

September 19, 2008

Bonnie Geiger  
Law Section  
The Gazette Newspaper  
2-A North Market Street  
Frederick, Maryland 21701

Dear Ms. Geiger:

Please publish the following legal advertisement in the **September 24** and **October 1, 2008**, issues of the Gaithersburg Gazette.

Sincerely,



Greg Ossont  
Director of Planning & Code Administration    ASSIGNED CODE: MP-2-08    Acct. No. 133649

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**NOTICE OF JOINT PUBLIC HEARING**

**MASTER PLAN AMENDMENT MP-2-08:  
MUNICIPAL GROWTH, AN ELEMENT OF  
THE CITY OF GAITHERSBURG MASTER PLAN**

The Mayor and Council and Planning Commission of the City of Gaithersburg, Maryland, will conduct a joint public hearing on Master Plan Amendment MP-2-08, The Municipal Growth Element of the City's Master Plan, on

**MONDAY  
DECEMBER 1, 2008  
AT 7:30 P.M.**

or as soon thereafter as this matter can be heard in the Council Chambers at 31 South Summit Avenue, Gaithersburg, Maryland.

Gaithersburg, as an incorporated city, is subject to Article 66B–Land Use, of the Annotated Code of Maryland, Section 3.05, of Article 66B, requires that the City's Master Plan shall be reviewed



and if necessary revised or amended at least once every six years. House Bill (HB) 1141 amended Section 3.05 (a)(4) of Article 66B and added the requirements for the Municipal Growth Element defined in new Section 3.05(a)(4)(x).

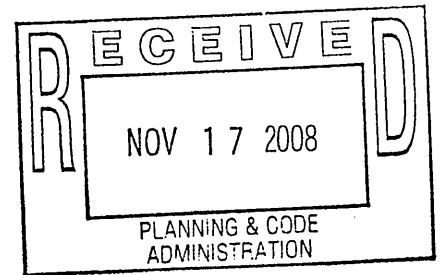
Public comment is invited at the joint public hearing on the Municipal Growth Element Amendment. Further information is available, as well as the Municipal Growth Element, for public inspection at the Department of Planning and Code Administration at City Hall, 31 South Summit Avenue, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Municipal Growth Element can also be viewed on the City's website at [www.gaithersburgmd.gov](http://www.gaithersburgmd.gov).

To register your intent to testify at the public hearing, or for any questions related to the draft element, please contact Greg Ossont at the Planning and Code Administration at (301) 258-6330.

Greg Ossont, Director of Planning & Code Administration

# The Gazette

9030 Comprint Court, Gaithersburg, MD 20877 301-846-2100



This is to certify that the annexed advertisement of NOTICE OF JOINT PUBLIC HEARING MP-2-08 was published in The Gaithersburg Gazette .A weekly newspaper published in Montgomery County, Maryland. The ad appeared once a week for 2 week (s), before 10/2/08.

Copy of Ad Attached  
Ad Order Number 1651534

Publication Dates

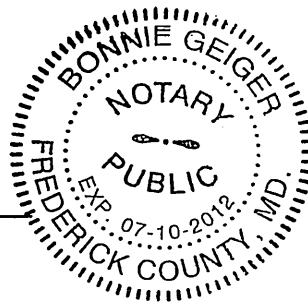
9/24/08

10/1/08

Gazette Legal Advertising Department

A handwritten signature in cursive script, appearing to read "Bonnie Geiger", written over a horizontal line.

Notary  
My Commission Expires \_\_\_\_\_



**JOINT  
EXHIBIT**  
3  
MP-2-08

**NOTICE OF JOINT PUBLIC HEARING**

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Public comment is invited at the joint public hearing on the Municipal Growth Element Amendment. Further information is available, as well as the Municipal Growth Element, for public inspection at the Department of Planning and Code Administration at City Hall, 31 South Summit Avenue, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Municipal Growth Element can also be viewed on the City's website at [www.gaithersburgmd.gov](http://www.gaithersburgmd.gov).

To register your intent to testify at the public hearing, or for any questions related to the draft element, please contact Greg Ossont at the Planning and Code Administration at 301-258-6330.

Greg Ossont, Director of Planning & Code Administration

(9-24-08)



September 24, 2008

Ms. Shari Wilson, Secretary  
Maryland Department of the Environment  
1800 Washington Blvd  
Baltimore, MD 21230

Dear Secretary Wilson,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

If you have any additional questions about the City of Gaithersburg's Master Plan update process, please don't hesitate to call me at (301) 258-6330.

Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss



City of Gaithersburg • 31 South Summit Avenue, Gaithersburg, Maryland 20877-2098  
301-258-6300 • FAX 301-948-6149 • TTY 301-258-6430 • cityhall@gaitthersburgmd.gov • www.gaitthersburgmd.gov

MAYOR  
Sidney A. Katz

COUNCIL MEMBERS  
Jud Ashman  
Cathy C. Drzyzgula  
Henry F. Maraffa, Jr.  
Michael A. Sesma  
Ryan Spiegel

CITY MANAGER  
Angel L. Jones



September 24, 2008

Secretary John D. Porcari  
Maryland Department of Transportation  
7201 Corporate Center  
Hanover, MD 21076

Dear Secretary Porcari,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

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September 24, 2008

Michael J. Nortrup  
Maryland Department of Planning  
301 West Preston Street, Suite 1101  
Baltimore, MD 21201

Dear Mr. Nortrup,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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CITY MANAGER  
Angel L. Jones



