



Minutes of the Planning Commission
July 5, 2023
Approved: August 2, 2023

This meeting took place via ZOOM videoconference. In attendance were Commissioners Sung Chang (alternate), Georgette Cole (Chair), Jonathan Dail, Sylvie Favret, Robert Johnson, and Peter Nagrod. Several residents also attended.

Georgette Cole called the meeting to order at 7:30 p.m.

Approval of Agenda: Peter Nagrod moved to approve the agenda. Robert Johnson seconded the motion. The Commission added a discussion about the process for handling Planning Commission minutes *Approved 5-0, as amended.*

Building Permit Applications:

- **103 Brown Street – porch.** Jonathan and Sylvie worked on this together. Jonathan explained the plan to the commission. He reported the setbacks are fine, the front porch will be 8ft. and the Chestnut side will be 10 feet, and there will be no change in enclosed space. The HPC reviewed the revised application. Georgette Cole moved to approve the building permit application for 103 Brown Street contingent on Jonathan Dail receiving the plan submitted to Montgomery County and it being substantially the same as what we looked at tonight. Jonathan Dail seconded the motion. *Approved: 5-0, as amended.*
- **406 Grove Avenue – fence.** Robert Johnson explained the fence proposal. The current fence is well within the property line. The Commission discussed the ordinance restriction of four feet high in the front. Robert reviewed his analysis. Robert moved to approve the permit application for a fence at 406 Grove Avenue with the front being reduced to four feet. Peter Nagrod seconded the motion. *Approved: 5-0, as amended.*

Public Ways & Property Permits: Update 103 Brown Street Washington Gas Permit – It was reported that the project is moving forward. There was a brief discussion about the charging station.

Public Appearances: There were none.

Approval of the Minutes – June 7, 2023: The Commission reviewed the document. Robert Johnson moved to approve the Planning Commission minutes from June 7, 2023. A slight duplication was noted. Georgette Cole seconded the motion. *Approved: 5/0, as amended.*

Process for Meeting Minutes: Chair Georgette Cole would like to receive draft minutes nine to 12 days after the PC meeting. The draft minutes will then be sent to the members for review and then to Christine for posting on the website two weeks after the PC meeting.

ADU Process Planning – Discuss Montgomery County Regulations: Georgette Cole reported that she received ADU information from the County and sent it to the Commission. She encouraged them to read the documents. There was a discussion about the following:

- Permits
- Enforcement
- Short term rentals
- MoCo Article 59
- Parking
- Owner occupied properties
- Age limits
- Fire Code (garages, window well)
- License

Action Item: Georgette and Sylvie volunteered to form a sub-committee to go through the County regulations.

Discuss Amending Article VII, Section 6.231(d) to Enable More Location Flexibility for Loading and/or Transfer Activities at the Commercial Corner: The Commission reviewed an ordinance revision prepared by Charlie Challstrom. Rules for trash disposal are in several places throughout the ordinances. Robert Johnson suggested some changes to the language as well.

Action Item: Georgette will add two sentences and send them to the Commission.

Identifying Parcels to be Surveyed and Method to Select a surveyor: REMOVED

Action Item: Robert will assemble a plan for the maps most needed by the town by the September PC meeting.

Report From Town Council: Peter Nagrod reported about the following:

- Bike Path – A recent meeting with County representatives proved to be a bit confusing. After some discussion, the County seemed to be listening to the Town.
- Railroad Street Culvert – The culvert repairs are finished but there still may be some drainage problems on the town side.
- PO Boxes – The fees for PO Box rentals have been removed.
- 150 Anniversary – The plans for this celebration are moving ahead smoothly.

Gateway Committee: Peter explained that Jonathan Dail is the new Chair of this Committee. He reported that the Welcome to Washington Grove date correction signs are now installed. The culverts on Washington Grove Lane were discussed with the County. They will not install any railings. The Commission also discussed the number of signs at certain intersections, decom-missioning Oak St. at WG Lane and Center St. at WG Lane, and possibly removing asphalt at these locations. Peter said there is a Montgomery County grant program to remove concrete/hard surfaces and replace them with permeable surfaces. This may dovetail with the Town goal of using both Center and Oak Street to slow water flow into the West Woods. The Soltesz report on stormwater management is expected soon. Peter will continue to investigate the MC grant program.

