
STAFF COMMENTS FOR PLANNING COMMISSION

MEETING DATE: December 6, 2006

SITE PLAN: **CSP-06-003**

TITLE: **One Bank Street**

REQUEST: **CONCEPT PLAN APPROVAL**
For subdivision and development of additional bank building

ADDRESS: 1 Bank Street

ZONE: C-2 (General Commercial) Zone

APPLICANT/REPRESENTATIVE/ATTORNEY/DEVELOPER: (as applicable)

Engineer: Macris, Hendricks & Glascock – Paul Newman
Property Owner: One Bank Street Limited Partnership – Leonard Mongeon

STAFF PERSON: Caroline Seiden, Planner

Enclosures:

Staff Comments

Exhibit 1: Application

Exhibit 2: Site Location Map

Exhibit 3: Concept Site Plan

Exhibit 4: Letter to Caroline Seiden from Paul Newman, MHG, November 22, 2006

STAFF COMMENTS

The applicant is seeking Concept Site Plan Approval for the subdivision of this 2.26-acre property at 1 Bank Street at the corner of Quince Orchard Road and Bank Street (Exhibit #2). Once subdivided, the property would consist of two parcels. The larger parcel is proposed to be 1.79 acres. An existing 3-story office building and parking lot would be included in this lot. The second parcel, located on a vacant portion of the current parcel, is proposed to be developed as a one-story bank building and associated parking on .46 acres of land.

Current Application

The current concept plan application proposes a 3,714 square foot one-story bank building to be located on the eastern portion of the site, with elevations facing both Quince Orchard Road and Bank Street (Exhibit 3). A five-foot sidewalk along Bank Street and a left turn lane from Bank Street into the parking lot are also proposed as part of this development.

The bank is planned to have three drive-up windows on the north side of the building. The required thirteen (13) parking spaces are located on the south side of the building. The applicant will be requesting a parking waiver at the time of final site plan in order to permit 9x17 parking spaces instead of 10x17 spaces required for bank parking per Section 24-218(a)(1) of the Zoning Ordinance. Staff had suggested to the applicant that the nine foot spaces in the current configuration were preferable to the applicant's initial layout, which provided parking fronting Quince Orchard Road, with the building set further back on the site.

The Department of Public Works, Park Maintenance and Engineering (DPWPM&E) has reviewed the conceptual stormwater management plan and finds it to be acceptable for this level of review. Ollie Mumpower has reviewed the driveway and stacking plan for the drive-thru windows as well as the plan for a proposed left turn lane from Bank Street and is comfortable with the design.

The second lot created from the subdivision will house the existing three-story office building, which includes a bank on the first floor. The existing parking lot will be modified to increase green space requirements and to ensure that the required number of parking spaces are available (Exhibit 3). The applicant has also indicated that they will be requesting a waiver of the parking lot green space requirements (Exhibit 4). An ingress/egress easement across the entire parking lot is also required to allow access to the proposed bank parcel.

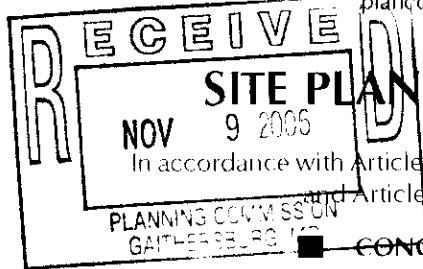
Staff has requested that the applicant allow space for a 20-foot wide driveway connection to Lot 8, Block C (directly west of the subject site) so that a connection between the two parcels could be made in the future. This connection had been pursued by the property owners of Lot 8 at the time that a final site plan was approved for that site (SP-02-006). That site plan has since expired. However, the

connection is still desirable. The applicant has indicated a future access on the site plan. Two parking spaces will be lost once the connection is made. However, these parking spaces have not been included in the parking chart.

The Planning Commission's review and approval at the Concept Site Plan stage of development should focus exclusively on the use and general layout of structures, parking and circulation on the property. Building elevations are not required at this stage of approval. Staff finds this Concept Plan in compliance with Section 24-170 of the City Code and suggests the following conditions:

1. Applicant to submit new record plats for each parcel prior to the submission of final site plan;
2. Final forest conservation plan to be approved prior to the submission of final site plan;
3. Applicant to submit a sign package for bank with final site plan application;
4. Applicant to comply with all WSSC requirements.

