

# **Montgomery County Planning Board**

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

**APPROVED**  
**MINUTES AND SUMMARY**

**SUMMARY**  
**Thursday, January 23, 2025**  
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, January 23, 2025, beginning at 9:12 a.m. and adjourning at 12:12 p.m.

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

Commissioner Linden was necessarily absent for Items 1 through 4, Item 9, and Item 5. Commissioner Linden joined at 11:04 a.m. for the remainder of the meeting.

Items 1 through 4, Item 9, and Items 5 through 7 were discussed in that order and reported in the attached Minutes.

There being no further business, the meeting adjourned at 12:12 p.m. The next regular meeting of the Planning Board will be held on Thursday, January 30, 2025, 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. Loehmann's Plaza Preliminary Plan No. 120240100– MCPB No. 24-112
2. Loehmann's Plaza Site Plan No. 820240120– MCPB No. 24-113
3. Loehmann's Plaza Forest Conservation Plan No. F20240680– MCPB No. 24-114

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 3-0-1**

**Other: Commissioner Bartley abstained due to being absent for the original vote. Commissioner Linden was necessarily absent.**

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

4. Gladhill Farm Administrative Subdivision Plan No. 620230050 – MCPB No. 24 – 122
5. Gladhill Farm Forest Conservation Plan No. F20230290 – MCPB No. 24 – 123

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 3-0-1**

**Other: Commissioner Bartley abstained due to abstaining from the original vote. Commissioner Linden was necessarily absent.**

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

6. Wawa-Burtonsville Preliminary Plan No. 120240160 – MCPB No. – 25-005
7. Wawa-Burtonsville Site Plan No. 820240170 – MCPB No. 25-006
8. Wawa-Burtonsville Forest Conservation Plan No. F2024021A – MCPB No. 25-007

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 4-0**

**Other: Commissioner Linden was necessarily absent.**

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

9. Clarksburg Chase Preliminary Plan No. 120240040 – MCPB No. 25-002
10. Clarksburg Chase Site Plan No. 820240050 – MCPB No. 25-003
11. Clarksburg Chase Forest Conservation Plan No. F20240180 – MCPB No. 25-004

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 4-0**

**Other: Commissioner Linden was necessarily absent.**

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

**B. Approval of Minutes**

1. Minutes for January 9, 2025
2. Closed Session Minutes for January 9, 2025

**BOARD ACTION**

**Motion:** Hedrick/Pedoeem

**Vote:** 4-0

**Other:** Commissioner Linden was necessarily absent.

**Action:** Approved the Open Session and Closed Session Minutes for January 9, 2025, 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 Nos. 220240630, 220240640, 220240660, 220240680, 220240690, 220240760 and 220240780, Ashford Woods**

R-90 zone; 103 lots, 29 parcels; located on the west side of Frederick Road (MD 355) at the intersection of Snowden Farm Parkway; Clarksburg Ten Mile Creek Amendment Area.

*Staff Recommendation: Approval*

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 4-0**

**Other: Commissioner Linden was necessarily absent.**

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

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

**Darnestown Meadows, Administrative Subdivision No. 620240110: Regulatory Review Extension Request No. 3 - Request to extend review period to May 22, 2025.**

Application to create two lots for one new single-family dwelling unit and one existing place of worship; 15575 Germantown Road; RC zone; 12.93 Acres; 2002 Potomac Subregion Master Plan.

*Staff Recommendation: Approval of the Extension Request*

U. Njeze

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 4-0**

**Other: Commissioner Linden was necessarily absent.**

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

**Item 4. Roundtable Discussion**

Parks Director's Report  
M. Figueredo

**BOARD ACTION**

**Motion:**

**Vote:**

**Other: Commissioner Linden was necessarily absent.**

**Action: Received briefing.**

Montgomery Parks Director, Miti Figueredo, offered a multi-media presentation regarding recent updates for the Parks Department.

Ms. Figueredo discussed the recent tour of Pope Farm that Chair Harris attended, the annual GreenScapes Symposium that will be hosted by Brookside Gardens on February 14, 2025, and the \$10,000 Montgomery Chapel Cemetery Grant. Ms. Figueredo also gave an overview and highlighted the actions taken both before and during a significant snow event including the pre-season actions pre-planning, staffing, environmental protection, reporting during the snow event, and post snow event actions.

The Board asked questions regarding the clearing of trails within parks, parking lots, and order of priority for clearing.