September 24, 2008

Mr. Richard Eberhart Hall, Secretary  
MD Department of Planning  
301 W. Preston St., Suite 1101  
Baltimore, MD 21201-2305

Dear Secretary Hall,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Greg Ossont, Director  
Planning and Code Administration

Enclosures

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Rob Robinson  
Lauren Pruss



September 24, 2008

Secretary John R. Griffin  
Maryland Department of Natural Resources  
580 Taylor Avenue  
Tawes State Office Building  
Annapolis, MD 21401

Dear Secretary Griffin,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss



September 24, 2008

Mr. Paul DesJardin, Chief of Housing and Planning  
Dept Of Human Services, Planning, & Public Safety  
Metropolitan Washington Council of Governments  
777 N Capitol Street NE, Suite 300  
Washington, DC 20002

Dear Mr. DesJardin,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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September 24, 2008

Carla Reid, Director  
Montgomery County Department of Permitting Services  
255 Rockville Pike, 2<sup>nd</sup> Floor  
Rockville, MD 20850-4166

Dear Ms. Reid,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Sincerely,

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Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss

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September 24, 2008

Mr. Marcel C. Acosta, Executive Director  
National Capital Planning Commission  
401 9th Street NW  
North Lobby, Suite 500  
Washington, DC 20004

Dear Mr. Acosta,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Planning and Code Administration

Enclosures

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September 24, 2008

Rollin Stanley, Planning Director  
Maryland National Capital Park & Planning Commission  
8787 Georgia Avenue  
Silver Spring, MD 20910-3760

Dear Mr. Stanley,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss



September 24, 2008

The Honorable Isiah Leggett  
Montgomery County Executive  
101 Monroe Street, 2nd Floor  
Rockville, MD 20850

Dear County Executive Leggett,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Angel L. Jones



September 24, 2008

David Levy, Chief of Long Range Planning  
Department of Community Planning & Development Services  
City Of Rockville  
111 Maryland Avenue, 2<sup>nd</sup> Floor  
Rockville, MD 20850

Dear Mr. Levy,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss



September 24, 2008

Teresa D. Daniell, Interim General Manager  
Washington Suburban Sanitary Commission  
14501 Sweitzer Lane, 7th Floor  
Laurel, MD 20707

Dear Ms. Daniell,

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Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss



September 24, 2008

Mr. Bruce Crispell, Director  
Division of Long Range Planning  
Montgomery County Public Schools  
2096 Gaither Road, Suite 201  
Rockville, MD 20850

Dear Mr. Crispell,

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September 24, 2008

Ms. Nancy Sturgeon, Principal Planner  
Community Planning  
Maryland National Capital Park & Planning Commission  
8787 Georgia Avenue  
Silver Spring, MD 20910-3760

Dear Ms. Sturgeon,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss



September 24, 2008

Mr. Scott Gutschick  
Senior Planning Specialist  
Montgomery County Fire & Rescue Service  
101 Monroe Street, 12<sup>th</sup> Floor  
Rockville, MD 20850

Dear Mr. Gutschick,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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September 24, 2008

Stella S. Fiotes, AIA  
Chief Facilities Management Officer  
National Institute of Standards and Technology  
100 Bureau Drive, Mailstop 1900  
Gaithersburg, MD 20899-1900

Dear Ms. Fiotes,

On behalf of the City of Gaithersburg I am sending you a draft copy of the Municipal Growth Element of the 2003 Master Plan. Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

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September 24, 2008

John R. Bollinger, PE  
Division Chief, Plant Division  
National Institute of Standards and Technology  
100 Bureau Drive, Mailstop 3510  
Gaithersburg, MD 20899-3510

Dear Mr. Bollinger,

On behalf of the City of Gaithersburg I am notifying you that a draft copy of the Municipal Growth Element of the 2003 Master Plan is now available for review and comment. A copy of the draft Element is available for download on the City's website, [www.gaithersburgmd.gov](http://www.gaithersburgmd.gov), by following the Master Plan link. Printed copies are available at City Hall during regular business hours.

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September 24, 2008

Mr. Arthur Holmes, Director  
Montgomery County DPW&T  
101 Monroe St, 10th Floor  
Rockville, MD 20850

Dear Mr. Holmes,

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September 24, 2008

Captain Alan M. Goldberg, Commander  
Montgomery County Police, 6<sup>th</sup> District  
18749 North Frederick Avenue, Suite F  
Gaithersburg, MD 20879

Dear Mr. Goldberg,

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Lauren Pruss

City of Gaithersburg • 31 South Summit Avenue, Gaithersburg, Maryland 20877-2098  
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Cathy C. Drzyzgula  
Henry F. Maraffa, Jr.  
Michael A. Sesma  
Ryan Spiegel

CITY MANAGER  
Angel L. Jones



September 24, 2008

Ms. Mary Bradford, Director  
Montgomery County Department of Parks  
9500 Brunett Avenue  
Silver Spring, MD 20901

Dear Ms. Bradford,

On behalf of the City of Gaithersburg I am notifying you that a draft copy of the Municipal Growth Element of the 2003 Master Plan is now available for review and comment. A copy of the draft Element is available for download on the City's website, [www.gaithersburgmd.gov](http://www.gaithersburgmd.gov), by following the Master Plan link. Printed copies are available at City Hall during regular business hours.

Over the next sixty days we will be receiving comments on the draft Municipal Growth Element to forward to our Mayor and City Council and Planning Commission for review. The City Council, Planning Commission, and I appreciate the opportunity to have your input into the decision-making process. We are seeking input from your organization, and we appreciate your timely review and comment on this document.

