



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

**APPROVED  
MINUTES**

The Montgomery County Planning Board met in regular session via Microsoft Teams video conference on Thursday, April 15, 2021, at 9:03 a.m., and adjourned at 3:11 p.m.

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

Items 1 and 6 are reported on the attached agenda.

The Board recessed at 9:40 a.m. and convened in Closed Session at 9:42 a.m. to take up Item 11, 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 9:42 a.m. via video conference on motion of Commissioner Verma, seconded by Vice Chair Fani-González, with Chair Anderson, Vice Chair Fani-González, and Commissioners Cichy, Patterson, and Verma voting in favor of the motion. The meeting was closed under authority of Annotated Code of Maryland §3-305(b)(7)(8), to consult with counsel to obtain legal advice and consult with staff, consultants, or other individuals about pending or potential litigation.

Also present at the Closed Session meeting were Director Gwen Wright and Deputy Director Robert Kronenberg of the Planning Department; Principal Counsel Emily Vaias, Senior Counsel Matthew Mills, Associate General Counsel Delisa Coleman, and Sr. Technical Writer/Editor James Parsons of the Legal Department.

In Closed Session, the Board received briefing and legal advice regarding pending litigation.

The Closed Session meeting was adjourned at 9:51 a.m.

The Planning Board reconvened via video conference at 9:54 a.m.

Item 2 is reported on the attached agenda.

MCPB, 4-15-21, APPROVED

The Planning Board recessed for a quick lunch at 12:18 p.m. and reconvened via video conference at 12:27 p.m.

Items 3 through 5 and Items 7 through 10 are reported on the attached agenda.

There being no further business, the meeting was adjourned at 3:11 p.m. Following the meeting, Board members attended a one-hour Ethics training. The next regular meeting of the Planning Board will be held on Thursday, April 22, 2021, via video conference.

*M. Clara Moise*

M. Clara Moise  
Sr. Technical Writer/Editor

*James J. Parsons*

James J. Parsons  
Sr. Technical Writer/Editor

**Montgomery County Planning Board Meeting**  
**Thursday, April 15, 2021**  
2425 Reddie Drive  
Wheaton, MD 20902  
301-495-4605

**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. 220210060, Laurel Hill** -- R-200 zone; 3 lots; located on the west side of Seven Locks Road, 450 feet north of Carteret Road; Potomac Subregion Master Plan.

*Staff Recommendation: Approval*

**BOARD ACTION**

**Motion:** CICHY/VERMA

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

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

**\*C. Other Consent Items**

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

**Action:        There were no Other Consent Items submitted for approval.**

**\*D. Approval of Minutes**

Planning Board Meeting Minutes of March 25, 2021

**BOARD ACTION**

**Motion:** CICHY/VERMA

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** Approved Planning Board Meeting Minutes of March 25, 2021, as submitted.

**6. Roundtable Discussion**

- Planning Parks Department Director's Report

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

**Planning Department Director's Report** – Planning Department Director Gwen Wright briefed the Board on the following ongoing and upcoming Planning Department events and activities: the recent transmittal of the Planning Board Draft of the Thrive Montgomery 2050 Update to the General Plan to the County Executive and County Council, with the County Council Public Hearing and worksessions forthcoming, and work with stakeholders to continue, including a meeting with the National Association for Industrial and Office Parks (NAIOP) scheduled for May; the recent County Council approval of the Shady Grove Minor Master Plan Amendment; the status of the Ashton Village Center Sector Plan, with a Montgomery County Planning, Housing, and Economic Development (PHED) Committee meeting scheduled for next week; ongoing budget discussions with the County Council, including discussions with Council members on an individual basis; the status of ongoing work on the Silver Spring Downtown and Adjacent Communities Plan, the Great Seneca Science Corridor Master Plan, Fairland and Briggs Chaney Master Plan, Corridor Forward – The I-270 Transit Plan, the Pedestrian Master Plan, the Attainable Housing Strategies initiative, the Retail in Diverse Communities (RDC) Study; and the recent presentation of the Spring 2021 Semi-Annual Report to the County Council, which was attended by Chair Anderson and Vice Chair Fani-González.