City of Gaithersburg • 31 South Summit Avenue • Gaithersburg, Maryland 20877 • Telephone: 301-258-6330 • Fax: 301-258-6336
plan@code@gaitthersburgmd.gov • www.gaitthersburgmd.gov



- CONCEPT
- PRELIMINARY
- FINAL (MXD FEE APPLIES)
- SCHEMATIC DEVELOPMENT

Application # CSP-06-003
 Date Filed 11-9-06
 Total Fee 690.00

- 687.14 paid
#2.86 due
P&C
11/13/06

1. SUBJECT PROPERTY

Project Name One Bank Street
 Street Address 100 Lakeforest Blvd, Suite 500, Gaithersburg, MD 20877
 Zoning C-2, General Commercial Historic area designation Yes No
 Lot 1 Block C Subdivision Diamond Farm
 Tax Identification Number (must be filled in) 09-00831297

2. APPLICANT

Name Mr. Leonard Mongeon
 Street Address 100 Lakeforest Blvd Suite No. 500
 City Gaithersburg State MD Zip Code 20877
 Telephones: Work 301-948-9870 Home _____

3. CITY PROJECT NUMBER

Original Site Plan Number (if applicable) _____
 Name of previously approved Final Plan (if applicable) _____

4. ARCHITECT/ENGINEER/DEVELOPER

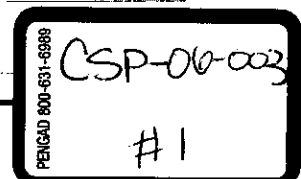
Architect's Name TBD
 Architect's Maryland Registration Number _____ Telephone _____
 Street Address _____ Suite No. _____
 City _____ State _____ Zip Code _____

Engineer's Name Macris, Hendricks & Glascock, Mr. James Hendricks, PE
 Engineer's Maryland Registration Number 10660 Telephone 301-670-0840
 Street Address 9220 Wightman Road Suite No. 120
 City Montgomery Village State MD Zip Code 20886

Developer's Name McShea & Company, Inc. Telephone 301-417-2555
 Street Address 100 Lakeforest Blvd Suite No. 500
 City Gaithersburg State MD Zip Code 20877
 Contact Person Matt Gannon

5. PROPERTY OWNER

Name One Bank Street Limited Partnership
 Street Address 100 Lakeforest Blvd Suite No. 500
 City Gaithersburg State MD Zip Code _____
 Telephones: Work 301-948-9870 Home _____



6. PRIMARY USE

Mixed Use Non-Residential Residential

7. PROPOSED UNIT TYPE

Mixed Use Retail/Commercial Other
 Office/Professional Residential Multi-Family
 Restaurant Residential Single Family

8. WORK DESCRIPTION

Construction of a one story bank with addition of a turning lane onto site from Bank Street.

9. PROJECT DETAIL INFORMATION. Please supply the following information.

DEVELOPMENT INFORMATION		Total	REQUIRED	PROVIDED
1.	Site (square feet)	98,302 S.F	-	20,246 S.F
2.	Site Area (acres)	2.2567 Ac.	-	0.4648 Ac.
3.	Total Number of Dwelling Units/Lots	2	-	1
4.	Height of Tallest Building	3 Story	10 Story	1 Story
5.	Green Area (square feet)	11,204 S.F.	-	10,427 S.F.
6.	Number of Dwelling Units/Acre	1	-	1
7.	Lot Coverage (percent)		-	45.5%
8.	Green Area (percent)		-	54.5%
9.	Residential		-	-
	a. Single Family Detached	# Units	-	-
	b. Single Family Attached	# Units	-	-
	c. Multi-Family Condo	# Units	-	-
	d. Multi-Family Apartment	# Units	-	-
	e. Other		-	-
10.	Retail/Commercial	Sq. Ft. 40,014	-	3,714 S.F.
11.	Restaurant Class: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	Sq. Ft.	-	-
12.	Office/Professional	Sq. Ft.	-	-
13.	Warehouse/Storage	Sq. Ft.	-	-
14.	Parking	140	13	13
15.	Shared Parking/Waiver		-	-
16.	Other		-	-
17.	Totals		-	-

10. SUBMISSION REQUIREMENTS

- a. Set of plans per the respective checklist. Plans must be folded to 8 1/2 x 11."
- b. Completion of the table above.
- c. Completed checklist.
- d. Fee as applicable.