If you have any additional questions about the City of Gaithersburg's Master Plan update process, please don't hesitate to call me at (301) 258-6330.

Sincerely,

Greg Ossont, Director  
Planning and Code Administration

Enclosures

cc: Kirk Eby  
Rob Robinson  
Lauren Pruss

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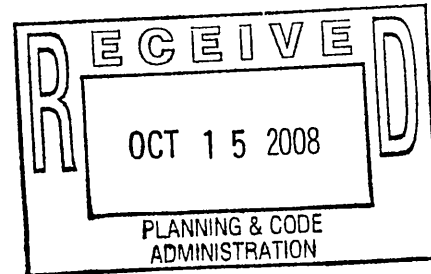


MONTGOMERY COUNTY FIRE AND RESCUE SERVICE

Isiah Leggett  
County Executive

Thomas W. Carr, Jr.  
Fire Chief

October 13, 2008



Greg Ossont, Director  
Planning and Code Administration  
City of Gaithersburg  
31 South Summit Avenue  
Gaithersburg, MD 20877-2098

Dear Mr. Ossont:

I have reviewed the draft copy of the "Growth Element" of the City of Gaithersburg Master Plan. My specific comments concern Section 9.2 – "Fire and Emergency Services" – on page 32. Please see the enclosed copy of page 32 on which I have provided hand written comments for your consideration. My comments are predominantly updates; for example, new names for the new Germantown stations that will provide supplemental service within the City of Gaithersburg. Please note that these name changes should also be reflected in the map on page 33 showing fire station locations and response coverage.

Thank you for the opportunity to review this draft document and to provide comments. If you have any questions or need additional information, please contact me on 240-777-2417 or at [scott.gutschick@montgomerycountymd.gov](mailto:scott.gutschick@montgomerycountymd.gov).

Sincerely,

Scott A. Gutschick  
Planning Section Manager, MCFRS

Enclosure

cc: D/C Michael Love, MCFRS



## 9. Public Safety

### 9.1 Police

The City of Gaithersburg is currently served by the Gaithersburg City Police Department in conjunction with the Montgomery County Police Department (MCPD) District 6 pursuant to a memorandum of understanding<sup>18</sup>. The delineated MEL areas are served solely by the MCPD. The City force, according to the FY 09 budget, is staffed by 54 sworn officers and District 6, as of 2007, has 123 sworn officers.

It is understood that either of the projected 2030 growth populations will most likely necessitate increased numbers of police. However, the future geography and demographics of crime cannot be accurately predicted therefore specific staffing levels are not defined. The appropriate levels of staffing for the two police departments will depend upon local tailored solutions to meet local conditions at that time.

### 9.2 Fire and Emergency Services

The Montgomery County Fire and Rescue Services (MCFRS) provide fire protection and emergency medical services to the City of Gaithersburg<sup>19</sup>. Three current fire stations provide the majority of the fire and rescue service to Gaithersburg: Stations 8, 28, and 31. These stations are supplemented by surrounding fire stations during major or concurrent incidents. The National Institute of Standards and Technology (NIST) operates Station 53. Five additional stations are planned or proposed in or near the Gaithersburg area. Three of these stations, Travilah, Germantown East, and Germantown West, were included in the County's FY07-12 CIP budget. Two additional stations, the "Shady Grove" station and "Montgomery Village North" station, are in the early stages of planning and could be considered operational by 2030.

Future development must address emergency services as defined in the City's APFO, which states:

**"Sec. 24-248. Fire and Emergency Services.**

- (a) **Fire and emergency response.** 10 minute full response availability shall be provided for all proposed development. A full response time is defined as the time required for receiving, processing, and traveling to the site of an emergency call from at least 2 stations. Fire and rescue stations included and receiving funding in the Montgomery County Capital Improvements Program (CIP) shall be countable."

<sup>18</sup> A more complete discussion of Police services can be found in the City of Gaithersburg Community Facilities Element

<sup>19</sup> A more complete discussion of Fire and Rescue services can be found in the City of Gaithersburg Community Facilities Element

Medical

which also provides off-site services under a mutual aid agreement with MCFRS.

Milestone

Kingsview

09-14

if approved,

within the 2016-2020 time frame.



# Washington Suburban Sanitary Commission

14501 Sweitzer Lane • Laurel, Maryland 20707-5902

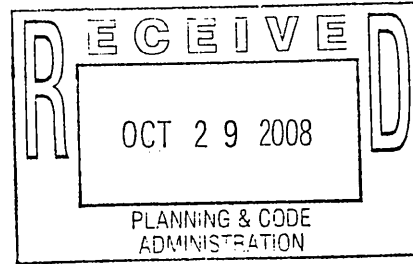
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INTERIM  
GENERAL MANAGER  
Teresa D. Daniell

INTERIM DEPUTY  
GENERAL MANAGER  
Rudolph S. Chow

October 23, 2008

Mr. Greg Ossont, Director  
Planning and Code Administration  
City of Gaithersburg  
31 South Summit Avenue  
Gaithersburg, MD 20877-2098



Dear Mr. Ossont:

Thank you for your letter of September 24, 2008, giving the Washington Suburban Sanitary Commission (WSSC) the opportunity to review the draft copy of the City of Gaithersburg Municipal Growth Element of the 2003 Master Plan.

