



**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, May 13, 2021, at 9:08 a.m., and adjourned at 12:28 p.m.

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

Items 1 through 3 and Items 6, 7, 5, and 4, discussed in that order, are reported on the attached agenda.

There being no further business, the meeting was adjourned at 12:28 p.m. There is no Planning Board meeting scheduled for Thursday, May 20, 2021. The next regular meeting of the Planning Board will be held on Thursday, May 27, 2021, via video conference.

*M. Clara Moise*

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Sr. Technical Writer/Editor

**Montgomery County Planning Board Meeting**  
**Thursday, May 13, 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**

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

**Action:**       **There were no Record Plats submitted for approval.**

**\*C. Other Consent Items**

**Miles Coppola: Pre-Preliminary Plan Application No. 720210010, Regulatory Review Extension Request No. 2**---Request to extend the regulatory review period until June 17, 2021: Request to determine the alignment of the MD 355 bypass; 97.15 acres; R-90, R-200, CRT-2.0 C2.0 R-2.0 H-120, and Clarksburg East Environmental Overlay Zone; located along Clarksburg Road and north of Interstate 270; 1994 Clarksburg Master Plan & Hyattstown Special Study Area & 2014 Clarksburg Ten Mile Creek Area Limited Amendment.

*Staff Recommendation: Approval of the Extension Request*

**BOARD ACTION**

**Motion:** VERMA/CICHY

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** Approved staff recommendation for approval of the Miles Coppola Pre-Preliminary Plan Application Regulatory Review Extension Request, as cited above.

**\*D. Approval of Minutes**

Planning Board Meeting Minutes of April 29, 2021

**BOARD ACTION**

**Motion:** VERMA/CICHY

**Vote:**

**Yea:** 5-0

**Nay:**

**Other:**

**Action:** Approved the Planning Board Meeting Minutes of April 29, 2021, as submitted.

**2. Roundtable Discussion**

A. Planning Department Director's Report ————— **REMOVED**

B1. Operating Funds Nine-Month Financial Report Including Projections to June 30, 2021

B2. Enterprise Funds Nine-Month Financial Report Including Projections to June 30, 2021

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

**Action: A. Planning Department Director's Report – This Item was removed from the Planning Board agenda.**

**B1. Operating Funds Nine-Month Financial Report Including Projections to June 30, 2021**

The Commission Secretary-Treasurer Joseph Zimmerman discussed the Operating Funds Nine-Month Financial Report, including projections to June 30, 2021, as detailed in the May 13 memorandum to the Planning Board. Mr. Zimmerman noted that the Commission has committed to participate in Montgomery County's FY21 budget savings plan totaling \$7,481,214. The impact to the Operating Funds will be as follows: reductions: Planning Department \$1,304,038; Parks Department 5,630,264; and Central Administrative Services 546,912.

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

**B2. Enterprise Funds Nine-Month Financial Report Including Projections to June 30, 2021**

The Commission Secretary-Treasurer Joseph Zimmerman discussed the Enterprise Funds Nine-Month Financial Report, including projections to June 30, 2021, as detailed in the May 13 memorandum to the Planning Board. Mr. Zimmerman noted that the Montgomery County Enterprise Funds now includes the new Wheaton Headquarters Fund. The new Fund will account for all building related expenses and is to be funded by internal "rent" charges to the Planning Department and the Parks Department as well as lease payments from Montgomery County. The FY21 overall Enterprise revenue budget is \$15,009,536 with projected revenue and interest income of \$8,008,690 and a projected cost of \$8,706,374 yielding a net loss of \$697,684. The FY21 Parks Enterprise Funds have a total approved budget for revenues of \$12,215,136,

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**2. Roundtable Discussion**

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expenditures of \$10,549,109 and a net Fund Balance use of \$490,973, after transfers and interest income. The projected revenue of \$5,995,963, is under budget by \$6,219,173. The total costs are projected to be \$6,709,429 resulting in a net loss of \$581,493, after transfers, interest income and the planned use of Fund Balance. The decrease in revenue is attributable to the COVID-19 pandemic restrictions resulting in less than expected income at all facilities and affecting multiple programs. The decrease in expenditures is also due to savings from program cancellations and deferring hiring and spending where possible resulting in expenditure decreases across all areas including items for resale, personnel, supplies and services.

