



Minutes of the Planning Commission
3 March 2021
Approved: 7 April 2021

Peter Nagrod called the meeting to order at 7:30 p.m. Because of the Coronavirus pandemic, this meeting took place via ZOOM videoconference. In attendance were Commissioners Charlie Challstrom, Jon Cohen, Georgette Cole, Robert Johnson (Alternate), and Deb Mehlferber. Also in attendance were residents Jamie Ayoub (414 Brown Street) and Joan Mahaffey (102 Ridge Road)

Approval of Agenda: Charlie Challstrom moved to approve the agenda. Georgette Cole seconded the motion. The Commission added official closure and clean-up of Center Street and Oak Street @ Washington Grove Lane. Approved: 5-0, as amended.

Building Permit Applications:

- 303 1st Avenue Fence Update – Nothing To Report
- 317 Brown Street – Screening Front Porch: Jon Cohen reported the Historic Preservation Commission reviewed the application. There was a discussion about the % of lot coverage and State Property Tax records. This application puts the resident very close to the allowable lot coverage. Jon Cohen moved to approve the building permit application for screening the front porch at 317 Brown Street. Deb Mehlferber seconded the motion. Approved: 5-0.
- 414 Brown Street – Fence: Deb Mehlferber explained the fence plan. The Commission reviewed the plan. They discussed the fence height, trees near the area, and the Roadside Tree Law. Deb moved to approve the permit application for fencing at 414 Brown Street as presented. Charlie Challstrom seconded the motion. Approved: 5-0. Georgette Cole asked about a permit for his rebuilt front porch. She explained he not only needed a Town permit but needed a permit from Montgomery County as well. Because of a misinterpretation of a Town ordinance, the property owner did not think a permit was necessary for the porch and railing. He will take care of this. PC will issue a permit retroactively.

Public Appearances: There were none.

Approval of the Minutes – February 3, 2021: Georgette Cole moved to approve the February Planning Commission minutes. Deb Mehlferber seconded the motion. A few minor changes were made to the Comprehensive Work Session and the Public Ways & Property Permit. Approved: 5-0.

412 4th Avenue – Shed Placement: Charlie Challstrom reported an apparent error on a survey used to determine a property line. He does not have confidence in that survey. Charlie will follow-up with property owner Bryant Foreman. Robert Johnson recommends this issue be resolved before Bryant obtains a Town or County permit.

411 Chestnut Avenue – Update on Document From Property Owner: Georgette Cole offered to draft a letter to the previous owner for Peter to approve and send out.

Report from Town Council: Charlie reported on the following:

- WSSC Sewer Project Statue
- Community Solar Project Proposal Status
- Resolution 2021-02
- Ordinance 2021-01
- Road Paving Plan for Spring 2021
- East Woods Trail Maintenance
- Border Committee Sign Proposal
- NIST Reactor leak

Final Review of Public Ways & Property Permit: The Commission reviewed this version of the permit. Dave Cosson had a few more suggestions and Charlie will work with Dave on them. Georgette Cole moved to endorse Resolution 2021-04; Evaluation Criteria for Driveways, Parking Areas, and Walkways Using Public Ways and Property. Charlie Challstrom seconded the motion. Approved: 5-0.

Comprehensive Plan Work Session Report (formerly called Master Plan) – Update: Georgette Cole reported the group reviewed the newest version of the Public Ways & Property Permit. Charlie Challstrom reported the new maps contained updated park labeling. He will give Kirk Eby, (GIS Map Expert) from the City of Gaithersburg, the changes to the zoning map so they can be integrated. The Commission discussed the closed areas at Center Street at Washington Grove Lane, and Oak Street at Washington Grove Lane. Peter reported the Border Committee would like to make these areas more attractive and officially closed to vehicular traffic. Charlie will do some research to find out when they were closed and if they are designated fire lanes. He will work on this for one month. The Group also did more work on the Sustainability portion of the CP, Infill Development, Commercial Corner, Town Boundary issues, and future ordinance revisions. There was also a brief mention of the Commission working on ordinance revisions.

Border Committee – Update: Chairman Nagrod reported a prototype of proposed Town identity signs will be presented to the Town Council at the March meeting. The Committee is also working on the on-going issue of loud mufflers and speeders on local roads. The work involves gathering information and sending it to the police. Peter Nagrod brought up a bike path connection to Shady Grove Crossing and the County’s involvement.

Other Business: Speed cameras for Washington Grove Lane and Railroad Street are being researched.

There being no further business, the meeting adjourned at 9:15PM.

Kathryn L. Lehman, Town Clerk