There followed a brief Board discussion with questions to Ms. Wright.

Planning Department staff then offered a multi-media presentation and discussed the implementation of the Advancing the Pike District initiative, specifically placemaking and trails recommendations. According to staff, the Pike District Connector will be a temporary one-mile path linking the Bethesda Trolley Trail and the Montrose Parkway Trail. The trail is proposed as a partnership between the Planning Department and the Parks Department, the Montgomery County Department of Transportation (MCDOT), and the Office of the County Executive, and will promote such local destinations as Wall Local Park, and the Josiah Henson Museum and Park. The Better Block Foundation will also activate a series of hubs along the trail, integrating artistic elements, seating, and planters. Staff noted that a community meeting with Better Block staff is scheduled for April 28.

There followed extensive Board discussion with questions to staff.

**11. CLOSED SESSION**

According to MD ANN Code, General Provisions Article, §3-305(b)(7)(8), consult with counsel to obtain legal advice and consult with staff, consultants, or other individuals about pending or potential litigation.

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

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



**\*2. United Therapeutics Project 242T**

**A. Sketch Plan No. 320210040**---EOF 3.0 H100’, 0.82 acres. Request for up to 65,000 square feet of medical/scientific manufacturing and production uses; located at on Cameron Street, approximately 165 feet north of Spring Street; 2000 North and West Silver Spring Master Plan.  
*Staff Recommendation: Approval with Conditions*

**B. Site Plan No. 820210060**---EOF 3.0 H100’ and R-60 zones, 1.60 acres. Request for up to 65,000 square feet of medical/scientific manufacturing and production uses; located at on Cameron Street, approximately 165 feet north of Spring Street; 2000 North and West Silver Spring Master Plan.  
*Staff Recommendation: Approval with Conditions*

**BOARD ACTION**

**Motion: A. & B. FANI-GONZÁLEZ/VERMA**

**Vote:**

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

**Nay:**

**Other:**

**Action: A. Approved staff recommendation for approval of the Sketch Plan cited above, subject to conditions, which will be reflected in an associated draft Resolution to be adopted by the Planning Board at a later date.**

**B. Approved staff recommendation for approval of the Site Plan cited above, subject to conditions, which will be reflected in an associated draft Resolution to be adopted by the Planning Board at a later date.**

Planning Department staff offered a multi-media presentation and discussed proposed Sketch and Site Plan requests from United Therapeutics, the applicant, to construct a building for medical/scientific manufacturing and production uses. The 1.6-acre property, consisting of two lots and a parcel, is located on the north side of Cameron Street and is split-zoned Residential on the northern portion and Employment Office (EOF) on the southern portion within the North and West Silver Spring Master Plan area. While the applicant is seeking Site Plan approval for the entire site, the Sketch Plan application only covers the 0.82-acre portion zoned EOF. The property is currently developed with two office buildings on the EOF portion and an associated surface parking lot for the buildings on the northern portion zoned Residential. An existing pedestrian path on the eastern portion of the property connects Cameron Street to South Noyes Drive.

Staff noted that through the optional method of development, the applicant proposes to demolish the two existing office buildings and construct a new six-story building up to 100 feet in height for medical/scientific production uses with associated surface parking in the rear.

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**\*2. United Therapeutics Project 242T**CONTINUED

Pedestrian access to the site will be from the established sidewalk network. Vehicular access to the existing surface parking lot will be via the existing full-movement driveway on Cameron Street, with access for off-street loading and a cellar access ramp to be located just to the south. The surface parking lot will be modified to provide a total of 47 parking spaces. Staff also discussed minor corrections to the staff report.

Staff then briefly discussed the associated Forest Conservation Plan, noting that no forest clearing is proposed, resulting in a 0.25-acre afforestation requirement, which staff recommends be met via a fee-in-lieu payments or via credits purchased from an off-site planted Forest Conservation Bank.

Staff has received correspondence from neighboring property owners expressing concerns regarding compatibility with the neighboring residential developments, the proposed height of the project, transparency, the use of the building, noise mitigation, and the results of the sun/shade study. Staff has addressed these concerns, as detailed in the April 5 technical staff report.