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

**3. Budget Transfer Request FY21 Operating Budget – Parks Department**

*Staff Recommendation: Approve Transfer Request*

**BOARD ACTION**

**Motion:** VERMA/FANI-GONZÁLEZ

**Vote:**

**Yea: 5-0**

**Nay:**

**Other:**

**Action: Approved staff recommendation to approve the Parks Department FY21 Budget Transfer Request discussed during the meeting.**

Parks Department staff briefly discussed a proposed FY21 budget transfer request, as detailed in the May 6 memorandum to the Planning Board, and requested the Planning Board’s approval to transfer \$760,000 from Personnel Services to Other Services and Charges, Supplies & Materials, and Capital Outlay to fund the following Parks Department needs: Equity Focus Area Amenities - \$215,000; Bike Fleet - \$15,000; Mini Excavator - \$35,000; Electric Equipment - \$145,000; Turf improvement supplies - \$90,000; and Upgrade – Fleet Management Software - \$260,000.

There followed a brief Board discussion with questions to staff.



**6. MARYLAND SOCCERPLEX 2020 Annual Report** ---The 2020 Annual Report will be presented by Matt Libber, Executive Director of the Maryland Soccer Foundation (MSF).

*Staff Recommendation: Accept the MSF 2020 Year-End Report as Submitted*

### **BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Action: Received briefing and accepted the Maryland Soccerplex 2020 Annual Report, as submitted.**

Mr. David Tobin, Manager of the Public-Private Partnerships Office, introduced Mr. Matt Libber, Executive Director of the Maryland Soccer Foundation (MSF), who offered a multi-media presentation and discussed the Maryland Soccerplex 2020 Annual Report, as detailed in the May 6 memorandum to the Planning Board. Mr. Libber noted that the MSF has a forty-year lease, expiring in 2039, with the Commission to manage and maintain the Maryland SoccerPlex located within the 646-acre South Germantown Recreational Park (SGRP). The Maryland SoccerPlex is the largest Public-Private Partnership with the Parks Department that was built in 1999 with a project development cost of \$28,081,000, of which 39 percent was public funding and 61 percent private funding. Since 2000, the MSF has invested over \$7 million in general capital improvements, construction of three artificial turf fields and stadium improvements. Today, the Maryland SoccerPlex is a 162-acre soccer facility consisting of 22 soccer fields, including three artificial turf fields with lights, one championship tournament stadium field with stadium seating, and an indoor multi-purpose facility recently renamed the Adventist HealthCare Fieldhouse. The Parks Department capital budget and operating funds which maintain and operate the SGRP in its entirety, also serve to facilitate the successful operation of Soccerplex by maintaining the infrastructure, sharing the use of Parks facilities and equipment, and other critical services. In addition, Parks staff provide special event support, maintain trails and roadways, and support multiple other partnerships and Enterprise facilities located at SGRP.

Mr. Libber also noted that despite the many challenges presented by Covid-19, which included the loss of the spring and summer seasons and a modified fall season, and the revenues normally associated with that activity, the Soccerplex continues to be a successful example of the benefits public-private partnerships can provide to the community. The MSF's business acumen, innovative programming, and ongoing commitment to growing the sport of soccer have created a world class soccer venue that draws more than 1.5 million visitors in a typical year. MSF continues to enjoy a strong collaborative relationship with the Parks Department and look forward to working with them on new initiatives. Mr. Libber also added that proprietary financial information that is distributed solely to the Planning Board has been reviewed and accepted by the Commission's Secretary-Treasurer.

There followed a brief Board discussion with questions to Mr. Libber and Mr. Tobin.

7. **Briefing: Census Products & 2020 U.S. Census Update**---Staff will provide a briefing on new products, report on Montgomery County demographic data, and give an update on the 2020 U.S. Census data release schedule.

*Staff Recommendation: Receive Briefing*

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

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

Planning Department staff offered a multi-media presentation and briefed the Planning Board on new products, Montgomery County demographic data, and gave an update on the 2020 U.S. Census data release schedule.

