



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

MCPB No. 17-102  
 Site Plan No. 820170120  
 Leisure World Administration Building and Clubhouse I  
 Date of Hearing: March 28, 2019

**JUL 18 2019**

**RESOLUTION**

WHEREAS, under Section 59-7.1.2 of the Montgomery County Zoning Ordinance, the Montgomery County Planning Board is authorized to review site plan applications; and

WHEREAS, on June 26, 2017, Leisure World Community Corp. (“Applicant”) filed an application for approval of a site plan 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, on approximately 11.6 acres of land in the Planned Retirement Community (PRC) Zone, located in the northeast corner of Rossmoor Boulevard and N. Leisure World Boulevard (“Subject Property”), in the Aspen Hill Policy Area and the 1994 *Aspen Hill Master Plan* (“Master Plan”) area; and

WHEREAS, the site plan application for the Subject Property was designated Site Plan No. 820170120, Leisure World Administration Building and Clubhouse I (“Site Plan” or “Application”); and

WHEREAS, following review and analysis of the Application by Planning Board staff (“Staff”) and other governmental agencies, Staff issued a memorandum to the Planning Board, dated November 17, 2017, setting forth its analysis and recommendation for approval of the Application, subject to certain conditions (“Staff Report”); and

WHEREAS, on November 30, 2017, the Planning Board held a public hearing at which it heard testimony and received evidence on the Application; and

WHEREAS, on November 30, 2017, the Planning Board deferred action on the Site Plan 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

Approved as to  
 Legal Sufficiency:

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.

WHEREAS, following additional review and analysis of the supplemental documentation and revisions requested by the Planning Board at the November 30, 2017 public hearing, Staff issued an addendum, dated March 18, 2019, to the original memorandum to the Planning Board, dated November 17, 2017, setting forth its analysis and recommendation for approval of the Application, subject to certain conditions (“Staff Report”); and

WHEREAS, on March 28, 2019, the Planning Board held a public hearing at which it heard testimony and received evidence on the Application; and

WHEREAS, on March 28, 2019, the Planning Board voted to approve the Application subject to conditions, on the motion of Commissioner Patterson, seconded by Commissioner Cichy, with a vote of 3-0; Commissioners Anderson, Cichy, and Patterson voting in favor, Commissioners Dreyfuss and Fani-Gonzalez, absent.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board approves 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 on the Subject Property, subject to the following conditions:<sup>1</sup>

1. Zoning Map Amendment Conformance  
The development must comply with all applicable binding elements of Local Map Amendment C- 1318.
2. Transportation  
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

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<sup>1</sup> For the purpose of these conditions, the term “Applicant” shall also mean the developer, the owner or any successor(s) in interest to the terms of this approval.

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 streetlights. 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) On the Landscape Plan, use non-invasive plants and list their common and Latin names in the Plant schedule.
- e) 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 brief employees, on a pre-arranged basis, to provide information on alternative, non-auto modes of commuting to and from the project.

- f) The pedestrian crossing near the loading dock must be highly visible and enhanced with signage and/or flashing lights.

BE IT FURTHER RESOLVED that all site development elements shown on the latest electronic version of Leisure World Administration Building and Clubhouse I, submitted via ePlans to the M-NCPPC as of the date of the Addendum to the Staff Report, March 28, 2019, are required, except as modified by the above conditions of approval; and

BE IT FURTHER RESOLVED that having considered the recommendations and findings of its Staff as presented at the hearing and as set forth in the Staff Report, which the Board hereby adopts and incorporates by reference (except as modified herein), and upon consideration of the entire record, the Planning Board FINDS, with the conditions of approval, that:

Section 59.8.3.5.D.1 *Retained Zones from the Previous Ordinance*, requires site plan approval under Section 7.3.4. Section 7.3.4.E, *Necessary Findings*, states that to approve a site plan, the Planning Board must find that the proposed development:

- a. *Satisfies any previous approval that applies to the site;*

The Leisure World Administration Building, Clubhouse and accessory structures, will continue to satisfy all previous approvals that apply to the Property. The proposed project does not negatively impact any previous approvals.

- b. *Satisfies under Section 7.7.1.B.5 the binding elements of any development plan or schematic development plan in effect on October 29, 2014;*

Not applicable; the Subject Site does not have a development plan or schematic development plan.

- c. *Satisfies under Section 7.7.1.B.5 any green area requirement in effect on October 29, 2014, for a property where the zoning classification on October 29, 2014 was the result of a Local Map Amendment;*

The proposal does not increase the green area, or any other open space requirements for Leisure World. The current open space system in Leisure World provided as part of the previous approvals remains in compliance with the applicable green area and open space requirements.