Given the high level nature of this evaluation, it is very difficult to come to any general conclusions regarding the adequacy of the Commission's water and sewer system to provide service for the projected 2030 full buildout of the City as presented in Chapter 10. WSSC's ability to provide water and sewer service would be dependent on the location, timing and density of specific development proposals and would have to be determined as specific development proposals are submitted. If improvements to our water and/or sewer system are required, we would expect to be able to accommodate them given adequate notice and funding via our Capital Improvement Program and development services processes.

Thank you again for the opportunity to comment on this document. If you have any questions or need any additional information, please contact Mr. Craig Fricke of our Planning Group at 301-206-8815 or [cfricke@wsscwater.com](mailto:cfricke@wsscwater.com).

Sincerely,

Teresa D. Daniell  
Interim General Manager





**MARYLAND DEPARTMENT OF THE ENVIRONMENT**

1800 Washington Boulevard • Baltimore MD 21230

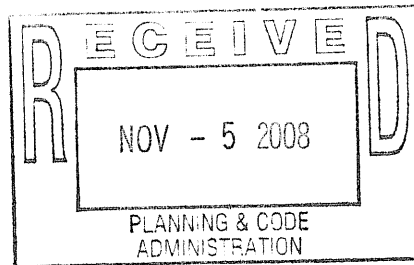
410-537-3000 • 1-800-633-6101

Martin O'Malley  
Governor

Anthony G. Brown  
Lieutenant Governor

Shari T. Wilson  
Secretary

Robert M. Summers, Ph.D.  
Deputy Secretary



November 3, 2008

Greg Ossont, Director  
Planning and Code Commission  
City of Gaithersburg  
31 South Summit Avenue  
Gaithersburg, MD 20877-2098

Dear Mr. Ossont:

Thank you for your letter to Secretary Shari T. Wilson regarding the draft Municipal Growth Element of the Gaithersburg Master Plan. The Secretary received your letter and asked me to respond on her behalf.

The Maryland Department of the Environment (MDE) appreciates the opportunity to review the draft Gaithersburg Municipal Growth Element. However, to ensure that your office receives comments from all State agencies, MDE recommends that you submit the Municipal Growth Element to the Maryland Department of Planning to initiate the Clearinghouse review process.

Thank you again for your letter. If you would like further information, please contact me at 410-537-3567 or by e-mail at [jsakai@mde.state.md.us](mailto:jsakai@mde.state.md.us).

Sincerely,

Jay G. Sakai, Director  
Water Management Administration

cc: Shari T. Wilson, Secretary





November 7, 2008

Mr. Greg Ossont  
Director, Planning and Code Administration  
City of Gaithersburg  
31 South Summit Avenue  
Gaithersburg, MD 20877-2098

RE: City of Gaithersburg – Master Plan  
Municipal Growth Element – Draft: 9/24/08

Dear Mr. Ossont,

Thank you for providing NIST the opportunity to review the City of Gaithersburg's Master Plan Municipal Growth Element. The following are our comments:

1. Page 13, Table 6, Footnote 6 – NIST maintains a total of 2,565,833 net assignable sq ft. or 3,426,802 gross sq ft. at the Gaithersburg location. Those numbers include “temporary” buildings and trailers. The current census is 3,568 people working at NIST Gaithersburg.
2. Page 21, Map 2: MEL for Gaithersburg – Recommend showing the NIKE site, south of the NIST campus, as part of the Maximum Expansion Limits. It is described in the “Community Facilities Element” Section 3.1.4 and is shown on Map 4: Federal Facilities, in the same document.
3. It is assumed that the NIST campus is included in the maximum expansion limits in case NIST were to ever vacate the site. Please inform us if this assumption is incorrect.

Please feel free to contact me with any follow-up questions or concerns.

Sincerely,

Susan P. Cantilli, RA  
Office of the Chief Facilities Management Officer

cc:  
Stella Fiotes  
John Bollinger





**Maryland Department of Transportation**  
The Secretary's Office

**Martin O'Malley**  
Governor

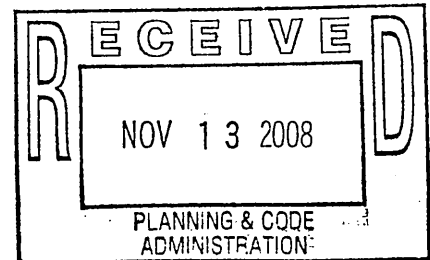
**Anthony G. Brown**  
Lt. Governor

**John D. Porcari**  
Secretary

**Beverley K. Swaim-Staley**  
Deputy Secretary

November 7, 2008

Mr. Greg Ossont  
Director  
Planning and Code Administration  
City of Gaithersburg  
31 South Summit Avenue  
Gaithersburg MD 20877-2098



Dear Mr. Ossont:

Thank you for your letter and for providing a copy of the City of Gaithersburg's Draft Municipal Growth Element of the 2003 Master Plan for our review. The Maryland Department of Transportation (MDOT) appreciates the opportunity to review this guide of anticipated future development and potential impacts in Gaithersburg. Inasmuch as there is not a specific transportation element within the Municipal Growth Element, our comments are limited. We can offer the following:

