board.
- c) Ensure consistency of all details and layout between Site and Landscape Plans.
- ~~d) Revise the layout and design of the Administration Building's entrance plaza to be substantially similar to the sketches prepared by Staff as part of the last review comments or, provide a Staff approved alternative.~~
- d) ~~e)~~ On the Landscape Plan, use non-invasive plants and list their common and Latin names in the Plant schedule.
- e) ~~f)~~ Provide a General Note on the plan as recommended by the Montgomery County Department of Permitting Services Right-of-Way Section (MCDPS ROWS) to read:
 - 1) The Applicant shall allow Montgomery County Department of Transportation (MCDOT) Commuter Services Section to ~~access~~ brief employees, on a pre-arranged basis, to provide information on alternative, non-auto modes of commuting to and from the project.

Overview

At its regularly scheduled public hearing on November 30, 2017, the Planning Board deferred action on this Site Plan Amendment, to: allow the Applicant additional time to provide documentation of outreach efforts related to the submitted plans that occurred prior to the public hearing on November 30, 2017; conduct additional outreach on the submitted plans with each of the twenty-six (26) Leisure World Mutuals; improve the access and entryway to the proposed administration building; and improve the proposed pedestrian access through the parking lot.

Community Outreach Efforts by the Applicant

At the Montgomery County Planning Board public hearing on November 30, 2017, multiple Leisure World residents testified to the Planning Board that initial outreach efforts were insufficient, and that many residents were unaware of plans for the new administration building until this Site Plan Amendment was filed for review with the Montgomery County Planning Department.

The Applicant, Leisure World Community Corp., testified that an abundance of outreach was performed over the past several years, and that all the Leisure World Mutuals were notified of all outreach meetings for the new administration building, prior to filing the Site Plan Amendment.

Based on testimony from the Leisure World residents and the Applicant regarding outreach, the Planning Board instructed the Applicant to provide additional information and documentation on any outreach efforts that occurred prior to the public hearing on November 30, 2017. In addition, the Planning Board advised the Applicant to conduct additional outreach with the community, to include all the Leisure World Mutuals.

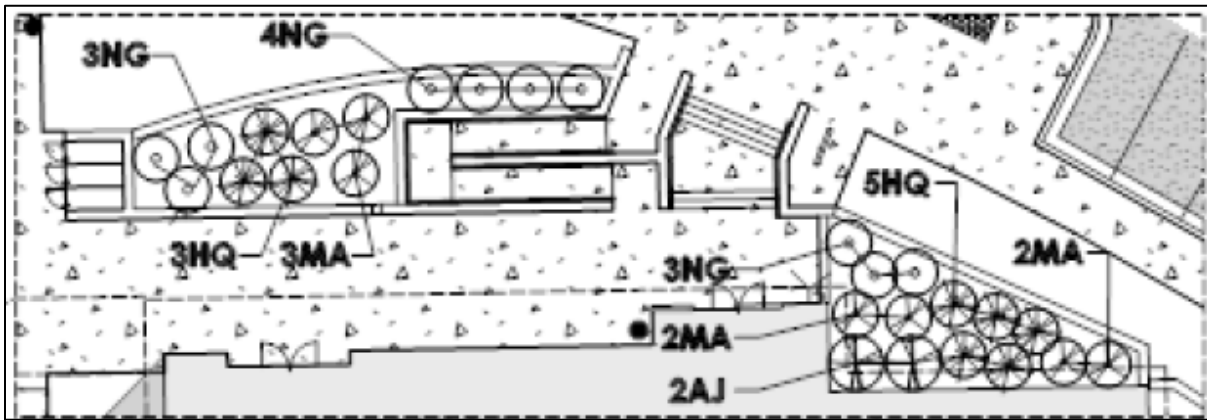
The Applicant has responded by providing the requested documentation of outreach efforts for all outreach conducted both prior to the public hearing on November 30, 2017 and after the public hearing (see Appendices F - K). Prior to the public hearing, the Applicant asserts that they began planning for the proposed administration building in 2010, and that they held various meetings with the Leisure World Board of Directors, the Mutuals, and various Advisory Committees between 2010 and 2017, prior to filing the Site Plan application for the proposed administration building in June 2017 (see Appendix F). The Applicant asserts that these pre-submittal meetings informed the design and scope of the new administration building. As requested by the Planning Board at the public hearing on November 30, 2017, the Applicant asserts they held additional outreach meetings with the community, including all the Leisure World Mutuals between January 2018 and March 2018 (Appendix F).

