



Minutes of the Planning Commission
February 1, 2023

Approved: March 1, 2023

Because of the Coronavirus pandemic, this meeting took place via ZOOM videoconference. In attendance were Commissioners Peter Nagrod, Georgette Cole, Jonathan Dail, Christine Dibble, Dave Hix, and Robert Johnson. Also in attendance were Woods Committee Co-Chair Joan Mahaffey, HPC Chair Bob Booher, and residents Paula Puglisi and Andrzej Zwanieck.

Before the start of the meeting, Andrzej Zwanieck asked if a permit was required to put a fenced garden on his property at 101 Center Street. The Commission advised Andrzej that a permit would be a good idea in order to be sure of the correct placement and fence height.

Peter Nagrod called the meeting to order at 7:35 p.m.

Approval of Agenda: Dave Hix moved to approve the agenda. Robert Johnson seconded the motion. Chairman Nagrod asked to add a budget discussion and a personnel discussion to New Business. Approved: 5-0, as amended.

Building Permit Applications: Dave Hix explained new garage plans submitted for 3 Daylily Lane. The original plan had front setback issues. Dave called the contractor and told him corrected documents should be submitted to the Town Office. Dave Hix moved to approve the garage plans for 3 Daylily Lane contingent upon receipt of corrected documents (site plan and typos). Peter Nagrod seconded the motion. Vote: 5-0.

Public Ways & Property Permits: There were none.

Public Appearances: There were none.

Approval of the Minutes – 4 January 2023: Georgette Cole moved to approve the minutes from the January PC meeting. Robert Johnson seconded the motion. A few corrections were made. Approved: 5-0, as amended.

Licensing Rentals in Washington Grove – continue discussion: Georgette Cole presented a document with Maryland Code requirements and regulations for licensing rentals. The Commission reviewed the document. There was a discussion about apparent discrepancies between owner-occupied and non-owner-occupied rentals. Information about different types of rentals (Licensing, Accessory Dwelling Units, Air BnB) found on the Montgomery County website is contradictory. Paula Puglisi reported the conflict is a result of old language concerning ADU exceptions which are no longer used but which remain on the website. There was a discussion about the following:

- Help from Montgomery County (Landlord/Tenant, Maintenance)
- Special taxes on vacant properties

- Fees to owners of vacant properties
- Montgomery County's Article 26, 29 and Title 8
- Owner-occupied properties
- Non-owner-occupied properties
- Not enough staff in Town to monitor rentals
- Licensing existing homes that have rentals

Chairman Nagrod asked the Commission to review Montgomery County Chapter 59 3.3.3a for further discussion at the next meeting.

Updates: 100 McCauley Street and 408 4th Avenue – non-complying fences:

100 McCauley Street: The fence in question is finished and compliant.

Review Document with Background Information on the PC Memo to TC Regarding the

Request to Buy Land at 404 Fourth Avenue: Christine Dibble and Georgette Cole re-formatted and edited the original draft. The Commission reviewed the document. There was a discussion about the following:

- 1990-07 ordinance (withdrawn)
- Maple Road properties (Georgette researched each address)
- Retaining open vistas on Maple Road

Peter Nagrod moved to approve the background document titled "Requested background information for the Planning Commission opinion of December 7, 2022 re: the Sale of Town Land." Georgette Cole seconded the motion. Vote: 5-0, as amended.

Report from Town Council: Christine Dibble reported the following:

- Meeting with the City of Gaithersburg Department of Transportation about the bike path connections near Railroad Street, East Diamond Avenue, and Washington Grove Lane
- The Request for Proposal (RFP) for Storm Water Management was distributed. Proposals are due February 10
- No United States Postal Service update yet
- An RFP for landscaping is in the works

Gateway Committee – Update: Chairman Nagrod reported the following:

- The renovation of 4th Avenue between McCauley Street and WG Lane is imminent. This type of renovation will be done on Grove Avenue as well.
- Wooden bollards at Center Street, Oak Street and WG Lane are installed. Identity fencing will be installed in the West Woods near the entrance to the lake.
- The directional signs to the Town Hall and the Methodist Church still need to be renovated. Peter reported that Mike Schank will provide an estimate to do this repair.

Other Business:

Johnson Alley Guardrails: Peter reported that replacement of these rails will cost around \$1,750.00

Budget Items: The Commission agreed to start the Town Land Survey Project again. This year still has \$5,000 in the budget. They will ask for another \$5,000 for the next year. Mapping projects will also be budgeted for the coming year.

Chairman Nagrod asked the Commission to help recruit a new member or alternate.

There being no further business, the meeting adjourned at 9:25 PM.

_____/s/_____
Kathryn L. Lehman, Town Clerk