1. MDOT recognizes and supports Gaithersburg's initiation of Transit Oriented Development (TOD) opportunities. TOD presents an opportunity to increase transit ridership and reduce automobile trips. Smart Growth and TOD require a coordinated assessment of transit facilities and land use policies. MDOT encourages the continued pursuit and promotion of high-density, mixed-use TOD "Town Centers" at the existing MARC stations as well as at the future Corridor Cities Transitway (CCT) stations. We also support intermodal connections, pedestrian accessibility and diversity in housing and job opportunities.
2. Although Gaithersburg is not responsible for maintaining many of the services and infrastructure enjoyed by its residents, MDOT encourages the City to increase its coordination efforts with those agencies that provide such maintenance prior to any redevelopment decisions. In that way, the impacts of the City's decisions are better understood by public agencies and the residents themselves. This coordination is especially important in locations where capacity expansion is not possible, and where transit service is also not likely.
3. With regard to City infrastructure, we encourage the practice of partnering with the development community in obtaining the necessary land and improvements to facilitate planned growth and redevelopment. Local officials should also consider the capacity to leverage City funds for the highest infrastructure priorities.
4. The large increases in forecasted population and jobs by 2030 will add further strain to already congested highway corridors. In an effort to handle future increases in traffic, the State Highway Administration (SHA) and the Maryland Transit Administration (MTA) are partnering to analyze congestion reducing alternatives along I-270 and US 15. Concentrating development in the existing priority funding areas and encouraging increases in density will assist MTA and SHA in the study and in constructing future improvements. It is recommended that the City of Gaithersburg, Montgomery County, SHA and MTA continue to work collaboratively to address the future infrastructure needs.

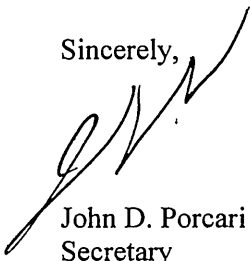
My telephone number is 410-865-1000.  
Toll Free Number 1-888-713-1414 TTY Users Call Via MD Relay  
7201 Corporate Center Drive, Hanover, Maryland 21076



5. The Department applauds the City's 2007 adoption of an Adequate Public Facilities Ordinance (APFO), and encourages the City not to exempt this requirement from future annexation agreements, unless proffers in those agreements meet or exceed the APFO standards. Appropriate review and remediation of APFO-related growth constraints should be prioritized to ensure that growth is not prevented from occurring in desirable areas. The City is also strongly encouraged to consider including the provision of transit-related services and infrastructure as part of its APFO or annexation agreements. Such actions would support TOD opportunities near the existing MARC stations and future CCT station locations.
6. The City should be commended for seeking to increase its jobs/housing ratio through its future growth plan. The objective of creating more employment opportunities by incorporating "employable components" within specific development projects will facilitate jobs/housing balance, and is consistent with the Department's policies. Similarly, the strategy of targeting future new development and redevelopment opportunities to the City's floating zone categories should be an effective tool in implementing this policy goal.
7. MDOT supports the City's continued protection of environmentally sensitive areas.
8. MDOT supports the City's continued promotion of transportation alternatives, traffic accessibility, access management, and travel demand management strategies, where possible, as well as promoting ridesharing and transit ridership.

If you have any questions or concerns, please do not hesitate to contact Mr. Donald Halligan, Director for the Office of Planning and Capital Programming at 410-865-1275, toll-free at 888-713-1414 or via email at [dhalligan@mdot.state.md.us](mailto:dhalligan@mdot.state.md.us). Of course, please feel free to contact me directly.

Sincerely,



John D. Porcari  
Secretary

- cc: Mr. Donald A. Halligan, Director, Office of Planning and Capital Programming, Maryland Department of Transportation  
Mr. Chris Patusky, Director, Office of Real Estate, Maryland Department of Transportation  
Mr. Neil Pedersen, Administrator, State Highway Administration  
Ms. Diane Ratcliff, Director, Office of Planning and Programming, Maryland Transit Administration  
Mr. Andy Scott, Special Assistant to the Secretary for Economic Development, Maryland Department of Transportation  
Mr. Douglas H. Simmons, Deputy Administrator for Planning, Engineering, Real Estate and Environment, State Highway Administration  
Mr. Paul Wiedefeld, Administrator, Maryland Transit Administration

## Kirk Eby

---

**From:** Koempel, Wayne [Wayne.Koempel@mncppc-mc.org]  
**Sent:** Wednesday, November 19, 2008 4:19 PM  
**To:** Kirk Eby  
**Cc:** George, Roselle  
**Subject:** Gaithersburg Municipal Growth Element

J. Kirk Eby, AICP, GISP

GIS Planner

City of Gaithersburg

31 South Summit Avenue

Gaithersburg, MD 20877

(P) 301-258-6330 (F) 301-258-6336

Hi Kirk,

In the City's municipal Growth Element, on page 18, it says the City's jobs-to-housing ratio increasing to 3:1 is consistent with the MWCOG forecast for the City. The footnote cites the COG Regional Activity Centers and Clusters report. Where in the report does COG show the City at a j/h ratio of 3.0? The North Frederick Avenue Suburban Employment Center's 2030 j/h ratio is 3.17, but that center doesn't represent the City as a whole. What am I missing?

Thanks

Wayne Koempel

Planner Coordinator  
Research & Technology Center

Montgomery County Planning Department, M-NCPPC  
Dedrick Annex

1400 Spring St, Suite 500

Silver Spring, MD 20910  
Ph: 301-650-5618 | Fax: 301-650-5695

[wayne.koempel@mncppc-mc.org](mailto:wayne.koempel@mncppc-mc.org)



**NOTICE OF JOINT PUBLIC HEARING**  
**MASTER PLAN AMENDMENT MP-2-08:**  
**MUNICIPAL GROWTH, AN ELEMENT OF THE**  
**CITY OF GAITHERSBURG MASTER PLAN**

APPLICATION: MP-2-08

APPLICANT: City of Gaithersburg Planning Commission


Please take notice that a joint public hearing on the above-referenced application will be conducted by the City of Gaithersburg Mayor and Council and Planning Commission on Monday, December 1, 2008 in the Council Chambers at City Hall at 7:30 p.m. or as soon thereafter as this matter can be heard. Public comment is invited at the joint public hearing.