Revisions to the Entryway of the Proposed Clubhouse Building

The steps and entryway to the proposed administration building were revised based on testimony from the community and feedback from the Planning Board. The steps were removed to provide an at grade connection from the adjacent parking lot and sidewalks, and the entryway was redesigned to better demarcate and establish the entrance as a prominent feature of the design of the building to draw attention to it while approaching the building.

The Applicant has provided revised renderings related to the entryway, to replace Figures 6 and 7 in the staff report dated November 17, 2017, as follows:

Figure 6 – November 17, 2017 Staff Report



Revised Figure 6

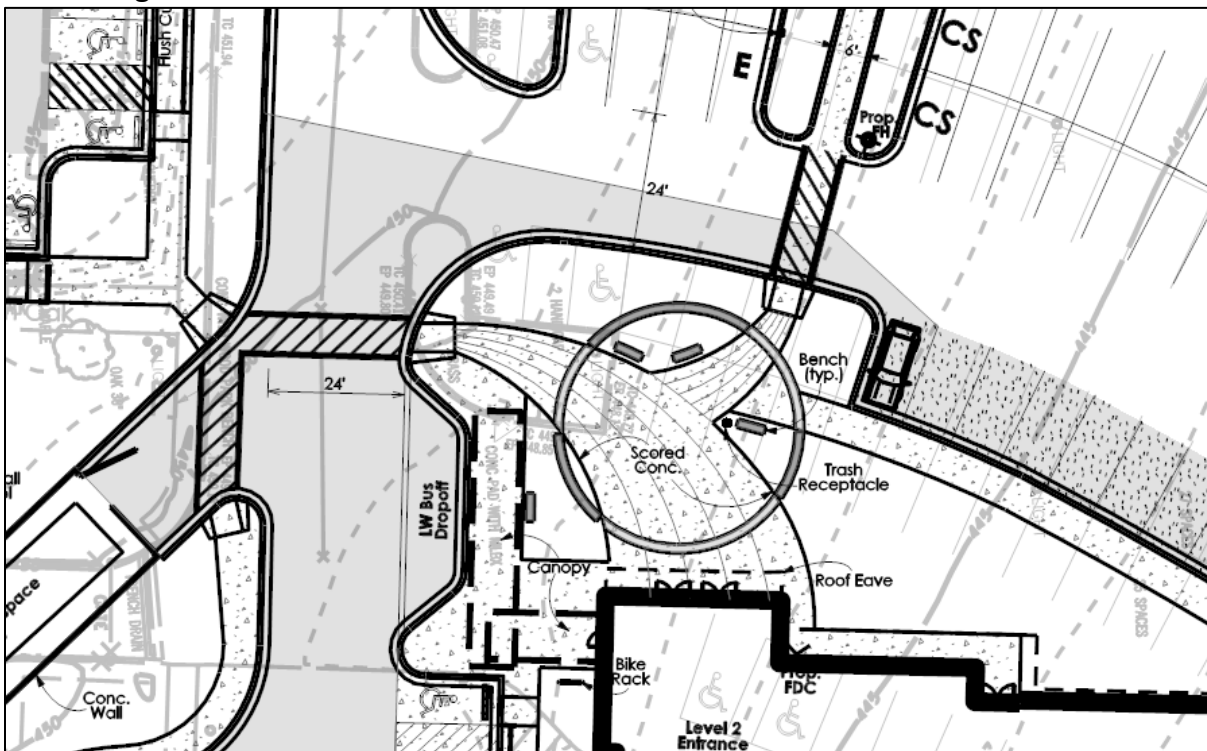


Figure 7 – November 17, 2017 Staff Report



Revised Figure 7



Revisions to the Pedestrian Connection Through the Parking Lot

The Applicant has revised the pedestrian connection through the parking lot and is providing additional parking islands with trees to break up the expanse of the parking lot, as requested. The pedestrian connection through the parking lot was shifted to the west to provide a more direct connection from North Leisure World Boulevard to the entrance of the building as opposed to the middle of the building, as previously designed. Without a clearly defined entrance, this design would have likely caused confusion for pedestrians trying