



Minutes of the Planning Commission

June 7, 2023

Approved July 5, 2023

This meeting took place via ZOOM videoconference. In attendance were Commissioners Peter Nagrod, Sung Chang (alternate), Georgette Cole, Jonathan Dail, Christine Dibble, Sylvie Favret, and Robert Johnson. Also in attendance were residents Charlie Challstrom and Joan Mahaffey, and Paula Puglisi.

Peter Nagrod called the meeting to order at 7:30 p.m.

Approval of Agenda: Robert Johnson moved to approve the agenda. Sylvie Favret seconded the motion. Georgette Cole added 11 Center St to the Public Ways Permits. Peter added a dumpster motion under Other Business. *Approved 5-0, as amended.*

Election of Planning Commission Chair: Peter Nagrod nominated Georgette Cole as the new Planning Commission Chair. Robert seconded. *Approved: 5/0.*

Building Permit Applications:

336 Ridge Road – Update fence permit. Resident found the corner markers using Charlie’s GPS coordinates. Their neighbors are all in agreement on the installed fence.

Public Ways & Property Permits:

WSSC application for sewer lateral replacement at 11 Center St. The permit came in on June 1 but the applicant says the sewer line is 50% blocked by tree roots and causing backups. Georgette Cole moved it be approved tonight under emergency status. Peter Nagrod seconded. *Approved: 5/0.*

WSSC replacement of the sewer line and selected laterals on Chestnut Avenue has started and is going well. The repair of the road and drain where the new EVC station was connected by a Pepco subcontractor have not yet been done. Mayor Compton has reminded Pepco of this.

Peter and Georgette welcomed the new Planning Commissioners: Sylvie Favret as a full member filling the remainder of Peter Nagrod’s term and Sung Chang as the new alternate filling the remainder of Jon Dail’s term.

Public Appearances: There were none.

Approval of the Minutes:

- **April 19, 2023 work session:** Robert Johnson moved to approve the April 19 minutes of the Planning Commission work session. Peter Nagrod seconded the motion. *Approved: 3/0.*

- **May 3, 2023 Planning Commission Meeting:** Georgette Cole moved to approve; Robert Johnson seconded. Changes were made to the language in four sections. *Approved: 4/0 as amended.*

ADU Process Planning: Chairman Cole said that the ordinance proposal assembled by Charlie Challstrom was comprehensive and thorough. She suggested that the Planning Commission should first try to understand what Charlie has crafted. After that we can work on understanding the Montgomery County regulations and decide how best to integrate the two areas for use in Washington Grove. She suggested Charlie go over the proposed ordinance in detail so Commissioners could ask questions about it.

Topics covered included:

- Building on details of the 2022 Comprehensive Plan
- When we first became aware of ADUs in Montgomery County
- Building a framework for moving forward
- Changing the single-family zoning
- Accessory use to the primary residence
- Licensing for acceptable ADUs
- Consistency
- Use of Montgomery County for enforcement

Georgette Cole will send material about Montgomery County ADUs to Commission members. Charlie Challstrom answered a few more questions.

At the end of questions/discussion, Robert Johnson moved that the Planning Commission accept Charlie's draft ordinance as a working document going forward. Georgette Cole seconded the motion. Approved 5/0. The draft can be used for talking points and framework. The 2022 Comprehensive Plan gives us policy guidance when considering changes to Washington Grove's ordinances.

We also discussed standardizing the "sleeping, cooking, sanitation" requirements for an ADU. We also acknowledged the need for careful consideration of the parking requirements. The Montgomery County standards for ADU parking will not work well for our small, narrow-streeted town. Charlie has carefully considered this in his proposed ordinance changes which maintain the four cars per property under one owner.

Identifying Parcels to be Surveyed and Method to Select a Surveyor: Snider and Associates has been sold and the new company no longer does block surveys, only individual property surveys. Charlie is planning to update his map of Washington Grove survey markers and thinks another 50 may be added to the 434 currently on it. Peter, Robert, and Charlie have volunteered to act as a Survey Marker sub-committee to the Planning Commission.

Report From Town Council: Peter Nagrod had nothing new to report.

Gateway Committee: Peter Nagrod had nothing new to report.

Other Business: Peter Nagrod says that Commercial Corner owner, Tatiana Bell, is willing to move the dumpster. The Planning Commission needs to help her do that. Peter suggests Article VII, Section 6.231(d) be modified to delete “trash or garbage” so that a modest trash receptacle can be placed behind the Commercial Corner on Hickory Rd where there is screened space behind the Commercial Corner building next to a current air handling unit. He would like a draft ZTA to be prepared for this purpose. Peter and Georgette will collaborate on this.

Planning Commission Secretary, Kathy Lehman, asked if we have a survey for The Circle. Since all of the blocks surrounding the inner circle have been surveyed, we have both the inner and the outer parameters defined.

There being no further business, the meeting was adjourned at 10:02 pm.

/s/
Kathryn L. Lehman, Town Clerk