I have read and complied with the submission requirements and affirm that all statements contained herein are true and correct.

Applicants Name (*please print*) Mr. Leonard Mongeon Telephone 301-948-9870

Applicant's Signature  Date 11/9/2006

CSP-06-003

One Bank Street



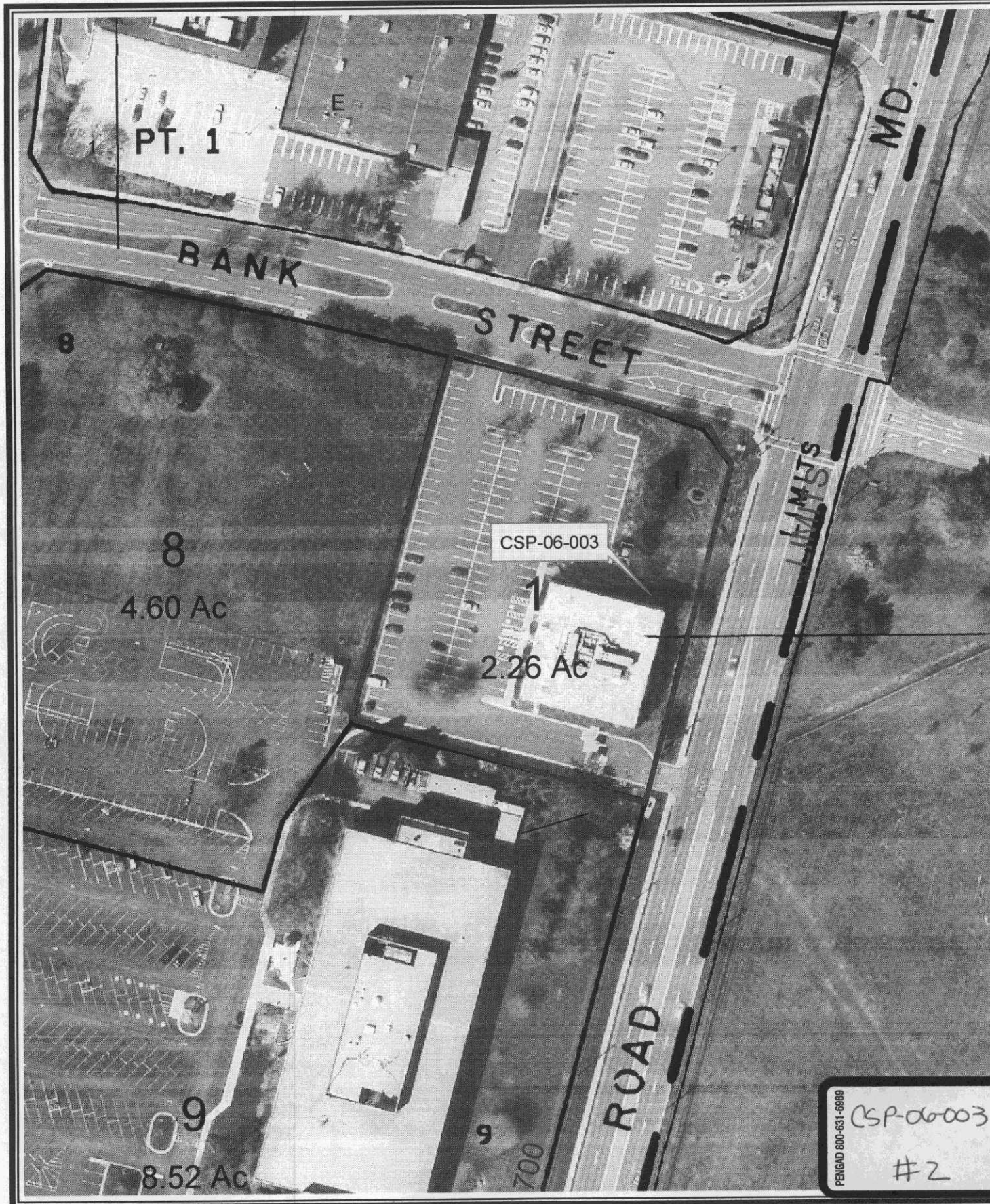
MD State Plane
HPGN NAD 83/91

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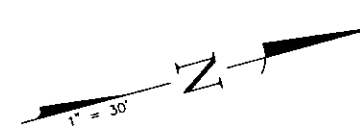
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City of Gaithersburg
Planning and Code
31 S Summit A
Gaithersburg, MD
(301) 258-6334
www.gaithersburg