to find the entrance. The revised location and design of the pedestrian connection and entryway provides a more logical landing point for pedestrians at the entrance to the proposed building. The revised pedestrian connection continues to provide adequate, safe and efficient movement of pedestrians through the reconfigured parking lot.

The Applicant has provided revised renderings related to the pedestrian connection through the parking lot and additional parking islands, to replace Figures 5 and 8 in the staff report dated November 17, 2017, as follows:

Figure 5 and 8 – November 17, 2017 Staff Report



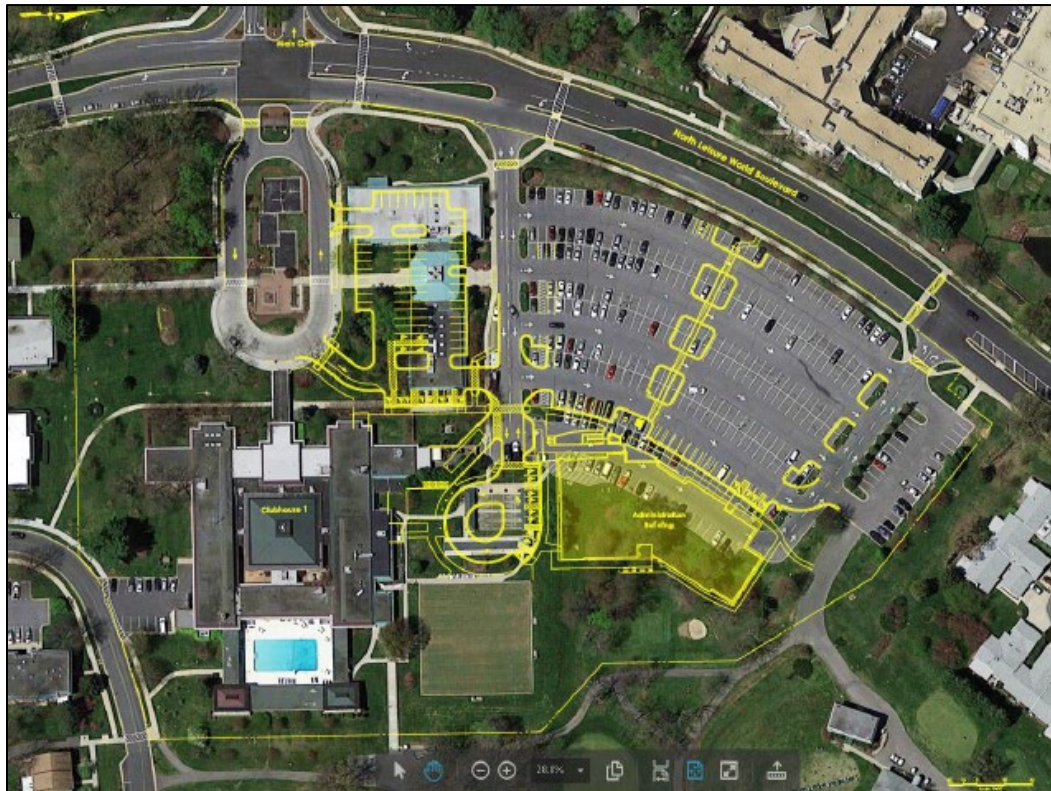
Revised Figure 5 and 8



Revisions to the Overall Layout

Based on the requested revisions by the Planning Board, the Overall Layout has been revised. Thus, the Applicant has provided a revised rendering, to replace Figure 4 in the staff report dated November 17, 2017, as follows:

Figure 4 – November 17, 2017 Staff Report



Revised Figure 4



Additional Revisions to the November 17, 2017 Staff Report

Based on the requested revisions by the Planning Board, the analysis and findings from the November 17, 2017 staff report will be revised and incorporated into the resolution to reflect the numbers and figures in this Addendum. However, the revisions do not substantively modify the previous analysis and findings contained in the November 17, 2017 staff report.