Staff, including Gary Burnett, Deputy Director of Operations, offered comments and responses to the Board's questions.

**Item 9. Legislative Update**

- HB 0503/SB 0430 Land Use – Regional Housing Infrastructure Gap (Housing for Jobs Act)
- HB 0038 School Construction and Housing - School Zones and Adequate Public Facilities Ordinances
- HB 0286 Local Comprehensive Planning and State Economic Growth, Resource Protection, and Planning Policy - Planning Principles

D. Borden

**BOARD ACTION**

**Motion:**

**Vote:**

**Other: Commissioner Linden was necessarily absent.**

**Action: The Board received a briefing on the bills and agreed by consensus to support Bill HB 0286 - Local Comprehensive Planning and State Economic Growth, Resource Protection, and Planning Policy - Planning Principles.**

Debra Borden, General Counsel, gave an overview and briefed the Board on Bills HB 0503/SB 0430, HB 0038, and HB 0286. Further information on the bills can be found under the Agenda for January 23, 2025.

Ms. Borden discussed Bill HB 0503/SB 0430 and the Board asked questions regarding the jobs to housing ratio, sources used to compile data, jobs/housing goals, if other jurisdictions within the region/country used the proposed model, potential examples for development denials, and school capacity requirements. Ms. Borden offered to bring this back to the Board after more study.

Staff, including Lisa Govoni, Housing, Infrastructure, and Zoning Supervisor, offered comments and responses to the Board's questions.

Ms. Borden offered comments and recommended the drafting of an informational statement for Bill HB 0038, and the Board agreed by consensus to move forward with an informational statement.

Lastly, Ms. Borden offered comments and recommended supporting Bill HB 0286. The Board asked questions regarding the fiscal impacts of bills presented during session, tracking, Staff impacts, and enforcement within the bill.

Staff, including Bridget Broullire, Deputy Planning Director of Administration, offered comments and responses to the Board's questions.

The Board agreed by consensus to support Bill HB 0286.

**Item 5. Montgomery Parks FY25/26 Fee Schedule**

In accordance with the Department’s Policy on User Fees, the Enterprise Division, which manages ice rinks, tennis centers, event centers, and seasonal park amenity facilities and the Horticulture, Forestry, and Environmental Education Division, which is responsible for public gardens, nature centers, park activation programming and community garden plots, presents user fee recommendations to the Planning Board on an annual or as needed basis.

*Staff recommendation: Approve fees as proposed for M-NCPPC, Montgomery Parks Facilities and Programs*

C. Turnbull/H. Thomas/S. Spicer

**BOARD ACTION**

**Motion:** Hedrick/Pedoeem

**Vote:** 4-0

**Other:** Commissioner Linden was necessarily absent.

**Action:** Approved Staff recommendation for approval of fees as proposed for M-NCPPC, Montgomery Parks Facilities and Programs

Christy Turnbull, Chief of the Enterprise Division, Holly Thomas, Chief of the Horticulture, Forestry and Environmental Education (HFEE) Division, and Shirl Spicer, Cultural Resources Planning Supervisor, discussed the Montgomery Parks FY25/26 Fee Schedule. Further information can be found in the Staff Report posted under the Agenda for January 23, 2025.

Ms. Turnbull, Ms. Thomas, and Ms. Spicer discussed the FY25/26 fee increases for their respective divisions in greater detail which included: event centers, ice rinks, Little Bennett Campground, South Germantown Driving Range, South Germantown Splash Park, tennis centers, the miniature trains and carousel, Brookside Gardens Enterprise Functions, community gardens, Parks Activation, and Museums.

The Board asked questions regarding the reasoning for high percentage of rate increases, waitlists for community gardens, possibility of Monarch or native butterflies for the Wings of Fancy exhibit, who designs the Garden of Lights show, refunding deposits for business meeting space, additional labor costs of business booking cancellations, and potential for volunteer staffing at Oakley Cabin.

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

**Item 6. 15% Moderately Priced Dwelling Unit (MPDU) Requirement Designation**

The Planning Board will designate Planning Areas that are required to have a 15% MPDU requirement, per Section 25A-5(d) of the county code.

*Staff recommendation: Transmit designation of Planning Areas to County Council*

L. Govoni

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 5-0**

**Other:**

**Action: Approved Staff recommendation for transmittal of the Planning Areas with 15 percent MPDU Requirement Designation as well as additional comments discussed during the hearing, as stated in a transmittal letter to be prepared at a later date.**

Lisa Govoni, Countywide Planning and Policy Supervisor offered a multi-media presentation regarding the 15 percent Moderately Priced Dwelling Unit (MPDU) Requirement Designation for Planning Areas. Further information can be found in the Staff Report dated January 16, 2025.

