
STAFF COMMENTS FOR PLANNING COMMISSION

MEETING DATE: February 20, 2007

PLAN: **MP-2-07**

TITLE: **COMMUNITY FACILITIES MASTER PLAN
ELEMENT**

REQUEST: **Resolution of the Planning Commission
Approving an Amendment to the General Plan
for the City of Gaithersburg Master Plan, the
Community Facilities Element and
Recommending Adoption of this Plan by the
Mayor and City Council.**

ZONE: N/A

APPLICANT: City of Gaithersburg Planning Commission

STAFF PERSON: Kirk Eby, GIS Planner

Enclosures:

Staff Comments
Draft Resolution
Exhibit 32, memorandum of recommended changes to the draft Element
Exhibit 33, revised draft Element, with changes highlighted
Index of Memoranda
Exhibits 20-30

JOINT
EXHIBIT

34

STAFF COMMENTS

The draft Community Facilities Element was made available to the public and distributed to the Mayor and City Council and Planning Commission on December 13, 2007. The Mayor and City Council and Planning Commission held a joint public hearing on December 17, 2007. Following the public testimony, the Mayor and City Council and Planning Commission discussed the impact of Montgomery County's plans for the GE Technology Park on the Community Facilities Element. The Mayor and City Council and Planning Commission voted to hold their records open indefinitely, pending additional information about the County's plans. On January 7, 2008, representatives of the County Executive's Office briefed the Mayor and City Council on the County's plans for the GE Technology Park and indicated that the County has only conceptual and tentative plans for the area.

As a result, staff recommended that the Mayor and City Council and Planning Commission close their records so that the Community Facilities Element can be reviewed and adopted. At its January 16, 2008 meeting, the Planning Commission voted to close its record on February 12, 2008 at 5 p.m. At the February 4, 2008 meeting, the Mayor and City Council voted to close their record on February 22, 2008, at 5 p.m.

In response to public comments received, staff has prepared a memorandum, Exhibit 32, detailing the recommended changes to the draft Community Facilities Element. Staff has prepared a revised version of the draft, exhibit 33, which incorporates most of the recommended substantial changes and corrects minor grammatical and formatting errors. This revised draft, dated February 11, 2008, indicates the revisions with yellow and red highlighting for changes and deletions, respectively.

Conclusion: staff recommends to the Commission **TO APPROVE RESOLUTION PCR-1-08 RECOMMENDING ADOPTION OF MP-2-07 TO THE MAYOR AND CITY COUNCIL.**

INDEX OF MEMORANDA
MP-2-07
COMMUNITY FACILITIES ELEMENT
2003 MASTER PLAN
AS OF FEBRUARY 11, 2008

- | <u>No.</u> | <u>Exhibit</u> |
|-------------------|--|
| 1) | <i>Community Facilities Element, draft version October 3, 2007</i> |
| 2) | <i>Notice of Joint Public Hearing Gazette Advertisement, dated October 3, 2007, to be Advertised on October 10, 2007 and October 17, 2007</i> |
| 3) | <i>Certification of Publication from The Gazette, (to be received)</i> |
| 4) | <i>Letters sent to interested state and county officials, dated October 4, 2007</i> |
| 5) | <i>E-mail from Scott Gutschick, dated October 10, 2007</i> |
| 6) | <i>Comments on the draft Element from Scott Gutschick, dated October 11, 2007</i> |
| 7) | <i>E-mail and comments on the draft Element from the Maryland Motor Vehicle Administration (MVA), dated October 25, 2007</i> |
| 8) | <i>Comments on the draft Elements from Administrator Neil Pederson of the Maryland State Highway Administration, dated October 22, 2007</i> |
| 9) | <i>Comments on the draft Element from Water Management Administration Director Jay Sakai of the Maryland Department of the Environment, dated October 26, 2007</i> |
| 10) | <i>Comments on the draft Element from Land Use Planning and Analysis Director Stephanie Martins of the Maryland Department of Planning, dated November 6, 2007</i> |
| 11) | <i>Memorandum from the Community Facilities Steering Committee to the Mayor and City Council and Planning Commission, dated November 13, 2007</i> |
| 12) | <i>Comments on the draft Element from Administrator Wiedefeld of the Maryland Transit Administration, dated November 14, 2007</i> |
| 13) | <i>Notice of Joint Public Hearing, sent November 21, 2007 to interested parties</i> |
| 14) | <i>Mailing labels for November 21, 2007 Joint Public Hearing Notice</i> |
| 15) | <i>Comments on the draft Element from Acting Executive Director Acosta of the National Capital Planning Commission, dated November 26, 2007</i> |
| 16) | <i>Memorandum from the Historic Preservation Advisory Committee to the Mayor and City Council and Planning Commission, dated December 11, 2007</i> |

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MP-2-07
as of February 11, 2008