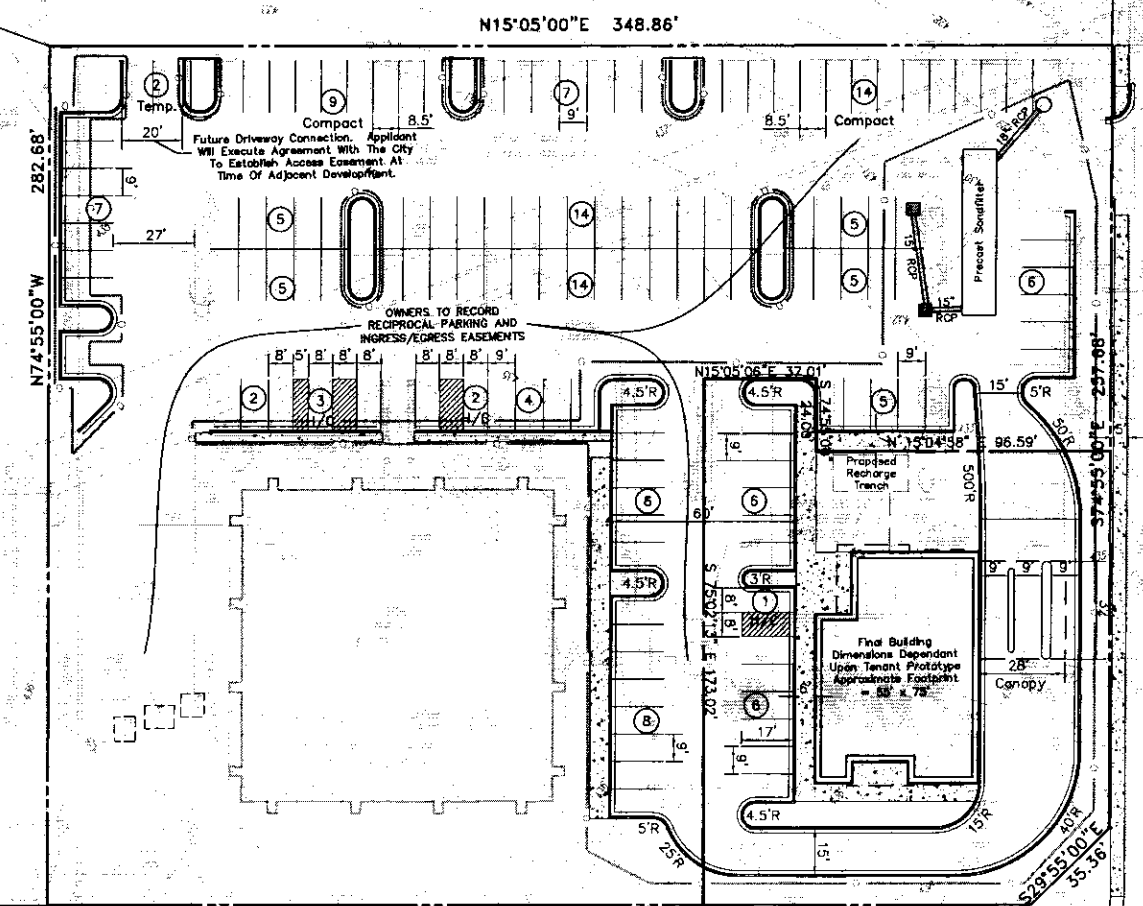
PENGAD 800-631-6969
CSP-06-003
#2



LOT 8, BLOCK C
DIAMOND FARM
PLAT NO. 22015

LANDS N/F
ARC-FIRSTFIELD/BANK STREET, LLC
LIBER 20300 FOLIO 539
TAX MAP FT 121-206-C-8

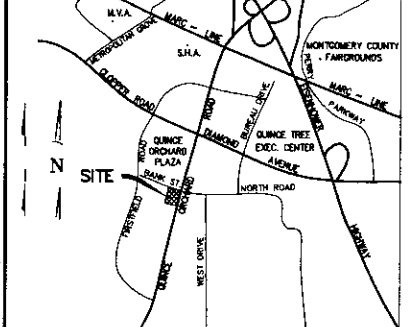
SCALE 1" = 240.00'



LOT 8, BLOCK C
DIAMOND FARM
PLAT NO. 22015

LANDS N/F
SIGMA-CIT, INC.
LIBER 22163 FOLIO 562
TAX MAP FT 121-206-C-9

SITE DATA (EXISTING CONDITION)		
SUBJECT PROPERTY:	Lot 1, Block C Diamond Farm Plat No. 9435	
LOT AREA:	98,302 S.F. OR 2.2567 AC.	
ZONING CLASSIFICATION:	C-2 Zone, General Commercial	
PROPERTY ADDRESS:	1 Bank Street	
USE:	Existing Office Building	
DEVELOPMENT STANDARDS		
	REQUIRED/ALLOWED	EXISTING
USE:		Office
TRACT AREA	No Minimum	98,302 S.F. OR 2.2567 AC.
BUILDING SETBACK REQUIREMENTS		
Front (Quince Orchard Road)	None	29'
Side - North (Bank Street)	None	178'
Side - South	None	59'
Rear	None	142'
MAXIMUM BUILDING HEIGHT	10 Stories	3 Stories
BUILDING AREA		36,300 S.F.
FLOOR AREA RATIO	1.5	0.37
OFF STREET PARKING		
OFF STREET PARKING REQUIREMENTS		
General Office: 1 space per 300 square feet gross floor area		
	REQUIRED/ALLOWED	EXISTING
PARKING BREAKDOWN		
Standard (9' x 17')	121	128