The following speakers offered testimony: Mr. Robert Oshel representing the Woodside Park Civic Association; Mr. Carl Mukri representing the Woodside Park Community Association, who also offered a multi-media presentation; Mr. David Remes, attorney representing the Woodside Park Community Association and Woodside Park Civic Association; Mr. Jon Lourie of Fairview Road, who also offered a multi-media presentation; Ms. Abigail Glenn-Chase of Noyes Drive; Mr. William Moore, adjacent property owner; Mr. Chris Shlemon, adjacent property owner; Ms. Alikea Nagpaul, adjacent property owner, who also offered a multi-media presentation; and Ms. Christine Morgan of Woodside Parkway.

Mr. William Kominers, attorney representing the applicant, offered a multi-media presentation, offered comments, and concurred with the staff recommendation.

Messrs. Thomas Kaufman, Robert Graham, Jared Loos, Ryan White, and Ms. Jennifer Wampler, members of the applicant's team, also offered comments and answered questions from the Planning Board.

There followed extensive Board discussion with questions to Mr. Kominers and Legal Counsel to the Planning Board. Following the vote to approve the Sketch and Site Plans and on motion of Vice Chair Fani-González, seconded by Commissioner Verma, with Chair Anderson, Vice Chair Fani-González, and Commissioners Cichy, Patterson, and Verma voting in favor of the motion, the Planning Board affirmed the approval of the accompanying Final Forest Conservation Plan as part of the Site Plan application.

**\*3. Ottinger Property, Preliminary Plan Amendment No. 11987244A---R-90** Zone, 0.46 acres, Request to remove a conservation easement and replace it with a smaller, more stringent Category I Easement. Located on Spring Road, 180 Feet West of 80th Street; 1990 Bethesda Chevy Chase Master Plan.

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

**BOARD ACTION**

**Motion:** CICHY/FANI-GONZÁLEZ

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** Approved staff recommendation for approval of the Preliminary Plan Amendment cited above, subject to revised conditions discussed during the meeting, and adopted the attached Resolution.

Planning Department staff offered a multi-media presentation and discussed a proposed Preliminary Plan Amendment request to remove an existing recorded conservation easement. The 0.46-acre property is located on Spring Road, approximately 180 feet west of its intersection with 80<sup>th</sup> Street and is zoned Residential in the Bethesda-Chevy Chase Master Plan area. The site is currently developed with a single-family detached residence with a deck attached to the rear. The property also contains environmentally sensitive areas including forest, mature trees, steep slopes, and highly erodible soils. The site also includes a 0.22-acre conservation easement that extends 80 feet from the western boundary, nearly parallel with the west side of the existing residence. Parts of the existing conservation easement also overlap with other recorded easements, including a Washington Suburban Sanitary Commission (WSSC) sewer line easement that runs along a slope and a Public Utility Easement that runs parallel to the roadway edge. The existing home and deck are generally situated on a level area and do not overlap with the steep slopes or highly erodible soils.

Staff noted that the applicant proposes to remove the existing 0.22-acre conservation easement and replace it with a more stringent 0.11-acre Category I Easement for the construction of a new porch and deck that will generally occupy the area of the existing deck. As conditioned in the proposed Amendment, the applicant will remove any invasive species that exist throughout the property, particularly within the forest setting, with any resulting gaps in the forest receiving supplemental native plantings; afforest current lawn areas within the new easement with sizeable native species plantings; remove an existing 6-foot tall chain-link fence; install a new split-rail fence with signage along the easement boundary; and plat a modified 65-foot Building Restriction Line to further protect the new easement area from potential future encroachment. Staff then briefly discussed minor corrections to the Conditions of Approval.

There followed a brief Board discussion with questions to staff.

**4. Housing Opportunities Commission Headquarters Office Building (HOC HQ) Mandatory Referral No. 2021013 – Site Design and Architecture**---Request by the Housing Opportunities Commission of Montgomery County Maryland (HOC) to construct a new headquarters office building, comprised of up to 82,220 square feet in a building measuring up to 132 feet in height, on 0.47 acres of CR 5.0 C 4.0 R4.75 H145T zoned land located on the southeast corner of Second Avenue and Fenwick Lane; within the 2000 Silver Spring Central Business District Sector Plan.