Gaithersburg, as an incorporated city, is subject to Article 66B—Land Use, of the Annotated Code of Maryland. Section 3.05(a)(4)(x) of Article 66B of the Annotated Code of Maryland, requires the development and inclusion of a Municipal Growth Element: a detailed and quantitative analysis of the City of Gaithersburg's anticipated growth over the next twenty-plus years. The proposed Municipal Growth Element will amend the City's current Master Plan.

Further information regarding the Municipal Growth Element is available for public inspection from the Department of Planning and Code Administration at City Hall, 31 South Summit Avenue, between the hours of 8 a.m. and 5 p.m., Monday through Friday. The draft Municipal Growth Element can also be viewed on the City's website at [www.gaithersburgmd.gov](http://www.gaithersburgmd.gov).

For any questions related to this Master Plan Amendment, please contact Greg Ossont at the Planning and Code Administration at 301-258-6330, or you may email your questions to [plancode@gaithersburgmd.gov](mailto:plancode@gaithersburgmd.gov).

CITY OF GAITHERSBURG

By: 

Greg Ossont, Director  
Planning and Code Administration



NOTICES SENT THIS 14th DAY OF NOVEMBER, 2008 TO:

INTERESTED PARTIES:

(A list of names and addresses is on file, available at City Hall in the Department of Planning and Code Administration.)

MAYOR AND COUNCIL

PLANNING COMMISSION

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Lynn Board, City Attorney

Britta Monaco, Public Information Director

Doris Stokes, Administrative Assistant

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Perlita Powers  
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GAITHERSBURG MD 20877

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GAITHERSBURG MD 20878

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MUDDY BRANCH HOA  
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GAITHERSBURG MD 20878

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Dick Jones  
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Andrea Barsi  
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GAITHERSBURG MD 20878

Luke Brami  
WASHINGTONIAN WOODS  
101 CANFIELD HILL DR  
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Dia Starcher  
BRIGHTON WEST CONDO III  
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Shelby Compton  
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Catherine Dischner  
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119 TIMBERBROOK LN #103  
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Jennifer Eisenfeld  
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520 CORAL REEF DR  
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Gwen Love  
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Linda Harrison  
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22 TRENTO COURT  
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Elayne Kabakoff  
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GAITHERSBURG MD 20878

Ralph Kantrowitz  
COPPERFIELD CROSSING II  
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GAITHERSBURG MD 20878

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Evan Meyers  
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GAITHERSBURG MD 20878

Jimmy Pennywell  
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GAITHERSBURG MD 20878

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GAITHERSBURG MD 20878

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# Municipal Growth Element MP-2-08

Joint Public Hearing  
December 1, 2008

# HB 1141

- Mandates inclusion of a Municipal Growth Element into Comprehensive Plan;
- Statewide mandate applicable to all municipalities;
- Necessitates better planning for annexations, review of growth impacts, and better coordination between municipalities and counties;

# MDP Models and Guidelines

- Guides local jurisdictions in drafting / structuring the Municipal Growth Element;
  - MDP staff accessible for technical assistance and review;
  - MDP comment and approval
- 

# Community Facility & Land Use Relationship

## Community Facilities

- Existing inventories
- Additional Needs
- Timelines for projects
- Goals/Objectives

## Land Use

- Site-specific land uses
- Land use maps
- Recommendations on land use, zoning and development

# Components of Municipal Growth

- Introduction/Past Growth Patterns
- Population, Housing, Jobs Forecasts
- Future land needs including basis and methodologies
- Demand for future growth, MEL's, potential population & housing
- Impacts such as environment, schools, libraries, public safety, water/sewer

