

# Montgomery County Planning Board

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

APPROVED  
MINUTES AND SUMMARY

SUMMARY  
**Thursday, October 17, 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, October 17, 2024, beginning at 12:36 p.m. and adjourning at 7:27 p.m.

Present were Chair Artie Harris and Commissioners Shawn Bartley and James Hedrick.

Vice Chair Mitra Pedoeem and Commissioner Josh Linden were necessarily absent.

Items 1 through 6, Item 8, Item 7, and Item 9 were discussed in that order and reported in the attached Minutes.

The Planning Board adjourned at 3:02 p.m. and reconvened in the auditorium and via video conference to return to open session at 5:37 p.m. for the Planning Board Speaker Series panel discussion “Housing Conversation: From Research to Reality”, as reported in the attached Minutes.

The Planning Board Speaker Series ended at 7:27 p.m. The next regular meeting of the Planning Board will be held on Thursday, October 24, 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. Chick-fil-A Forest Conservation Plan Amendment No. F2024003A – MCPB No. 24-093
2. Chick-fil-A Clarksburg Site Plan Amendment No. 82014016C – MCPB No. 24-094

**BOARD ACTION**

**Motion:** Hedrick/Bartley

**Vote:** 3-0

**Other:** Vice Chair Pedoeem and Commissioner Linden were necessarily absent.

**Action:** Adopted the Resolutions cited above, as submitted.

**B. Approval of Minutes**

1. Minutes for October 1, 2024
2. Minutes for October 3, 2024

**BOARD ACTION**

**Motion:** Hedrick/Bartley

**Vote:** 3-0

**Other:** Vice Chair Pedoeem and Commissioner Linden were necessarily absent.

**Action:** Approved Planning Board Meeting Minutes of October 1, 2024 and October 3, 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. 220230050 and 220230110, Woodstock**

AR zone; 3 lots; located on the west side of Peach Tree Road, 650 feet south of Moore Road. Agricultural and Rural Open Space Master Plan.

*Staff Recommendation: Approval*

**Subdivision Plat No. 220241190, Meadowsweet**

RNC zone; 2 parcels; located on the north side of Olney-Sandy Spring Road (MD 108), approximately 1,000 feet east of Slade School Road; Sandy Spring – Ashton Master Plan.

*Staff Recommendation: Approval*

**BOARD ACTION**

**Motion:** Hedrick/Bartley

**Vote:** 3-0

**Other:** Vice Chair Pedoeem and Commissioner Linden were necessarily absent.

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

**Item 3. Regulatory Extension Requests (Public Hearing)**

**Darnestown Meadows, Administrative Subdivision No. 620240110: Regulatory Review Extension Request No. 2 - Request to extend review period to January 24, 2025.**

Application to create 2 lots for an existing church and a single-family detached dwelling unit; 15575 Germantown Road; RC zone; 12.93 Acres; 2002 Potomac Subregion Master Plan

*Staff recommendation: Approval of the Extension Request*

U. Njeze

**Ancient Oak, Administrative Subdivision Plan No. 620240220 and Preliminary/Final Forest Conservation Plan No. F20241000, Regulatory Review Extension Request No. 1 - Request to extend the regulatory review period until January 16, 2025.**

Application to create two lots for two new single-family detached units; located at 13330 Darnestown Road; R-200 Zone, 2002 Potomac Subregion Master Plan.

*Staff recommendation: Approval of the Extension Request*

M. Clayborne

**BOARD ACTION**

**Motion:** Hedrick/Bartley

**Vote:** 3-0

**Other:** Vice Chair Pedoeem and Commissioner Linden were necessarily absent.

**Action:** Approved Staff recommendation for approval of the Regulatory Extension Requests cited above.

**Item 4. Roundtable Discussion**

Parks Director's Report  
M. Figueredo/ H. Symes/K. Clifford

**BOARD ACTION**

**Motion:**

**Vote:**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Received briefing.**

Miti Figueredo, Montgomery Parks Director, offered brief comments and announced the promotion of Christie Ciabotti to Chief of the Park Planning and Stewardship Division. Hassan Symes, Data Analytics Manager, and Keegan Clifford, GIS Coordinator, offered a multi-media presentation regarding the Geographic Information System (GIS) Strategic Plan for Montgomery Parks.