Community Correspondence

The Planning Board and Planning Staff have continued to receive correspondence on the matter (Appendices L - AA). While the community correspondence still reflects concerns regarding:

1. The need for replacing the current building with a new building.
2. The cost of the project.
3. The removal of trees.
4. The location of the new parking lot and associated tree removal.
5. The authority of the Leisure World Board of Directors to file the application when some residents are opposed to it.
6. The request for the Planning Board Hearing to be located at Leisure World.

The two primary concerns related to the project, after the November 30, 2017, public hearing are:

1. If the Applicant has legal standing to file the Site Plan Amendment on behalf of all Leisure World Mutuels, and pending litigation on this matter.
2. That the Applicant has not gained “consensus” from the community to support the project, as previously directed at the November 30, 2017, Planning Board hearing.

As previously stated at the November 30, 2017, Planning Board hearing, Staff, in consultation with the Office of General Council, believes the Applicant does have legal standing to file the application on behalf of the Leisure World Mutuels. The pending litigation does not change that opinion, and the Planning Board does not have the legal authority to make a judgement on this issue.

Regarding consensus from the community in support of the project, consensus is not legally required for the Planning Board to review and/or approve a regulatory application. The objective legal criteria that the Planning Board must consider when deciding to approve or deny this Site Plan are the findings found in Section 59.7.3.4.E. of the Montgomery County Zoning Ordinance. Staff finds the proposed Site Plan remains in conformance with the required findings.

At the public hearing on November 30, 2017, the Planning Board advised the Applicant to hold additional outreach with the Leisure World Mutuels based on testimony from Leisure World residents indicating that many were unaware of plans for the proposed administration building, until the Site Plan Amendment was filed for review. The Applicant asserts they have adequately noticed and conducted additional outreach as advised and has provided documentation of these additional meetings (Appendices F – K).

CONCLUSION

The proposed Site Plan continues to be in conformance with the Aspen Hill Master Plan guidelines for Leisure World and continues to comply with all applicable Zoning Ordinance standards and findings. Therefore, Staff recommends approval of Site Plan 820170120, with the conditions, analysis and findings of the staff report dated November 17, 2017, as revised by this Addendum.

ATTACHMENTS

5. November 30, 2017, Staff Report
6. Revised Site Plan
7. Revised Landscape Plan
8. Revised Parking Lot Plan
9. Revised Architectural Renderings

APPENDICES

Correspondence from the Applicant Regarding Additional Outreach Efforts:

Appendix F – Executive Summary of Outreach Efforts Related to the Proposed Administration Building

Appendix G – Binder 1: Reports and Supporting Project Documentation 2010 – 2018

Appendix H – Binder 2: Leisure World Community Corporation Advisory Committee Meeting Minutes 2012 – 2018

Appendix I – Binder 3: Leisure World Community Corporation Advisory Committee Meeting Minutes 2012 – 2018 (continued)

Appendix J – Binder 4: Leisure World Community Corporation Advisory Committee Members

Appendix K – Binder 5: Leisure World News Articles

Correspondence from Leisure World residents:

Appendix L – December 2017

Appendix M – January 2018

Appendix N – February 2018

Appendix O – March 2018

Appendix P – April 2018

Appendix Q – May 2018

Appendix R – June 2018

Appendix S – July 2018

Appendix T – August 2018

Appendix U – September 2018

Appendix V – October 2018

Appendix W – November 2018

Appendix X – December 2018

Appendix Y – January 2019

Appendix Z – February 2019

Appendix AA – March 2019