



Because of the Coronavirus pandemic, this meeting took place via ZOOM videoconference. In attendance were Commissioners Georgette Cole, Sylvie Favret, Robert Johnson, Peter Nagrod. Also present were HPC member Marilynn Frey and Woods Committee Co-Chair Joan Mahaffey.

Georgette Cole called the meeting to order at 7:32 p.m.

Approval of Agenda: Peter Nagrod moved to approve the agenda. Robert Johnson seconded the motion. *Approved 4-0.*

Building Permit Applications:

405 Brown Street – Montgomery County Department of Permitting Services needs the Town to sign off on the placement of a new heat pump at this address. Georgette will sign the permit. Peter Nagrod moved to approve the permit. Robert Johnson seconded the motion. *Approved 4-0.*

121 Maple Road:

A preliminary review of this project revealed conflicting surveys for this property. The plat disagrees with the deed. Official correspondence to the property owners explaining the need for a Boundary Survey will take place. There is also a Maple Avenue vs. Maple Road issue with labeling on the current application. That will be addressed as well.

411 Grove Avenue – update:

Robert Johnson reported that no permit application had been received yet. He gave a brief history of the alley between 411 and 413. The property owners need to get a new survey.

Public Ways & Property Permits:

There were none.

Public Appearances:

There were none.

Approval of the Minutes – January 3, 2024:

Peter Nagrod moved to approve the minutes of the January 3, 2024 Planning Commission meeting. Robert Johnson seconded the motion. A few modifications were made. *Approved: 4-0.*

Review Status of ADU Zoning Text Amendment:

The Commission discussed the following:

- Being co-equal with County government
- ADU process
- Best practices

- County enforcement
- Setbacks for detached ADUs

Discuss Planning Commission Areas to Focus on in 2024:

Georgette Cole encouraged PC Members to pick an area of interest to work on. The list can be found in the minutes from January 3, 2024.

Commercial Corner Update:

The Commission congratulated Peter on the removal of the dumpster. His interactions with the Commercial Corner owner and the property manager have been quite productive. John Compton, Bob Booher, Peter Nagrod, and Barbara Raimondo had a meeting with the owner and property manager to discuss the new trash management plan and the types of new businesses which might be possible. The group believes that the appearance of the building needs attention as well. It is possible that the owner of the Commercial Corner will allow use of a strip of land along the South side of the property in order to facilitate the Gaithersburg-Washington Grove Shared Use Path.

Report From Town Council:

It was reported that the Town Attorney is back in the loop of the discussion concerning neglected homes. Joan Mahaffey reminded members of the existing petition which is being addressed.

Gateway Committee:

Peter reported that there were 87 pounds of trash collected at the most recent volunteer day.

Peter also met with Steve and RJ to discuss sign straightening and replacement.

Other Business:

Nothing to report.

There being no other business, the meeting adjourned at 8:35 pm.

_____/s/
Kathryn L. Lehman, Town Clerk