

Montgomery County Planning Board

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

APPROVED
MINUTES AND SUMMARY

SUMMARY
Thursday, April 25, 2024
2425 Reedie Drive
Wheaton, MD 20902
301-495-4605

The Montgomery County Planning Board met in regular session in the Wheaton Headquarters Building in Wheaton, Maryland, and via Microsoft Teams video conference on Thursday, April 25, 2024, beginning at 9:35 a.m. and adjourning at 2:31 p.m.

Present were Chair Artie Harris, Vice Chair Mitra Pedoeem, and Commissioners Shawn Bartley, James Hedrick and Josh Linden.

Items 1 through 6 and Item 8 were discussed in that order and reported in the attached Minutes.

The Planning Board recessed for lunch at 11:21 a.m. and reconvened in the auditorium and via video conference to return to open session at 12:04 p.m. to discuss Item 7 as reported in the attached Minutes.

Chair Harris left the meeting at 2:15 during Item 7 and was necessarily absent for the remainder of the meeting.

Commissioner Bartley also left during Item 7 and was necessarily absent for the remainder of the meeting.

There being no further business, the meeting adjourned at 2:31 p.m. The next regular meeting of the Planning Board will be held on Thursday, May 2, 2024, in the Wheaton Headquarters Building in Wheaton, Maryland, and via video conference.

Rachel Roehrich
Rachel Roehrich
Technical Writer/Legal Assistant

MINUTES

Item 1. Preliminary Matters

A. Adoption of Resolutions

1. Avondale Preliminary Plan Amendment No. 12020022A – MCPB No. 24-044
2. BF Gilberts Administrative Subdivision Plan No. 620210160 – MCPB No. 24-045

BOARD ACTION

Motion: Hedrick/Linden

Vote: 4-0-1

Other: Vice Chair Pedoeem abstained due to being absent.

Action: Adopted the Resolutions cited above, as submitted.

B. Approval of Minutes

1. Minutes for April 4, 2024
2. Closed Session Minutes for April 4, 2024

BOARD ACTION

Motion: Hedrick/Linden

Vote: 5-0

Other:

Action: Approved Planning Board Meeting Minutes of April 4, 2024, and the Closed Session Minutes of April 4, 2024, as submitted.

C. Other Preliminary Matters

BOARD ACTION

Motion:

Vote:

Other:

Action: There were no Other Preliminary Items submitted for approval.

Item 2. Record Plats (Public Hearing)

Subdivision Plat No. 220240810, Creekside at Cabin Branch

RNC zone, 2 lots; located on the north side of Dowitcher Way, 150 feet west of Wood Frog Drive;
Clarksburg Ten Mile Creek Amendment Area.

Staff Recommendation: Approval

BOARD ACTION

Motion: Hedrick/Linden

Vote: 5-0

Other:

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

Item 3. Regulatory Extension Requests (Public Hearing)

BOARD ACTION

Motion:

Vote:

Other:

Action: There were no Regulatory Extension Requests submitted for approval.

Item 4. Roundtable Discussion

Planning Director's Report
J. Sartori

BOARD ACTION

Motion:

Vote:

Other:

Action: Received briefing.

Montgomery Planning Director, Jason Sartori, offered a multi-media presentation regarding recent updates for the Planning Department.

Mr. Sartori discussed dedicated bus lanes for Georgia Avenue due to closure of the Red Line starting June 1, 2024, the recent PHP Committee work session regarding the FY25 Operating Budget, and recapped an active working event hosted by the IRC Division at Watts Branch Stream Valley Park on Arbor Day 2024.

Lastly, Mr. Sartori welcomed new Staff Joanne Sheridan, Information Systems Specialist, who recently joined the ITI Division.

The Board offered comments regarding the dedicated bus lanes on Georgia Avenue as well as the PHP Committee work session, and asked questions regarding the tier packaging and equity chief position.

Mr. Sartori offered comments and responses.

Item 5. The Great Seneca Plan: Connecting Life and Science Work Session Number 5

Staff Recommendation: Discussion, review, and approval of the Planning Board Draft for transmittal to the County Council and County Executive.