The staff briefing covered new data on products and analyses based on demographic information from the U.S. Census Bureau. Staff also covered the following: 1) Equity Focus Area (EFA) Story map – Staff created a story map as a more accessible way for the public to understand the EFA analysis presented to the Planning Board in February 2021; 2) 2019 QuickStats – An overview of Montgomery County population characteristics from data in the 2019 American Community Survey, released in December 2020; 3) Census 2020 Update – State-level population counts were released in April. Staff provided commentary on what information will be in future releases and what it means; and 4) Montgomery County Demographics, Growth and Change Across Time and Place – Research and Strategic Projects Division staff shared a multi-media presentation on trends, which they gave to the Commission on Redistricting in April 2021, as part of their assignment to support the work of the Commission.

There followed a brief Board discussion with questions to staff.

**5. Attainable Housing Strategies - Update Briefing**---Montgomery Planning has launched Attainable Housing Strategies (AHS), an initiative that the Planning Department will oversee through a planning process that will evaluate and potentially refine various proposals to spur the development of more diverse types of housing, including Missing Middle Housing in Montgomery County. Planning staff will provide the Planning Board with a brief project update.

*Staff Recommendation: Receive Briefing*

**BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

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

Planning Department staff offered a multi-media presentation and noted that on March 4, 2021, the Montgomery County Council directed Planning Department staff to review and study housing options in the county. In order to explore these housing options, Planning staff launched Attainable Housing Strategies (AHS), an initiative that the Planning Department is overseeing that will evaluate and potentially refine various proposals to spur the development of more diverse types of housing, including Missing Middle Housing in Montgomery County. Planning staff provided the Board with an overview of the AHS initiative and an update on the latest project status.

Staff noted that the Attainable Housing Strategies initiative aims to identify viable options for existing and new county residents to find homes at the right sizes, locations, and price points for their needs. Through this initiative we hope to expand homeownership opportunities for the county’s diverse populations. We are overseeing this initiative through a planning process that will consider various policy options to spur the development of more diverse types of housing, including Missing Middle Housing, in Montgomery County. Attainable housing is unsubsidized market-rate housing that is appropriate and suitable for the households that live here. Implicit in this concept of attainability is the idea that a range of housing options type, size, tenure, cost, and location exists in the local market for a range of household incomes and preferences. As noted in the recent Montgomery County Housing Needs Assessment, Montgomery County residents have a wide range of housing needs, with size, transit access, price, and other factors playing a role. Yet, almost half of the homes in Montgomery County right now are single-family houses, great for many residents, but not attainable or even desirable for everyone. Our county hasn’t been able to keep up with diversifying housing demand, and rising prices may drive some residents away entirely. It also helps Montgomery County grow its

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**5. Attainable Housing Strategies - Update Briefing**CONTINUED

housing supply even where space is a concern, a critical consideration, as we anticipate population growth in the coming decades. Building Attainable Housing will require us to reassess the county's long-standing pattern of exclusively single-family neighborhoods and our ability to densify our corridors. This will include reviewing existing single-family zone standards, including the useable area, size, setbacks, height, density, and parking requirements, as well as the process for development review and approval. We will also be looking at creating guidance on how to incorporate more housing types into master plans, and potential methods to encourage more housing types to be built in Montgomery County.

Staff then added that the Attainable Housing Strategies initiative is part of an ongoing, extensive, multi-year effort by the county and the Planning Department to address the housing supply crisis in Montgomery County. This includes several studies listed in the staff report, as well as master plans, State and County bills and zoning text amendments that were targeted in their evaluation and application to specific housing elements. The Attainable Housing Strategies also represent the county's first opportunity to implement elements of Thrive Montgomery 2050. In April, the Planning Board approved its draft of Thrive Montgomery 2050, the county's most comprehensive update to our general plan in more than 50 years. It establishes the county's vision for our future. Thrive Montgomery 2050 aims to ensure that exclusively single-family zoning is not a barrier to development in many of our single-family neighborhoods. Thrive 2050 includes policies and actions that support the production of different types of housing, including in existing single-family zones.

Staff then discussed the proposed project timeline, and noted that community meetings, virtual office meetings, and Planning Board Public Hearing and worksessions are scheduled to take place in June with the transmission of recommendations to the County Council scheduled for July 8.