Ms. Govoni stated a minimum of 15 percent MPDUs is required for developments in a Planning Area designated by the Planning Board in which at least 45 percent of the United States Census Tracts' acreage have a median household income of at least 150 percent of the Countywide median household income, at the time the Planning Board accepts an application as complete. Ms. Govoni noted Planning Staff calculates this requirement using median income data (both at the County and census tract level) from the most recent 5-year American Community Survey. Planning Area boundaries are aggregated by 2020 census tract boundaries, with each census tract in the County assigned a Planning Area if its centroid (the geometric center of the census tract) falls into that Planning Area.

Ms. Govoni also discussed the 2025 Planning Areas with a 15 percent requirement including: Bethesda/Chevy Chase, Darnestown, Kemp Mill/4 Corners (new for 2025), Lower Seneca, North Bethesda, Olney (new for 2025), Poolesville (new for 2025), Potomac, and Travilah.

The Board asked questions regarding reasoning for new areas included in 2025, MPDU studies, potential additional MPDU program incentives, MPDU requirements for updates/improvements, and how many units have been generated by the MPDU program.

Staff, including Dave Anspacher, Chief of Countywide Planning and Policy, offered comments and responses to the Board's questions.

The Board also recommended additional comments regarding concerns for revisiting the requirement yearly.



**Item 7. Northwest Branch Disc Golf Course Forest Conservation Plan No. F20250260  
(Public Hearing)**

Proposal to create a disc golf course on the Northwest Branch Recreation Park; Located in the northeast quadrant of the Layhill Road and the Inter County Connector interchange; On approximately 200.25 acres zoned RE-2 and R-200; Within the 1994 Aspen Hill Master Plan area.  
*Staff Recommendation: Approval with Conditions*  
A. Lindsey

**BOARD ACTION**

**Motion: Hedrick/Pedoeem**

**Vote: 5-0**

**Other:**

**Action: Approved Staff recommendation for approval of the 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.**

Amy Lindsey, Planner III, offered a multi-media presentation regarding the Northwest Branch Disc Golf Course. Further information can be found in the Staff Report dated January 13, 2025.

Ms. Lindsey stated the Montgomery County Parks Department is planning to create an 18-hole disc golf course within the Northwest Branch Recreational Park. This will be the first disc golf course on a Montgomery Parks property, and will be designed around, and complement, the National Capital Trolley Museum (NCTM). The existing parking lot will be available to disc golfers, but the building will remain for museum activities only.

Ms. Lindsey discussed Forest Conservation Plan No. F20250260, and stated it was submitted to allow for the minimal disturbance required to install the disc golf course. Of the 114.96 acres of existing forest, 8.88 acres of forest will be removed, and 106.08 acres of forest will be retained. Ms. Lindsey also noted a variance request for the removal of one protected tree and impacts to 15 protected trees.

The Board asked questions regarding disk golf locations, permit requirements, use of existing NCTM infrastructure, parking, possibility of public restrooms, funding, possible affects to the Layhill Local Park ballfields, removal of specimen trees, engagement with surrounding homeowners, and potential for enhancement to the NCTM property.

Staff, including Evan Dintaman, Montgomery Parks Design and Construction Project Manager II, offered comments and responses to the Board's questions.

Michael Norton of Norton Land Design offered comments regarding the removal of a specimen tree.

**Item 8. POSTPONED - Bergfield Tract, Preliminary Plan Application No. 120240130 and Forest Conservation Plan No. F20241050 (Public Hearing)**

9.93 acres; IM-2.5, H-50; Located at 8800 Brookville Road; 2017 Greater Lyttonsville Sector Plan.  
A. Preliminary Plan 120240130 – Request for Preliminary Plan to create a single lot from an existing 9.93-acre unplatted parcel to accommodate redevelopment of the Property with up to 412,208 square feet of industrial uses.

B. Forest Conservation Plan F2024105 – Request for approval of a Preliminary/Final Forest Conservation Plan to satisfy the Chapter 22A, Forest Conservation Law, requirements associated with Preliminary Plan application No. 120240130.

*Staff Recommendation: Approval with Conditions*

T. Gatling

**BOARD ACTION**

**Motion:**

**Vote:**

**Other:**

**Action: Postponed.**