Handicap (Van Accessible) (8' x 17')		4
Total		128
SURFACE PARKING FACILITY AREA		46,135 S.F.
INTERNAL LANDSCAPING	10% OR 4,814 S.F.	1.1% 506 S.F.



VICINITY MAP
SCALE 1" = 2,000'

BANK STREET
80' RIGHT OF WAY
ASPHALT PAVED PUBLIC ROADWAY

LOT 1, BLOCK E
PLAT FIFTEEN, DIAMOND FARM
PLAT NO. 10847

LANDS N/F
FEDERAL REALTY INVESTMENT, TR.
LIBER 11291 FOLIO 263
TAX MAP FT 21,
SUBD. 206, BLK. C, LOT P1
#688 CLIPPER RD.

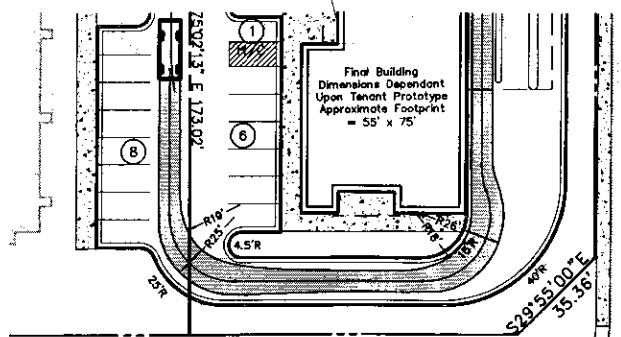
SITE DATA - OFFICE		
	REQUIRED/ALLOWED	PROPOSED
USE:		Office Building
TRACT AREA	No Minimum	78,056 S.F. OR 1.7919 AC.
BUILDING SETBACK REQUIREMENTS		
Front (Quince Orchard Road)	None	29'
Side - North	None	45'
Side - South	None	59'
Rear	None	142'
MAXIMUM BUILDING HEIGHT	10 Stories	3 Story
BUILDING AREA		36,300 S.F.
FLOOR AREA RATIO	1.5	0.47
OFF STREET PARKING		
OFF STREET PARKING REQUIREMENTS		
General Office: 1 space per 300 square feet gross floor area		
	REQUIRED/ALLOWED	PROPOSED
PARKING BREAKDOWN		
Standard (9' x 17')	121	121
Handicap (Van Accessible) (8' x 17')	5	5
Low Turnover (8'-6" x 17')		23
Total		121
SURFACE PARKING FACILITY AREA		41,581 S.F.
INTERNAL LANDSCAPING	10% OR 4,158 S.F.	7.9% 3,295 S.F.