*Staff Recommendation: Approval of Mandatory Referral and Transmittal of Comments to the Housing Opportunities Commission of Montgomery County, Maryland*

**BOARD ACTION**

**Motion:** CICHY/VERMA

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** Approved staff recommendation for approval to transmit comments to the Housing Opportunities Commission of Montgomery County, Maryland, as stated in the attached transmittal letter.

Planning Department staff offered a multi-media presentation and discussed a proposed Mandatory Referral request by the Housing Opportunities Commission of Montgomery County (HOC) to construct a new headquarters building. The 0.47-acre property, consisting of parts of Lots 32, 33, 34, and 35, is located on the southeast quadrant of the intersection of Second Avenue and Fenwick Lane and is zoned Commercial/Residential (CR) in the Silver Spring Central Business District (CBD) Sector Plan area. The property is currently developed as a surface parking lot.

Staff noted that following the removal of the existing surface parking lot, HOC proposes to construct a new commercial building with a maximum density of up to 82,220 square feet of development and a height of up to 132 feet. While no on-site vehicular parking is proposed, a one-way loading driveway is proposed inbound from Fenwick Lane and outbound onto Second Avenue, which will be shared with the adjacent Octave Condominium building.

Staff has received one letter of opposition from the community expressing concerns regarding the compatibility of the future HOC Headquarters office building and scale of development. Staff has addressed these concerns, as detailed in the April 2 technical staff report.

There followed a brief Board discussion with questions to staff.

**5. Spring Gardens WWPS Site/Location Selection, Mandatory Referral No.**

**MR2021016**---Request by WSSC for Site Selection input for a replacement wastewater pumping station for the existing facility, currently located at 25101 Kings Valley Road about 400 feet south of the intersection of Kings Valley Road and Kingstead Road in Damascus; on approximately 0.14 acres; RE-2C Zone; 1985 Damascus Master Plan.

*Staff Recommendation: Approval of Site Selection and Transmittal of Comments to Washington Suburban Sanitary Commission*

**BOARD ACTION**

**Motion:** VERMA/CICHY

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** **Approved staff recommendation for approval and to transmit comments to the Washington Suburban Sanitary Commission, as stated in the attached transmittal letter.**

Planning Department staff offered a multi-media presentation and discussed a proposed Mandatory Referral request by Washington Suburban Sanitary Commission (WSSC) to provide guidance regarding the selection of a replacement site for the existing Spring Gardens Wastewater Pumping Station (WWPS). The existing WWPS, which was built in 1976, is currently located on a 0.14-acre site on Kings Valley Road, approximately 400 feet south of its intersection with Kingstead Road, and zoned Residential Estate (RE-2) within the Damascus Master Plan area. According to staff, the Planning Board is required by law to review and approve the proposed location, character, grade, and extent of any road, park, public way or ground, public or federal building or structure, or public utility, whether publicly or privately owned, prior to the project being authorized and constructed.

Staff offered background information, noting that due to the age of the WWPS, its capacity issues, proximity to streams and wetlands, history of flooding, and environmental challenges, the current facility must be permanently replaced. The Black & Veatch Engineering company conducted Business Case Evaluations (BCEs) of the Spring Gardens WWPS in 2015 and 2018. Based on the BCEs, WSSC selected four potential sites and in 2020 retained Mott MacDonald Consulting to perform an evaluation on each alternative in partnership with the Maryland-National Capital Park and Planning Commission (M-NCPPC), and Montgomery County Department of Environmental Protection (DEP). The results of the evaluations were presented to the community for comments in November 2020.

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**5. Spring Gardens WWPS Site/Location Selection, Mandatory Referral No. MR2021016**CONTINUED

Staff then discussed the potential sites for the WWPS, which include proposed Site 1, located within the rear portion of a privately owned property on the west side of Kings Valley Road; Site 2, located just west of proposed Site 1 within M-NCPPC parkland; Site 3, located on privately owned property on the north side of Kingstead Road; and Site 4, located on WSSC owned property on the west side of Kings Valley Road, just south of the existing WWPS. Staff noted that using quantitative and qualitative criteria, each site was given a score by staff from Mott MacDonald, WSSC, M-NCPPC, and Montgomery County, with proposed Site 3 receiving the highest and most favorable score. Along with attendees of the November 2020 community meeting, M-NCPPC and WSSC staff concur with proposed Site 3 as the preferred location of the replacement WWPS.