Mr. Symes discussed the makeup of the Data Analytics team and described how Montgomery Parks uses GIS. Mr. Symes stated Parks utilizes GIS for many things including cartography, analysis for park assets, and data capture and editing for athletic fields. Achievements of the GIS team were also highlighted including being featured in Esri's Parks and Recreation Brochure, pioneering work in GIS web accessibility, and participation at the largest GIS conference in the world with 21,000 users from various countries. Mr. Symes also noted the number of GIS accounts within the parks has grown from 24 to 168 accounts since November 2023 and gave an overview of GIS outreach.

Mr. Clifford discussed the projects within Montgomery Parks that GIS is used for in greater detail including community gardens, volunteer clean-ups, Park events, bridge inspections, and athletic fields. Mr. Clifford also gave an overview of the GIS Strategic Action Plan and stated the Plan outlines the use and growth of GIS within the department and the Public over the next four years. Goals of the Plan include data, mapping, analysis, and education. Examples of the GIS Strategic Plan projects included parking lots, the Parks and Trails Atlas, trails, and biological monitoring. Mr. Clifford discussed each of the listed projects in greater detail.

Lastly, Mr. Symes stated the GIS team provides department-wide GIS support, continues to be pioneers in the field of GIS, represents Parks on an international stage, shapes the future of decision making in Parks, and increases the GIS userbase at Parks.

The Board asked questions regarding real time cell phone interaction with GIS, potential to determine parking lot usage from GIS, and if GIS information could be used to gauge citizen/customer satisfaction.

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

**Item 5. Montgomery Parks Foundation (MPF) Board of Trustees, New Nominee 2024**

*Staff Recommendation: Approval for appointment of Alison Gillespie to the Montgomery Parks Foundation Board of Trustees.*

K. Rictor

**BOARD ACTION**

**Motion: Hedrick/Bartley**

**Vote: 3-0**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Approved Staff recommendation for appointment of Alison Gillespie to the Montgomery Parks Foundation Board of Trustees.**

Katie Rictor, Executive Director of MPF, discussed the new candidate for nomination to the Foundation Board of Trustees, Alison Gillespie. Ms. Rictor gave a brief overview of Ms. Gillespie's background and credentials; and requested the Board's approval. Further information can be found in the Staff Report dated October 1, 2024.

**Item 6. FY25-30 Biennial CIP/FY26 Capital Budget – Adoption**

Presentation of final Biennial CIP for PB adoption.

*Staff recommendation: PB adoption of the Biennial FY25-30 Capital Improvements Program (CIP)/FY26 Capital Budget*

R. Peele

**BOARD ACTION**

**Motion: Hedrick/Bartley**

**Vote: 3-0**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Approved Staff recommendation for adoption of the FY25-30 Biennial CIP/FY26 Capital Budget.**

Ronald Peele, Montgomery Parks CIP Manager, offered a multi-media presentation regarding the FY25-30 Biennial CIP/FY26 Capital Budget. Further information can be found in the Staff Report dated October 11, 2024.

Mr. Peele noted there have been no amendments to the FY25-30 CIP since it was adopted by the County Council on May 24, 2024. Mr. Peele stated only minor actions are anticipated as part of this Biennial CIP process, however some PDFs have been updated to reflect FY24 spending activity, and Parks is working with Montgomery County Department of Transportation (MCDOT) on updating the Memorandum of Understanding (MOU) to transfer the Parks Roads PDF back to the Parks Department in FY26. Mr. Peele explained Parks began working cooperatively with MCDOT during the formulation of the FY25-30 CIP, and it was agreed that more time was needed to amend the 2007 MOU agreement to facilitate the transfer. MCDOT suggested implementing this transfer as part of the Biennial FY25-30 CIP, and both agencies are working towards that goal. Mr. Peele noted the MOU amendment will clarify the division of responsibilities between the agencies and update the list of County maintained bridges to reflect ones that serve a public transportation purpose. Funding levels for this program are expected to remain the same as in the adopted FY25-30 CIP.

Lastly, Mr. Peele gave an overview of the Parks CIP implementation trends and encumbrance comparisons for the end of FY23 and the end of FY24.