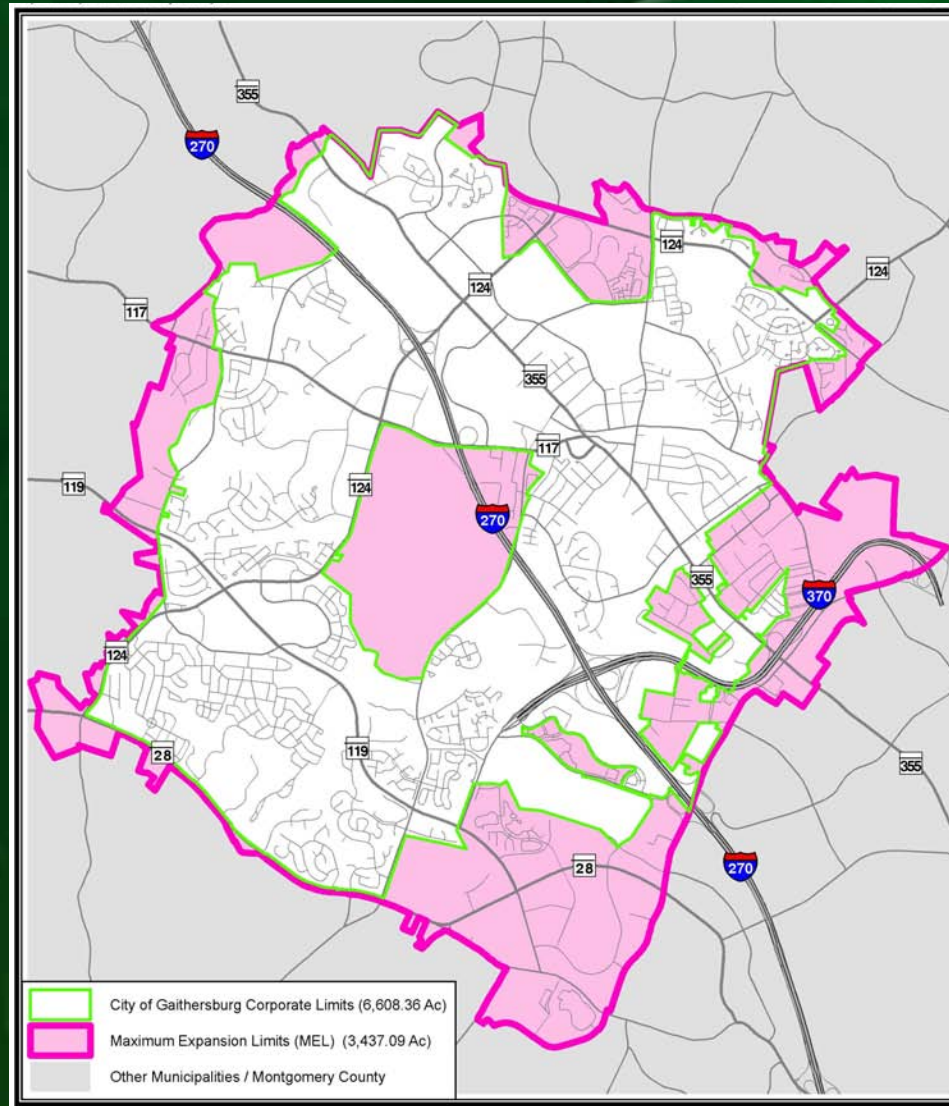
# Future Land Needs

- Identify land area needed for development demand;
  - Potential growth areas outside the existing boundaries;
  - Determine capacities of land areas in current boundaries and in MEL;
  - Basis and methodologies for these components
- 

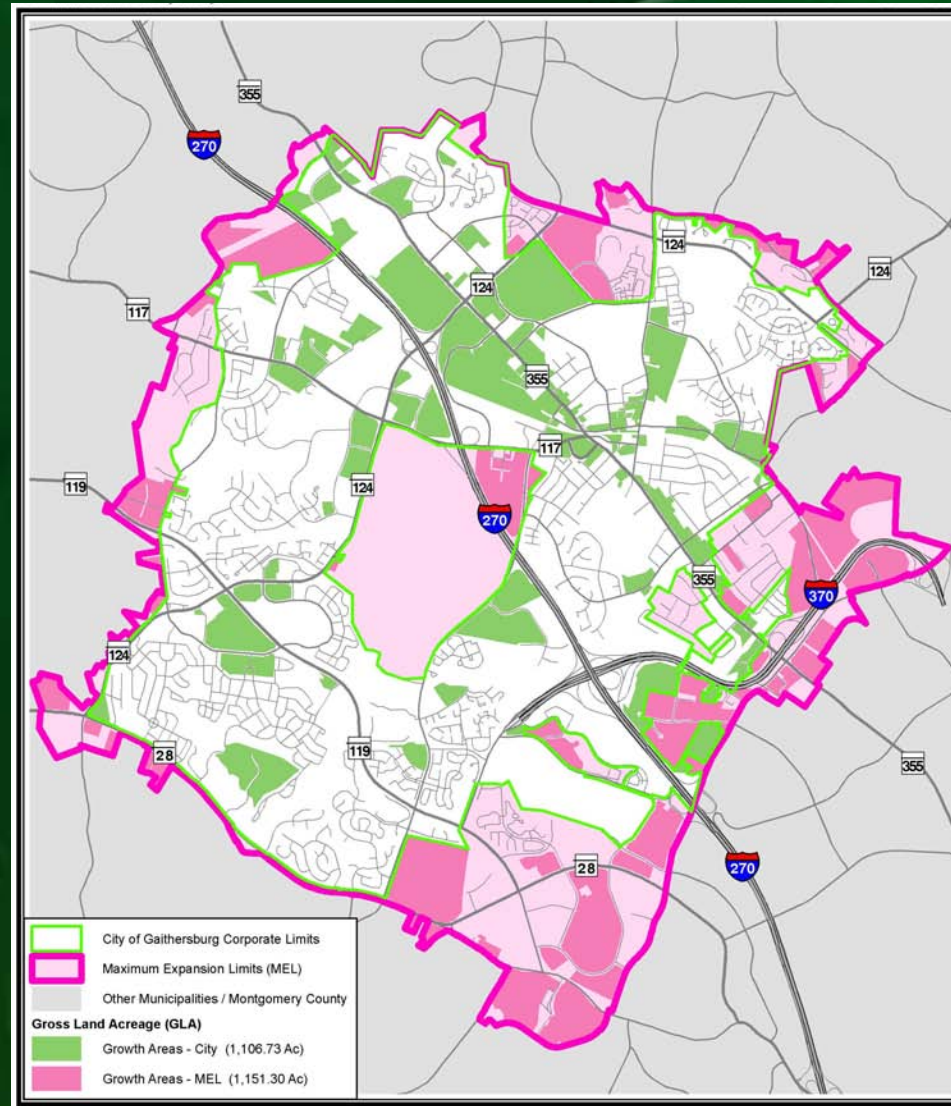
# Demand for Future Growth

- Maximum Expansion Limits (MEL's)
    - Geographic boundary
    - Redevelopment Opportunity
    - Consistency
    - Policy Issue
  - GLA – Gross Land Acreage
  - GLB – Gross Land Buildable
- 