There followed a brief Board discussion with questions to staff.

7. **Upper Hawlings River Stream Valley Park**---Authorization to acquire 69.79 acres, more or less unimproved, from Fairhill Estates Partnership, located at Riggs Road Gaithersburg, MD 20882

*Staff Recommendation: Approval*

**BOARD ACTION**

**Motion:** FANI-GONZÁLEZ/VERMA

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** **Approved staff recommendation to authorize the acquisition of 69.79 acres from Fairhill Estates Partnership, as stated above.**

Parks Department staff offered a brief multi-media presentation and discussed the proposed acquisition of 69.79 acres from Fairhill Estates Partnership, located on Riggs Road in Gaithersburg, Maryland. Staff noted that acquisition of the Fairhill Estates property is the best opportunity to achieve the Parks Department’s priority trail connection between the Rock Creek Stream Valley Park trail and the Patuxent River State Park trails via the Oaks Landfill Blue Mash trails and the Rachel Carson Conservation Park. Following the proposed acquisition, staff will pursue the acquisition of the few additional properties necessary to complete the envisioned trail connection.

Staff added that acquisition of the property will create the Upper Hawlings River Stream Valley Park for a negotiated purchase price of \$677,750 to be funded with grant money from the Maryland Program Open Space.

There followed a brief Board discussion with questions to staff.

**8. FY 21-26 Capital Improvements Program and FY22 Capital Budget for the Department of Parks, FY22 Bond Bills and Program Open Space**

*Staff Recommendation: Approval of Additional Appropriation to Spend State Funds*

**BOARD ACTION**

**Motion:** VERMA/FANI-GONZÁLEZ

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** Approved staff recommendation for approval of Additional Appropriation to spend State Funds, as discussed during the meeting.

Parks Department staff offered a multi-media presentation and discussed the FY21-26 Capital Improvements Program and the FY22 Capital Budget for the Parks Department and the FY22 Bond Bills and Program Open Space. In keeping with the April 8 memorandum to the Planning Board, staff discussed the proposed amendments and ask for the Planning Board approval of these amendments to the proposed FY21-26 Capital Improvements Program (CIP) and transmittal to the County Executive and the County Council. Staff then discussed the following amendments: i) Grants/Bond Bills FY22 – Add appropriation for \$1,425,000 of State aid funding to the following capital projects, \$225,000, Ballfield Initiatives; \$250,000, PLAR NL: Minor Renovations; \$550,000, Legacy Urban Space; \$250,000, Trails Hard Surface: Renovation; and \$150,000, PLAR LP Play Equipment; ii) Appropriation Transfer – Move \$400,000 of FY21 State Aid funding appropriation for the Willett Branch Greenway from the Acquisition: Local Parks (P767828) capital project to Legacy Urban Space; and iii) Program Open Space FY21 – Add appropriation for \$925,000 of Program Open Space to the Legacy Urban Space capital project; and iv) Power Line Trail – Add \$10,000,000 of State Aid funding to Trails: Hard Surface Design & Construction.

Staff added that the General Assembly adjourns Sine Die on April 12, 2021. Included in their work are grants of State Aid totaling \$1,425,000, an allocation of \$8.8 million in Program Open Space (POS) funding and an additional \$10,000,000 in funding for trails. In order to receive and spend State revenues and contributions, the CIP will need to be amended to include appropriations for the additional funding.

There followed a brief Board discussion with questions to staff.