- d. *Satisfies applicable use standards, development standards, and general requirements under this chapter;*

The proposed Administration Building and the addition to the Clubhouse are accessory uses allowed in the PRC Zone.

**Development Standards**

The proposed project meets the development standards of the PRC Zone per Section 59.8.3.5.C. as shown in the following Data Table. In addition, all parking lot landscaping and outdoor lighting meet the requirements of the Zone.

**Development Standards Data Table - PRC Zone**

<b>Development Standard</b>	<b>Required</b>	<b>Approved</b>
<b>Minimum Tract Area: Sec. 59.8.3.5.C.1.</b>	At least 25 acres	11.60 acres <sup>2</sup>
<b>Setbacks (feet) Sec.</b>		
<b>Minimum Building and Lot Line Setback Sec.59.8.3.5.C.3.b<sup>3</sup>:</b>	N/A	N/A
<b>Minimum Green Area Sec.59.8.3.5.C.4.b</b>	50% of GTA <sup>4</sup>	67% +/-
<b>Maximum Building Height (feet) Sec. 59.8.3.5.C.5</b>	100'	36'
<b>Minimum Off-Street Parking Sec. 59.8.3.5.C.6.a<sup>5</sup></b>	187	380
<b>Minimum Landscaped Area Sec. 6.2.9.C (1) (a)</b>	5% of total parking lot area	6%
<b>Minimum Tree Canopy Sec. 6.2.9.C (2)</b>	Minimum 25% coverage at 20-years growth	28%

- e. *Satisfies the applicable requirements of:*
  - i. *Chapter 19, Erosion, Sediment Control, and Stormwater Management; and*
  - ii. *Chapter 22A, Forest Conservation.*

<sup>2</sup> The Property subject to this application comprises the land area for the new Administration Building, the Clubhouse and the associated parking lot. The overall Leisure World community has 616 acres, thereby meeting this requirement.

<sup>3</sup> Setbacks are not applicable for sites internal to a planned community. Setbacks in this section refer to a PRC-zoned community and adjacent properties in relation to it. Section 59.8.3.5.C.3.b states: In a development of less than 750 acres, all buildings and structures must be set back: i. the minimum setback of the adjacent zone; and ii., an additional setback of at least 2 feet for each foot of building height above 35 feet must be provided from an adjacent detached house residential development. The overall Leisure World property will continue to meet its setback requirements.

<sup>4</sup> In a development of less than 750 acres, a minimum of 50% of the gross tract area must be devoted to green area. The overall Leisure World property will continue to meet this requirement.

<sup>5</sup> Off-street parking must be provided under Division 6.2.

Forest Conservation

The Applicant received an exemption from preparing a Forest Conservation Plan on September 24, 2015 (Exemption No. 42016039E) under Section 22A-5(l) of the Montgomery County Forest Conservation Law. Based on this confirmed exemption, the application complies with Chapter 22A, Forest Conservation.

Environmental Guidelines

The plan proposes no construction in streams or their buffers, wetlands or their buffers, on hydraulically-adjacent steep slopes, within 100-year floodplains, or within known habitats of Rare, Threatened, or Endangered (RTE) species. Therefore, the Site Plan conforms to the Montgomery County Planning Department's *Environmental Guidelines*.

Stormwater Management

The Applicant has obtained approval of its Stormwater Management Concept Plan from the Montgomery County Department of Permitting Services (DPS) Water Resources Section in a letter dated October 3, 2017.

- f. *Provides safe, well integrated parking, circulation patterns, building massing and, where required, open space and amenities;*

The new parking area and the proposed improvements to the existing parking lot provide increased connectivity and ADA-compliant features that are adequate, safe and efficient. The proposed new Administration Building's massing will be consistent with the general character of the existing Clubhouse and other non-residential buildings in Leisure World. The Project will provide a safe pedestrian and vehicular environment for Leisure World residents, their guests and employees. The application does not include any additional open space or amenities at the Site. However, it will improve bicyclist, pedestrian and motorist access, circulation and connectivity with additional ADA-compliant sidewalks, a ramp and staircase, and new parking and handicap/van accessible spaces closer to the Clubhouse for increased ease of access.