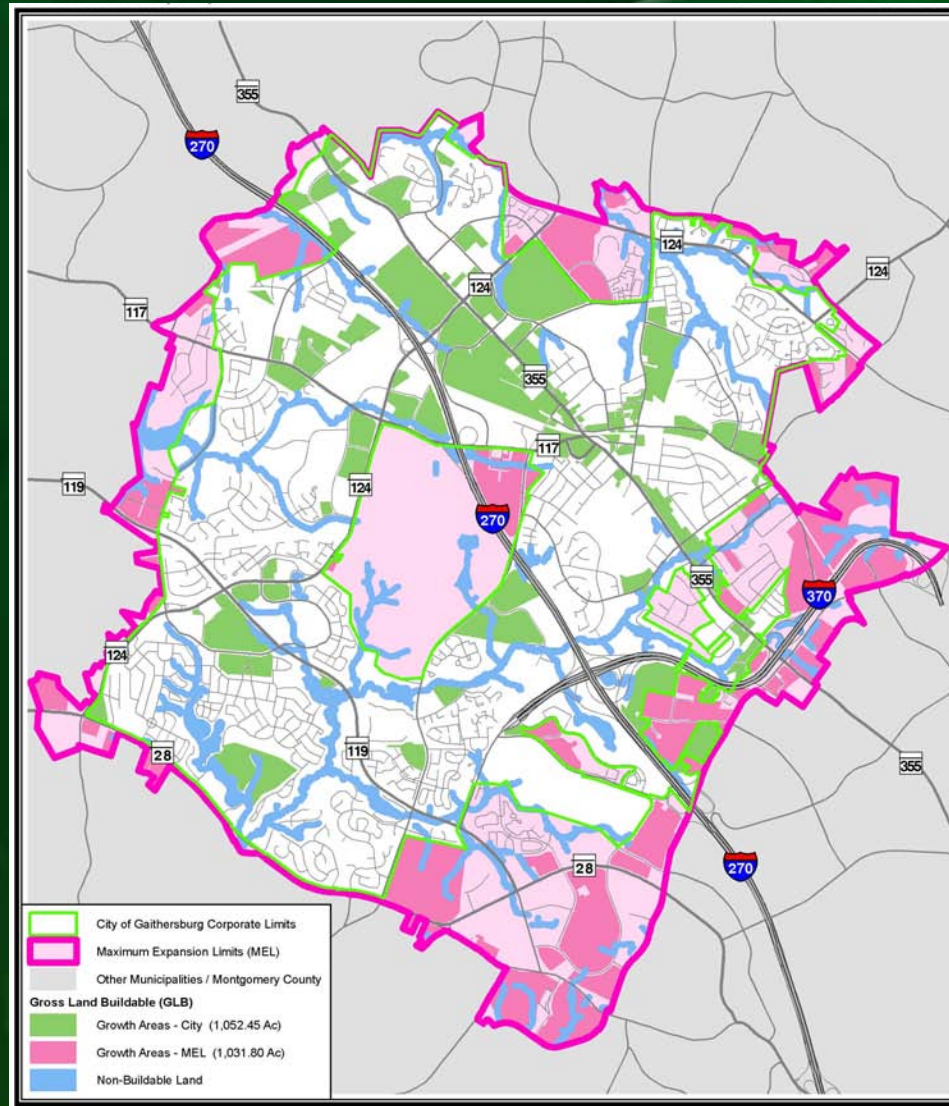
# Maximum Expansion Limits



# Gross Land Area



# Gross Buildable Area



# Housing, Population and Jobs

	Density of 20 units/acre			Density of 32 units/acre		
	City	MEL	Total City and MEL	City	MEL	Total City and MEL
Baseline 2008 Housing	23,091	7,235	30,326	23,091	7,235	30,326
Pipeline Housing	4,891	N/A	4,891	4,891	N/A	4,891
Growth Areas Housing	12,545	12,583	25,128	22,017	21,869	43,886
<b>Total Housing 2030</b>	<b>40,527</b>	<b>19,818</b>	<b>60,345</b>	<b>49,999</b>	<b>29,104</b>	<b>79,103</b>
Baseline 2008 Population	59,912	17,662	77,574	59,912	17,662	77,574
Pipeline Population	10,430	N/A	10,430	10,430	N/A	10,430
Growth Areas Population	29,492	30,785	60,277	51,986	52,838	104,824
<b>Total Population 2030</b>	<b>99,834</b>	<b>48,447</b>	<b>148,281</b>	<b>122,328</b>	<b>70,500</b>	<b>192,828</b>
Baseline 2008 Jobs	55,968	35,708	91,676	55,968	35,708	91,676
Pipeline Jobs	15,552	N/A	15,552	15,552	N/A	15,552
Growth Areas Jobs	49,251	57,092	106,343	96,611	103,522	200,133
<b>Total Jobs 2030</b>	<b>120,771</b>	<b>92,800</b>	<b>213,571</b>	<b>168,131</b>	<b>139,230</b>	<b>307,361</b>

# Summary of Impacts

- APFO controls
- Municipal Growth & Water Resources complete by October 2009



# Policy Issues



- Housing Unit Mix
- Growth Densities - 20 & 32 du/acre
- Jobs to Housing Ratio Target
- Maximum Expansion Limits

# Questions