**9. Strategy Session #1, FY 23-28 Capital Improvements Program, Department of Parks**

*Staff Recommendation: Briefing and Feedback Regarding the Capital Improvements Program Process*

**BOARD ACTION****Motion:****Vote:****Yea:****Nay:****Other:****Action: Received Briefing followed by discussion and provided feedback to staff.**

Parks Department staff offered a multi-media presentation and discussed in detail the FY23-28 Capital Improvements Program (CIP). Staff noted that this is the first session on the CIP, and in this strategy session Parks Department staff is requesting feedback about the prioritizing criteria for the CIP as it continues to review capital work programs and capital projects for the next six years. As part of this kick-off for the new CIP, staff will present some general information about the current CIP, review milestones, explore factors and conditions that will shape the new CIP, and lastly visit the prioritizing criteria and strategy for the current CIP and any potential changes for the new CIP. State law requires that the Montgomery County Council approve the CIP for the Montgomery County side of the Maryland-National Capital Park and Planning Commission.<sup>1</sup> It also requires that the Commission submit a new CIP to the County Government every odd-numbered year by November 1, which is about six months before the County Council adopts the County-wide CIP in May. In the year prior to the submission, the Department works with staff, the Planning Board, and the public to gather project needs, prioritize them, and program them into a working CIP. Once adopted, the CIP serves as the plan or roadmap for how the Commission will fund park development and park acquisitions in the next six years.

Staff added that while staff typically expect conditions to change between CIP cycles, the conditions today are very different than they were two years ago. The most profound change, of course, has been related to the COVID-19 pandemic, which has affected every aspect of the parks department's work and reinforced the importance of park services and infrastructure. Fortunately, the department's pre-pandemic efforts to shift toward a digital, paperless workplace and adopt online meeting technology and tools have been helpful in adapting to the rapid changes that were implemented at the outset of the pandemic. In addition, Commission planning efforts in both the Parks Department and the Planning Department have been shaping how we address the emerging needs of county residents and how we target and prioritize funding for the right parks in the right places.

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**9. Strategy Session #1, FY 23-28 Capital Improvements Program, Department of Parks**CONTINUED

As the county began to shut down in March 2020 and people began adopting social distancing safety measures, Parks did not skip a beat. Some facilities needed to be closed. Other activities ceased. To meet the need for safe outdoor recreation and social connection, we began activating the parks in new ways. As many staff began teleworking, we used our digital tools and technology to enable online meetings and virtual teamwork. Staff who continued working onsite were put on schedule rotations in order to facilitate social distancing. Despite these changes, we have been able to keep most capital projects moving while providing badly needed opportunities for park users to exercise outdoors, enjoy nature, and connect with one another. It became apparent early on that while social distancing was helpful from an epidemiological perspective, it was taking its toll on the physical and mental health of residents. People simply needed places to get out, find a change of scenery, breathe some fresh air, and heal.

There followed extensive Board discussion with questions to staff.

**10. Montgomery Parks Community Gardens: Program Overview and Site Suitability Review**

*Staff Recommendation: Briefing*

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

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

Parks Department staff offered a multi-media presentation and discussed Montgomery Parks Community Gardens Program Overview and Site Suitability review. Staff noted that the 12-year program is serving over 500 residents and families, at a yearly fee of \$35 to \$85 for gardening table of 200, 400 and 625 square feet. The Parks Department provide water, deer fence, green recycling materials, i.e., compost and wood chips, community tools, full time staff and horticulture crew support. Staff notes that there is a global presence, with people from Liberia, Cameroon, Ethiopia, Kenya, India, Nepal, Russia, Martinique, and many more countries.

Staff then discussed the proposed garden expansion and program offerings, reducing food waste and food recovery, the stakeholder relationships, education programs, an accessibility. Staff also discussed the community garden waitlist, which was created in 2019, with 120 people waitlisted in 2020 and 120 in 2021. According to the Master Plan of Parks, Recreation, and Open Space (PROS), there is a future unmet need of eighteen (18) additional community gardens or 900 garden plots. Since 2016, 40 additional plots have been added.

Staff also discussed the Community Garden Site Suitability Analysis and the evaluation criteria and noted that staff aim is to provide garden space for food and horticulture production, increase food access, build on established communities. Staff continues to receive requests to be added to the community garden waitlist and continues work on design and implementation while gathering more internal feedback, community feedback and gardener population survey, as the program aims to align with other food initiatives in the county for potential projects.

There followed a brief Board discussion with questions to staff.