The Board asked questions regarding the FY24 implementation trends, and Staff, including Andrew Frank, Chief of the Park Development Division, offered comments and responses.

**Item 8. The Brownstones at Westbard Square, Site Plan No. 820240160 and Forest Conservation Plan No. F20240760 (Public Hearing)**

A. Site Plan No. 820240160: Application to develop 32 single-family attached townhouse units, with 12.5 percent MPDUs, on 2.42 acres. Located at the southwest quadrant of the intersection of River Road and Brookside Drive, Bethesda; zoned CRT-1.0 R-0.25 R-1.0 H-45 and R-60; 2016 Westbard Sector Plan.

B. Forest Conservation Plan No. F20240760: Request for approval of a Final Forest Conservation Plan associated with Site Plan No. 820240160.

*Staff Recommendation: Approval with Conditions*

A. Bossi

**A. BOARD ACTION**

**Motion: Hedrick/Bartley**

**Vote: 3-0**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: 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.**

**B. BOARD ACTION**

**Motion: Hedrick/Bartley**

**Vote: 3-0**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Approved Staff recommendation for approval of the Final Forest Conservation 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.**

Adam Bossi, Planner III, offered a multi-media presentation regarding The Brownstones at Westbard Square. Further information can be found in the Staff Report dated October 7, 2024.

Mr. Bossi stated the Applicant is proposing a new, 32-unit townhouse development, with 12.5 percent Moderately Priced Dwelling Units (MPDUs), and environmental enhancements on approximately 2.42 acres at the southwest quadrant of the intersection of River Road and Brookside Drive. Vehicular access will be at Westbard Avenue, there will be onsite parking with three visitor spaces, and the frontage improvements include a separated bike lane and sidewalk on Brookside Drive as well as a sidewalk on Westbard Avenue.

Mr. Bossi discussed the environmental enhancements as well as the Forest Conservation Plan variance for minor forest clearing within the stream valley buffer, and the Forest Conservation Easement amendment to add 0.12 acres to the existing 0.74 Category I Easement.

Lastly, Mr. Bossi noted correspondence was received with general questions as well as concerns with parking and pets.

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Erin Girard of Lerch, Early, and Brewer offered brief comments on behalf of the Applicant regarding the project and parking.

The Board asked questions regarding reasoning for the break in in land for the total site area, functionality of the separated land, and parking.

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



**Item 7. Briefing: Master Plan Reality Check – 2002 Potomac Subregion Master Plan**

*Staff Recommendation: Brief the Planning Board*  
B. Sivasubramanian

**BOARD ACTION**

**Motion:**

**Vote:**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Received briefing.**

Nick Holdzkom, Planner III, and Bhavna Sivasubramanian, Housing Research Planner II, offered a multi-media presentation regarding the Master Plan Reality Check for the 2002 Potomac Subregion Master Plan. Further information can be found in the Staff Report posted to the October 17, 2024 Agenda.

Mr. Holdzkom offered brief comments regarding Master Plan monitoring efforts and the Master Plan Reality Check objectives, which help to analyze the degree to which select Master Plans have realized the vision, densities, land uses, infrastructure, and amenities called upon in their respective recommendations. Mr. Holdzkom also discussed the Master Plan Reality Check selection criteria in greater detail as well.

Ms. Sivasubramanian gave an overview and background of the 2002 Potomac Subregion Master Plan and discussed the methodology and report structure. Ms. Sivasubramanian also discussed the overall vision and recommendations included within the Plan for Environment, Land Use and Zoning, Transportation, and Community Facilities. Ms. Sivasubramanian explained the recommendation scores based on their implementation status and noted whether the recommendations had been met, partially met, or not met. Lastly, Ms. Sivasubramanian gave an overview and discussed both the Potomac and General Reality Check key takeaways in greater detail.

The Board asked questions regarding the forest cover and forest preservation recommendations, makeup of senior housing within the Plan area, and development flexibility.

Staff, including Carrie McCarthy, Chief of Research and Special Projects, offered comments and responses to the Board's questions.