SITE DATA - BANK		
	REQUIRED/ALLOWED	PROPOSED
USE:		Freestanding Bank
TRACT AREA	No Minimum	20,246 S.F. OR 0.4648 AC.
BUILDING SETBACK REQUIREMENTS		
Front (Quince Orchard Road)	None	50'
Side - North (Bank Street)	None	42'
Side - South	None	37'
Rear	None	32'
MAXIMUM BUILDING HEIGHT	10 Stories	1 Story (Bank)
BUILDING AREA		3,714 S.F.
FLOOR AREA RATIO	1.5	.18
OFF STREET PARKING		
OFF STREET PARKING REQUIREMENTS		
Banks: 1 space per 300 square feet gross floor area		
	REQUIRED/ALLOWED	PROPOSED
PARKING BREAKDOWN		
Standard (9' x 17')	13	13
Handicap (Van Accessible) (8' x 17')		1
Total		13
SURFACE PARKING FACILITY AREA		5,503 S.F.
INTERNAL LANDSCAPING	10% OR 550 S.F.	10.9% OR 602 S.F.

S15°05'00"W 323.86'

QUINCE ORCHARD ROAD - MD RTE. 124
150' RIGHT OF WAY
ASPHALT PAVED PUBLIC ROADWAY

CENTERLINE PER PLAT NO. 9435
AND SHW PLAT NO. 16259



Turning Path Study
Scale: 1" = 30'

LANDS N/F
UNITED STATES OF AMERICA
LIBER 3009 FOLIO 783
TAX MAP FT 31,
PARCEL 1440, SUBD. 1
#601 QUINCE ORCHARD RD.

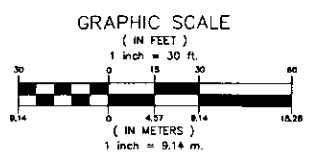
Call "Miss Utility" at 1-800-257-7777,
48 hours prior to the start of work.
The excavator must notify all public utility companies with underground facilities
in the area of proposed excavation and have those facilities located by the utility
companies prior to commencing excavation. The excavator is responsible for
compliance with requirements of Chapter 36A of the Montgomery County Code.

OWNER/APPLICANT
ONE BANK STREET LIMITED PARTNERSHIP
100 LAKEFOREST BLVD, SUITE 500
GAITHERSBURG, MD 20877
CONTACT: Leonard F. Mongeon
PHONE: 301-948-9870

CITY OF GAITHERSBURG PLANNING COMMISSION
31 SOUTH SUMMIT AVENUE, GAITHERSBURG, MARYLAND 20877

SITE PLAN APPROVAL
AT THE REGULARLY SCHEDULED MEETING OF THE PLANNING
COMMISSION HELD ON
APPLICATION NO. CSP-06-003 WAS GRANTED
CONCEPT SITE PLAN APPROVAL
WITH _____ () CONDITIONS SEE S.D.A. LETTER
DATE _____ BY _____
NOTE - ANY REVISIONS TO SIGNED PLANS MUST BE
REAPPROVED BY THE PLANNING COMMISSION

NO.	DATE	DESCRIPTION	BY



CONCEPT SITE PLAN
LOT 1, BLOCK C
DIAMOND FARM
9TH ELECTION DISTRICT - CITY OF GAITHERSBURG - MARYLAND

MHG Macris, Hendricks & Glascock, P.A.
Engineers • Planners
Landscape Architects • Surveyors
9220 Wightman Road, Suite 120
Montgomery Village, Maryland
20886-1279
Phone 301.670.0840
Fax 301.948.0693
www.mhgpa.com