- g. *Substantially conforms with the recommendation of the applicable master plan and any guidelines approved by the Planning Board that implement the applicable plan;*

The Property is part of the 616-acre Leisure World site, which is identified as Parcel 19, in the 1994 *Aspen Hill Master Plan* (Figure 15 on page 50). Page 72 of the Master Plan describes Leisure World as having a maximum density of 10 units per acre. It's presently approved for development of 5,725 dwelling units, a density of approximately nine dwelling units per acre. The Master Plan focuses primarily on residential development and highlights the importance of

identifying the needs of the elderly and providing them with convenient access to community facilities.

The application is in conformance with the Master Plan's goals to provide improved facilities for the residents and employees of Leisure World. The associated improvements will enhance the connectivity for Leisure World residents traveling to and from the Clubhouse and the new Administration Building.

- h. *Will be served by adequate public facilities including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public facilities. If an approved adequate public facilities test is currently valid and the impact of the development is equal to or less than what was approved, a new adequate public facilities test is not required. If an adequate public facilities test is required, the Planning Board must find that the proposed development will be served by adequate services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, and storm drainage;*

### **Public Facilities**

#### Roads

The adjoining roads are adequate to serve the proposed new Administration Building and the addition to the existing Clubhouse.

#### Public Transit Service

The four existing public bus routes and the Leisure World shuttle serving the Property will not be impacted by the Proposal.

#### Pedestrian and Bicycle Facilities

The project will create an enhanced pedestrian connection from North Leisure World Boulevard, through the existing parking lot, to the proposed Administration Building. The new parking lot will be ADA-compliant and provide a better pedestrian connection to the Clubhouse building and the existing parking lot to the north. The new drop-off and pick-up loop will provide new handicap parking spaces near the entrance to one of the Clubhouse restaurants and the new Administration Building.

Three short-term inverted-U bicycle racks are proposed with one each located near the existing Clubhouse and the new Administration Building's entrances. The third bike rack is proposed at the employee entrance to the new Administration Building. Three long-term bike lockers are proposed near the southwest corner of the new Administration Building. The proposed pedestrian and bicycle facilities are adequate, safe and efficient.



Local Area Transportation Review (LATR)

The new Administration Building and Clubhouse addition is not expected to increase the number of employees or users of the existing facilities. Thus, a traffic study is not required to analyze traffic impacts of the proposal.

Transportation Policy Area Review

Under County Code Section 52-49(h), the Applicant is exempt from paying the General District Transportation Impact Tax to satisfy the Policy Area Review test under the 2016-2020 *Subdivision Staging Policy*, as the proposed development is considered accessory structures to the largely residential community.

Other Public Facilities

The proposed development will be served by public water and sewer systems. Montgomery County Fire and Rescue has reviewed the application and has determined that the Property has appropriate access for fire and rescue vehicles. Other public facilities and services including police stations, firehouses and health care are currently operating in accordance with the Subdivision Staging Policy and will continue to be sufficient following construction of the project. Electric, gas and telecommunications services will also be available and adequate.

- i. *On a property in a Rural Residential or Residential zone, is compatible with the character of the residential neighborhood; and*

The new Administration Building's architectural features including overall massing, building height, roof design, fenestration and other details will be complimentary to the existing Clubhouse and the general residential character of Leisure World. The addition to the Clubhouse is small and will be similar in style and character to the existing Clubhouse.

- j. *On a property in all other zones, is compatible with the existing and approved or pending adjacent development.*

Not applicable.

BE IT FURTHER RESOLVED that this Resolution incorporates by reference all evidence of record, including maps, drawings, memoranda, correspondence, and other information; and

BE IT FURTHER RESOLVED that this Site Plan shall remain valid as provided in Montgomery County Code § 59-7.3.4.H; and

BE IT FURTHER RESOLVED that this Resolution constitutes the written opinion of the Board in this matter, and the date of this Resolution is July 18 2019 (which is the date that this resolution is mailed to all parties of record); and

BE IT FURTHER RESOLVED that any party authorized by law to take an administrative appeal must initiate such an appeal within thirty days of the date of this Resolution, consistent with the procedural rules for the judicial review of administrative agency decisions in Circuit Court (Rule 7-203, Maryland Rules).

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CERTIFICATION

This is to certify that the foregoing is a true and correct copy of a resolution adopted by the Montgomery County Planning Board of the Maryland-National Capital Park and Planning Commission on motion of Commissioner Fani-González, seconded by Commissioner Cichy, with Chair Anderson and Commissioners Fani-González, Cichy, and Patterson voting in favor, and Vice Chair Dreyfuss absent at its regular meeting held on Thursday, July 11, 2019, in Silver Spring, Maryland.

  
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Casey Anderson, Chair  
Montgomery County Planning Board