**Item 9. Paschal Land, Administrative Subdivision No. 620240080 and Preliminary/Final Forest Conservation Plan No. F20240270 (Public Hearing)**

- A. Administrative Subdivision No. 620240080
- B. Preliminary/Final Forest Conservation Plan No. F20240270

An application to create one 6.16-acre flag lot for one existing detached dwelling unit; Located at 24724 Peach Tree Road, on the south side of Peach Tree Road, approximately 7,762 feet south of Old Hundred Road; 115.24 acres, AR zone, 1980 Preservation of Agriculture and Rural Open Space Functional Master Plan, Forest Conservation Plan No. F20240270: Recommend approval with conditions.

*Staff Recommendation: Approval of the Forest Conservation Plan with conditions and the Administrative Subdivision.*

J. Penn

**A. BOARD ACTION**

**Motion: Hedrick/Bartley**

**Vote: 3-0**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

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

**B. BOARD ACTION**

**Motion: Hedrick/Bartley**

**Vote: 3-0**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Approved Staff recommendation for approval of the Preliminary/Final Forest Conservation 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.**

Josh Penn, Planner III, offered a multi-media presentation regarding the Paschal Land subdivision application. Further information can be found in the Staff Report dated October 4, 2024.

Mr. Penn stated the Application proposes to create a 6.16-acre pipestem lot around the existing single-family house and its necessary facilities. Mr. Penn noted to avoid segmenting the property, the pipestem between the house and Peach Tree Road runs parallel and adjacent to existing property lines of the Subject Property. The remainder area of the Subject Property, which will consist of one 109.02-acre parcel, is not being platted and will remain as agricultural land and conservation area. Mr. Penn also discussed the Forest Conservation Plan for the property noting 0.06 acres of forest will be cleared, 1.68 acres will be retained in Category I Conservation Easements, and the Applicant proposes to reforest 0.12 acres onsite within the unforested stream valley buffer.

Lastly, Mr. Penn noted correspondence received from the adjacent property owner regarding a potential access easement for their property.

**Item 10. Postponed - The Great Seneca Plan: Connecting Life and Science Sectional Map Amendment**

*Staff Recommendation: Approve the Sectional Map Amendment and transmit to Council.*  
M. Hill/C. McNamara

**BOARD ACTION**

**Motion:**

**Vote:**

**Other:**

**Action: Postponed to October 24, 2024.**

**Planning Board Speaker Series, “Housing Conversation: From Research to Reality”**

*Practitioner’s Panel: Implementation Successes and Areas of Focus*

Join the Planning Board to hear from developers and industry experts that have leveraged relaxed zoning and other creative tools to develop attainable housing. Discover what worked, where were the challenges, and what Montgomery County can do to actualize attainable housing.

Panel:

Jack Wilbern, Principal, Young Group  
Rosie Hepner, Vice President, ULI Terwilliger Center for Housing  
Tony Perez, Senior Associate, Opticos Design, Inc.

**BOARD ACTION**

**Motion:**

**Vote:**

**Other: Vice Chair Pedoeem and Commissioner Linden were necessarily absent.**

**Action: Panel Discussion.**

James Hedrick, Planning Board Commissioner, offered brief opening remarks regarding the limited housing supply and affordability challenges for Montgomery County as well as across the country, and introduced panelists listed above.

Ms. Hepner offered a multi-media presentation and discussed ULI’s Home Attainability Index and latest policy research. Ms. Hepner discussed key national takeaways in greater detail and gave an overview of different policy solutions such as implementing zoning reform, making infill easy, regulatory changes, connecting housing and transit, leveraging land, financing, and potential for office to residential conversions.

Mr. Wilbern offered a multi-media presentation and discussed the Railroad Cottages Community development in Falls Church, Virginia. Mr. Wilber offered comments regarding aging in community and gave an overview of the inspiration, cottage ordinance requirements, history and land purchase, the site and unit design, planning issues, opportunities and challenges, and overall result and summary.

Mr. Perez offered a multi-media presentation and discussed small-scale attainable housing as well as best practices for key standards. Mr. Perez noted key topics to address in standards including house-scale size, building height, height transitions, building setbacks, lot coverage, vehicle access and trees, utilities, and stormwater.

A question and answer session followed the presentations with comments and responses from Ms. Hepner, Mr. Wilbern, and Mr. Perez.