

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

March 3, 2008

CALL TO PODIUM:

Greg Ossont

RESPONSIBLE STAFF:

**Greg Ossont, Director
Planning and Code Administration**

Lauren Pruss, Planning Director

**Trudy Schwarz, Community Planning
Director**

AGENDA ITEM:

(please check one)

| | |
|-------------------------------------|------------------------------|
| <input type="checkbox"/> | Presentation |
| <input type="checkbox"/> | Proclamation/Certificate |
| <input type="checkbox"/> | Appointment |
| <input type="checkbox"/> | Joint Public Hearing |
| <input type="checkbox"/> | Historic District |
| <input type="checkbox"/> | Consent Item |
| <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Policy Discussion |
| <input type="checkbox"/> | Work Session Discussion Item |
| <input checked="" type="checkbox"/> | Other: |

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

| | |
|-------------------|-----|
| Introduced | N/A |
| Advertised | |
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| Hearing Date | |
| Record Held Open | |
| Policy Discussion | |

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| TITLE: Staff Guidance |
| Staff Guidance on Preparing a Draft Text Amendment to be Advertised for Public Hearing |

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| SUPPORTING BACKGROUND: |
| Please see the attached memorandum from Planning and Code Administration Director Greg Ossont. |

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| DESIRED OUTCOME: |
| Staff Guidance. |

MEMORANDUM TO: Mayor and City Council

VIA: James D. Arnoult, Acting City Manager

FROM: Greg Ossont, Director
Planning and Code Administration

DATE: February 27, 2008

SUBJECT: Proposed Text Amendment

Staff recently received a request to review the section of the zoning ordinance that applies to bed and breakfast establishments. Section 24-167B of the City Code establishes bed and breakfast uses under certain requirements. A copy of the existing code section is attached for your review.

Specifically, staff was asked to review the code as it relates to the time restrictions for serving meals (Section 24-167B(7)) as well as potential ancillary uses under the bed and breakfast use. Upon review, staff noted that permitting events or functions such as afternoon teas or similar gatherings would necessitate a text amendment to the existing code.

If it meets with the Mayor and Council's approval, staff could prepare a text amendment to be advertised for public hearing to allow for these types of ancillary uses associated with bed and breakfast uses. Staff will be at the regular meeting March 3, 2008 to receive guidance on this matter.

If you have any questions, please contact me directly at 301-258-6330 or gossont@gaitthersburgmd.gov

Attachment

Distribution:

F. Felton
L. Pruss
T. Schwarz
L. Board