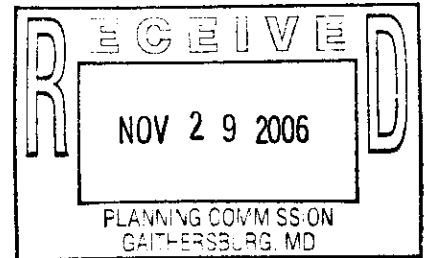
Proj. Mgr. PUN
Designer RB
Date 11-22-06
Scale 1"=30'
Project No. 00-016
Sheet 1 of 1

CSP-06-003
#3



November 29, 2006

Ms. Caroline Seiden
City of Gaithersburg
Planning & Code Enforcement
31 South Summit Avenue
Gaithersburg, MD 20878

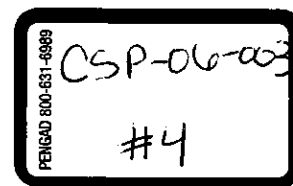


Re: Diamond Farm, Lot 1 Block C
Gaithersburg CSP-06-003
MHG Project No. 2000.016.21

Dear Caroline:

We are hereby resubmitting the application for Concept Plan approval on behalf of One Bank Street Limited Partnership. The project was originally submitted on October 9, 2006. We subsequently received City comments and have addressed them as follows:

1. Buildings, drive aisles, sidewalks and parking spaces and been dimensioned on the site plan.
2. Paving in Bank Street adjacent to the proposed turn lane modifications has been shown to be milled and overlaid.
3. The recordation of an ingress/egress easement between the two lots has been noted on the plan and can be made a condition of concept plan approval.
4. A parking space adjacent to 1 Bank Street has been eliminated as requested.
5. A five foot sidewalk along Bank Street is shown adjacent to the existing curb. Existing grades, utilities and vegetation does not allow us to place a green strip between the walk and curb.
6. Future property lines have been annotated.
7. A future twenty feet wide driveway connection has been shown to access future development on Lot 8, Block C. The applicant agrees to enter into an agreement with the City, granting a mutual access easement at such time that Lot 8 is developed.



8. Parking spaces adjacent to the bank are shown as nine feet in width as per discussions with Ollie Mumpower. We understand that as per Section 24-218(a)(1) of the Gaithersburg Zoning Ordinance banks are required to provide ten foot wide "high-turnover" parking spaces. The conversion of nine foot spaces to ten foot spaces would result in the loss on one space and put us one space short of the required parking for both lots. Given that we have voluntarily given up parking in other areas of the site to provide an access drive to Lot 8 and to add additional green space, we feel that a waiver of the ten foot width is reasonable so that we may meet our parking requirements.

Other issues that have been noted:

1. The existing parking lot has been paved within the last two years. No additional paving is anticipated beyond that necessary to construct the bank and install new curb and gutter.
2. The applicant requests that both buildings retain Bank Street addresses. The only entrance from the site onto Quince Orchard Road is a one way egress due to the existing ATM drive-throughs. All traffic must access the site from Bank Street. Changing the address to Quince Orchard Road with no site access from Quince Orchard Road would be confusing for customers unfamiliar with the site. In addition, this situation might be confusing for emergency personnel called to the site.
3. Building elevations are not available at this time. Building elevations will be submitted with the Preliminary/Final Site Plan.
4. The extent of additional site lighting has not been determined and will be based on tenant requirements. A complete landscape and lighting plan will be submitted with the Preliminary/Final Site Plan.
5. Even with the addition of a parking island for the future driveway connection, the parking green space for the existing office building is only 7.9%. Based on site restrictions of this redevelopment we will need to request a waiver, as per Section 24-222A(1) of the Gaithersburg Zoning Ordinance, from the 10% internal landscaping requirement (Section 24-220(e)) and hereby do so. The 7.9% proposed is substantially more than the existing 1.1% internal landscaping currently provided on the site.

Ms. Caroline Seiden
City of Gaithersburg
Re: Diamond Farm, Lot 1, Block C
November 29, 2006
Page 3 of 3

I believe that this covers the outstanding issues regarding this project. If you have any questions or need any additional information, don't hesitate to email or give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul J. Newman". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Paul J. Newman
Principal