M. Hill

BOARD ACTION

Motion: Linden/Hedrick

Vote: 5-0

Other:

Action: Received briefing followed by discussion, and approved Staff recommendation for approval of the Planning Board Draft of The Great Seneca Plan: Connecting Life and Science Plan with transmittal of the Plan to the County Executive and County Council.

Maren Hill, Planner III, offered a multi-media presentation regarding Work Session Number 5 for The Great Seneca Plan: Connecting Life and Science. Further information can be found in the Staff Report dated April 19, 2024.

Ms. Hill discussed the cumulative revisions to the Public Hearing Draft including redline modification and additions to the illustrations for maps, inter-parcel connectivity, the CIP Tables, an additional recommendation for food access, RainScapes language, and zoning for the McGowan Property.

The Board asked questions regarding public open space locations for potential farmer's market for food access, climate assessment report, current structures, maximum coverage percentages and unit yields for the McGowan property.

The Board held further discussion regarding the potential for CRN zoning for the McGowan property.

Staff, including Chief of Midcounty Planning, Carrie Sanders, Planning Supervisor, Jessica McVary, and Parks Development Review Coordinator, Henry Coppola, offered comments and responses. Staff also offered modified language regarding CRN zoning for the McGowan property, and the Board agreed with Staff's recommendation.

Hoyle's Addition

The Board asked questions regarding potential for a floating zone, and Staff, including Deputy Planning Director, Robert Kronenberg, offered comments and responses.

The Board agreed with Staff's recommendations.

Oakmont and Walnut Hill

The Board agreed with Staff's recommendations.

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Staff will provide the Board with a copy of the climate assessment before the Planning Board meeting on May 2, 2024.

Item 6. Budget Transfer Request FY24 Operating Budget – Montgomery Parks, Montgomery Planning and Commissioners’ Office

- A. Montgomery Parks
- B. Montgomery Planning
- C. Commissioner’s Office

Staff Recommendation: Approve Transfer Request
N. Steen/K. Warnick/I. Branda

A. BOARD ACTION

Motion: Hedrick/Pedoeem

Vote: 5-0

Other:

Action: Approved Staff recommendation to approve the Budget Transfer Request for Montgomery Parks, cited above.

B. BOARD ACTION

Motion: Hedrick/Pedoeem

Vote: 5-0

Other:

Action: Approved Staff recommendation to approve the Budget Transfer Request for Montgomery Planning, cited above.

C. BOARD ACTION

Motion: Pedoeem/Hedrick

Vote: 5-0

Other:

Action: Approved Staff recommendation to approve the Budget Transfer Request for the Commissioner’s Office, cited above.

Nancy Steen, Parks Budget Manager, Karen Warnick, Chief of Management Services for Planning, and Ilana Branda, Chief of Staff for the Planning Board Chair’s Office, discussed the FY24 Operating Budget transfer requests for their respective departments. Further information can be found in the Staff Reports posted to the April 25, 2024 Agenda and dated April 19, 2024 and April 18, 2024 respectively.

Item 8. Takoma Park Minor Master Plan Amendment – Approve the Resolution of Adoption for transmission to the Full Commission

Staff Recommendation: Approve Resolution of Adoption and transmit to the Full Commission
M. Williams

BOARD ACTION

Motion: Pedoeem/Hedrick

Vote: 5-0

Other:

Action: Approved Staff recommendation for approval of the Resolution of Adoption for the Takoma Park Minor Master Plan Amendment and transmission to the Full Commission.

Melissa Williams, Planner III, requested approval of the Resolution of Adoption for the Takoma Park Minor Master Plan Amendment with transmittal to the Full Commission on May 15, 2024. Further information can be found in the Staff Report posted to the April 25, 2024 Agenda on the Planning Board website.

Item 7. Attainable Housing Strategies Work Session Number 8

In 2021, the County Council requested the Planning Board consider and recommend “zoning reforms that would allow greater opportunities for Missing Middle housing in Montgomery County.” Attainable Housing Strategies is the resulting effort, through which a prior Planning Board prepared recommendations to allow the development of more diverse types of housing, including Missing Middle Housing, in Montgomery County.

Staff Recommendation: Seek guidance from the Planning Board.