There followed extensive Board discussion with questions to staff.

**4. Access Management State of Practice – Briefing on Current Research---**In anticipation of the initiation of an Access Management Study this Summer, preparatory research work has been underway over the past 6 to 8 months to explore the State of Practice in Access Management. The presentation will discuss the upcoming work for FY22 and present a summary of research findings and promising applications with a Vision Zero and Complete Streets approach.

*Staff Recommendation: Receive Briefing*

### **BOARD ACTION**

**Motion:**

**Vote:**

**Yea:**

**Nay:**

**Other:**

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

Planning Department staff introduced Ms. Daniella Acosta Saavedra, an intern working for the Countywide Planning and Policy Division, who is completing her master’s degree in Urban Studies and Planning at the University of Maryland and noted that Ms. Acosta Saavedra has conducted a detailed literature search on the subject matter with a focus on Access Management within a Vision Zero and Complete Streets context. Ms. Acosta Saavedra offered a multi-media presentation and discussed current research on access management, as detailed in the May 6 staff report. The Access Management research work conducted to-date is a key first step in conducting the Access Management Study programmed for FY22. Staff is currently developing a detailed scope of work for this Study that will be presented to the Planning Board this summer. Access management is the “coordinated planning, regulation and design of access between roadways and land development.” Its goal is to provide a systemic way to improve the safety and efficiency of moving people and goods while reducing conflicts between all modes using and crossing the roadway, including cars, heavy vehicles, transit, bicycles and pedestrians. The techniques to control or manage access include: i) parcel-based techniques, typically zoning restricting number, priority, access sharing between adjacent parcels or location of site access driveways; ii) driveway-based techniques, spacing between driveways and managing conflicts near intersections; and iii) corridor-based techniques, spacing between access points and minimum standards for traffic signals and median breaks.

Ms. Acosta Saavedra noted that Montgomery County currently addresses access management during site plan review/local area transportation review using a combination of the Commission, Montgomery County Department of Transportation (MCDOT) and the Department of Permitting Services (DPS) regulations and policies. There is a need to consolidate access policies and regulations into one comprehensive multi-modal, vision zero-focused strategy to implement access management systematically countywide, for new development and for redevelopment, across all executive branch agencies and the Commission. Staff also believes that

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**4. Access Management State of Practice – Briefing on Current Research new and**CONTINUED

improved tools are needed for managing access on county roads. The Access Management study will identify opportunities to implement state of the practice techniques that will simplify, for developers and engineers, the planning and design of road access for intersections and site driveways on all Montgomery County roads, and facilitate cross-agency concurrence on access management decisions. This has the potential to significantly improve the consistency of access-related decisions through the site plan review/Development Review Committee (DRC) process and to obtain access consolidation more effectively from developers during redevelopment. The development of this Access Management Study is supportive of the county's Vision Zero Action Plan, in that multi-modal conflicts and decision points are directly related to crash causation. It should be noted that, initially, the Complete Streets Design Guidelines was intended to have a significant access management component. Due to budget limitations, that effort was limited to the identification of minimum traffic signal spacing and minimum protected crossing spacing. Those two guideline standards are very significant to managing access on county roads, but more work is needed to address access management comprehensively. The Access Management work effort is a Study, so the outcome of this work will be recommendations for new standards and policies to enhance how access is managed on county roads.

Ms. Acosta Saavedra and Planning staff also added that the research into the state of practice in Access Management has been extensive. While only key findings are presented today, it is important to note the depth and extent of the research that has been compiled over the past several months. This research is vital to ensuring the Access Management Study hits the ground running in FY22. What is clear from the research is that multi-modal access management is an evolving field, and it is largely being driven by the need to provide safer streets for all users. This is critical for a transportation network that will be enhanced by an expanding bicycle network and strengthened by recommendations from the Pedestrian Master Plan. It also must be cognizant of the need to be contextually based. Uniform access management standards don't really mesh well with the varying land use contexts within Montgomery County, so future standards need to reflect the differing needs of urban, town center, suburban, and rural areas. These issues will be explored in detail in the upcoming Access Management Study.

There followed a brief Board discussion with questions to Ms. Acosta Saavedra and staff.