



This meeting took place via ZOOM videoconference. Georgette Cole called the meeting to order at 7:31 p.m. In attendance were Commissioners Bob Christin, Georgette Cole (Chair), Sylvie Favret, Robert Johnson, Jeff McCrehan, and Peter Nagrod (TC Liaison). Also in attendance were Joan Mahaffey, Paula Puglisi, and Historic Preservation Commission Chair Bob Booher.

**Approval of Agenda:** Peter Nagrod moved to approve the agenda. Robert Johnson seconded the motion. Georgette Cole added two items. *Approved 5-0.* as amended.

**Building Permit Applications:** There were none.

**Public Ways & Property Permits:** There were none.

**Public Appearances:** There were none.

**Approval of the Minutes:** January 8, 2025.

Robert Johnson moved to approve the January minutes. Peter Nagrod seconded the motion. The Commission changed language regarding the submission of building permit applications. Christine Dibble will add the new language to the website. *Approved: 5-0.*

**Review draft ordinance changes for the Commercial Corner. If all goes well, we will be able to send a proposed ordinance to the Town Council before their March 10 Meeting.**

The Commission discussed the following:

- Comprehensive Plan guidance
- By right uses = permitted uses
- Conditional uses – How should the approval process work
- Special Exceptions

Georgette suggested a smaller work group be formed to study allowable uses. New language is needed as well as specific criteria. Peter Nagrod, Robert Johnson, and Bob Booher will meet on February 12 to do this. The new draft will be sent to the Commissioners for consideration prior to the next meeting.

**Review PC Budget Submission for FY 2026:** Georgette Cole showed the FY 2026 budget. The Planning Commission responsibilities include surveying, mapping, and code enforcement. Peter Nagrod would like to see a survey done on Railroad Street to clarify the property lines. Peter Nagrod moved to use the remaining \$5,000 from the FY 2024 budget to determine the South boundary of the Town along Railroad Street. Georgette seconded the motion. Vote: 5-0.

**Change in Fence Permit Requirements:** Robert Johnson presented his draft ordinance to amend Article IV regarding fence permits. He explained that the current requirement to get Montgomery

County permit after getting the Washington Grove permit was redundant and an unnecessary burden for residents. Peter Nagrod moved to accept the draft. Jeff McCrehan seconded the motion. A discussion ensued. It was noted the fee schedule should also be updated. Vote: 5-0, as amended.

**Washington Grove Connector Update:** The Montgomery County Department of Transportation 35% plan was held up during the mandatory referral process. The Montgomery County Planning Department reviewer cited problems with the Forest Conservation plan which resulted in additional compliance work. The Washington Grove Planning Commission will also need to sign off on the Forest Conservation Act (FCA) requirement for our Town. Fortunately, the area impacted by the Connector project is so small our Article XIV (FCA) does not apply to it.

**Report from Town Council:** Peter Nagrod reported the following:

- Myers and Laws will remove trees from the Meadow. This is the first part of Phase 1.
- The Meadow Committee is now an official group.
- The Town Council adopted the use of Robert's Rules of Order for their meetings.
- The Council approved the use of salt on Town roads under emergency conditions.
- The Annual Town Meeting will be held in a hybrid form. Two regular Town Council meetings will be held to assess how this works.
- Residents are asking for the Town Council to consider additional speed humps around Town.
- Mayor and Town Council reviewed and discussed Resolution 2025-01 (Vacant Homes). The motion to introduce it was moved to the March 10 meeting to allow time to get an opinion from the Town Attorney.
- The jungle gym in Woodward Park will remain there until the Playground Committee presents its Comprehensive Plan. Action on individual pieces will wait until the overall plan is decided.

**Gateway Committee Update:** Peter reported that RJ Landscaping will start additional clearing along Railroad Street this week.

**Other Business:** none

There being no other business, the meeting adjourned at 9:08 pm.

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Kathryn L. Lehman, Town Clerk