L. Govoni/B. Berbert

BOARD ACTION

Motion:

Vote:

Other:

Action: Received briefing followed by discussion.

Ben Berbert, Planner III, offered a multi-media presentation regarding the Attainable Housing Strategies Work Session Number 8. Further information can be found in the Staff Report posted to the Agenda for April 11, 2024.

Mr. Berbert stated the work session will focus on the draft recommendations for small scale attainable housing including permitting duplexes, triplexes, and in some places quadplexes in the residential detached zones, the creation of the Priority Housing District (PHD), and other code changes that would facilitate the development of small scale attainable housing.

Mr. Berbert gave a brief overview of Staff’s recommendations the Board agreed with during Work Session Number 7 as well as recommendations Staff will bring back to the Board for further discussion in future work sessions.

Mr. Berbert described small-scale housing units, the potential locations best fit for small-scale housing, and discussed Staff’s recommendations for Standard Method Development, zones, PHD corridors, and household living standards.

The Board asked questions regarding PHD corridor buffers, possibility of expanding R-200 zoning within PHD corridors to allow triplexes and quadplexes, average size of multiplex units, conditional density without infrastructure, and need for introducing multi-unit living as a limited use.

Staff, including Acting Division Chief of Countywide Planning and Policy, David Anspacher and Acting Housing, Infrastructure, and Zoning Supervisor, Lisa Govoni, offered comments and responses to the Board’s questions.

Staff will review and further discuss the possibility of expanding the PHD beyond 500 feet from Growth Corridors and adding in R-200 zoned properties in a future work session. The Board agreed with all other recommendations.

Small-Scale Portrayals/Prototypes

Atul Sharma, Acting Assistant to the Deputy for Development and Design Review, gave an overview of market responsive layouts and sizes, parking, and discussed the development standards and potential prototypes for duplexes, triplexes, and quadplexes for the R-60, R-90, R-200, and R-40 zones. Mr. Berbert noted items such as driveway widths, street trees, and curb cuts will be discussed during a future work session.

The Board asked questions regarding building footprints, setbacks, requirements for driveway widths, stormwater management, building accommodations for irregular shaped lots, and the possibility of fee-simple lots with two driveways.

Staff, including Deputy Director of Planning, Robert Kronenberg, offered comments and responses to the Board's questions.

Pattern Book

Mr. Sharma also gave an overview Staff's vision for the Pattern Book, what would be included within the Pattern Book, goals, elements, desired outcomes, and Staff's recommendations.

The Board asked questions regarding requirements, potential timeframe/deadline for creation and implementation, and listing of design exceptions.

Staff offered comments and responses to the Board's questions.

The Board also suggested visuals be listed within the Pattern Book, measurement criteria to determine public facilities are acceptable, creation of workshops to educate small builders/contractors, interagency coordination for code changes, and setting a deadline for implementation of the Pattern Book.

Development Standards Table

Mr. Berbert gave an overview and discussed Staff's recommendations for the Development Standards Table broken down into categories including building site versus lot, density and coverage, specifications, and placement, height, form, and agriculture.

The Board asked questions regarding the Standard Method of Development, how many lots are considered a subdivision, what triggers subdivision review, and lot width and front lot lines.

Staff offered comments and responses to the Board's questions noting Staff will review lot width at front lot lines and bring back to the Board. The Board agreed with all other recommendations.

Parking

Mr. Berbert stated AHS recommends parking reductions, based on location and availability of street parking, and described Staff's recommendations.

The Board asked questions and held discussion regarding Staff's proposed parking reduction percentages, and Staff offered comments and responses.

The Board agreed with Staff's recommendations with suggestion for potential re-evaluation in 3-5 years.

Regulatory Processes

Mr. Berbert discussed Staff's recommendations for the regulatory process as well as new processes for an administrative subdivision and administrative site plan.

The Board asked questions regarding subdivision regulations, thresholds, number of curb cuts, and potential impacts to the community and parking.

Staff, including Director of Planning, Jason Sartori, offered comments and responses noting further discussion will held during a future work session.

Lastly, Ms. Govoni discussed correspondence received and reviewed, and stated Staff is not recommending any changes at this time.

The Board asked about outreach to civic associations or communities affected for feedback, and Staff offered comments and responses.