- | <u>No.</u> | <u>Exhibit</u> |
|------------|---|
| 17) | <i>Comments on the draft Element via e-mail from Craig Fricke of WSSC, dated December 11, 2007</i> |
| 18) | <i>December 17, 2007 Mayor and City Council and Planning Commission Joint Public Hearing cover sheet, as prepared by Kirk Eby, GIS Planner, including current Index of Memoranda with provided exhibits highlighted (1-page document)</i> |
| 19) | <i>Community Facilities Element Powerpoint presentation, presented by Planning Staff at the December 17, 2007 Mayor and City Council and Planning Commission Joint Public Hearing</i> |
| 20) | Comments on the draft Element from Director Bradford of the Montgomery County Department of Parks, dated December 4, 2007 |
| 21) | Comments on the draft Element from Land Use Planning and Analysis Director Martins of the Maryland Department of Planning, dated December 11, 2007 |
| 22) | Comments on the draft Element via e-mail from Commissioner Levi, dated December 17, 2007 |
| 23) | Comments on the draft Element via e-mail from Commissioner Kaufman, dated December 17, 2007 |
| 24) | Comments on the draft Element from Acting Deputy Director Kayser of the National Institute of Standards and Technology (NIST), dated December 19, 2007 |
| 25) | Minutes of the December 17, 2007 Mayor and Council and Planning Commission Joint Public Hearing |
| 26) | Memorandum from Lauren Pruss, Planning Director, to the Planning Commission, dated January 3, 2008 |
| 27) | Comments on the draft Element from Public Services Administrator Gale of the Montgomery County Public Libraries, dated January 25, 2008 |
| 28) | February 4, 2008 Mayor and City Council cover sheet, as prepared by Lauren Pruss, Planning Director (1-page document) |

Page 3
Index of Memoranda
MP-2-07
as of February 11, 2008

- | <u>No.</u> | <u>Exhibit</u> |
|------------|---|
| 29) | Memorandum from Greg Ossont, Director of Planning and Code Administration, to the Mayor and City Council, dated January 29, 2008 |
| 30) | Minutes of the January 16, 2008 Planning Commission Meeting |
| 31) | Minutes of the February 4, 2008 Mayor and Council Regular Meeting |
| 32) | Memorandum from Kirk Eby, GIS Planner, to the Planning Commission, dated February 11, 2008 |
| 33) | Community Facilities Element, draft version February 11, 2007 |
| 34) | Staff Comments for the February 20, 2008 Planning Commission meeting, prepared by Kirk Eby (2-page document) |
| 35) | Draft resolution of the Planning Commission recommending approval of the Community Facilities Element of the 2003 Master Plan |

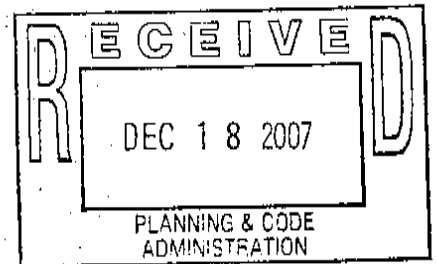
Items in italic have been provided in previous meetings.

Items in bold are being distributed in this meeting.



MONTGOMERY COUNTY DEPARTMENT OF PARKS
 THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

December 4, 2007



Mr. Greg Ossont, Director
 Planning and Code Administration
 City of Gaithersburg
 31 South Summit Avenue
 Gaithersburg, MD 208777

Dear Mr. Ossont:

Thank you for the opportunity to comment on the Draft Community Facilities chapter of the City of Gaithersburg Master Plan.

The City of Gaithersburg has a wonderful parks and recreation system and is always seeking ways to meet changing recreation needs and demands. You are to be applauded for making parks such a vibrant part of city life.

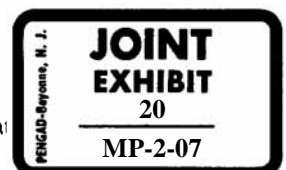
We appreciate and support the following recommendation on page 51: "continue working to create a unified, connected, comprehensive pedestrian/bicycle trail system, with appropriate signage and connections to **regional trails**."

In keeping with these recommendations, we would suggest including in the Community Facilities chapter the mid-county greenway trail corridor concept shown in the Countywide Park Trails Plan. This greenway trail corridor, envisioned to link the Potomac and the Patuxent Rivers, is proposed to traverse the City of Gaithersburg (see number 2 in figure 1). The Muddy Branch Stream Valley Trail Corridor Plan (adopted by the Montgomery County Planning Board in 2002) identified alignments for the greenway trail west of I-270. We worked with the City of Gaithersburg on this concept, and the trails in the Lakelands area of the City are an integral part of this greenway system (see Figure 2).

One of the major successes we achieved by working with City staff was to convince SHA to provide a pedestrian underpass beneath MD 28 to allow safe trail passage along this important greenway. Our shared vision for a greenway trail corridor was critical to that success.

We hope you share our enthusiasm for this greenway trail corridor concept and hope it can be added to the Community Facilities Element.

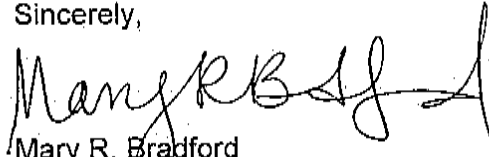
Many recommendations relating to parks in Chapter 5 are very familiar as we are trying to do the same in our park system. These include evaluating the use of alternative and green materials for use in recreation facilities; offering unique parks; pursuing acquisition of land for passive and active parks in conjunction with new development and continue to maintain historic resources of note.



I hope we can share our success stories as we all grapple with these important topics.

Thank you for the opportunity to review the Community Facilities element of the Gaithersburg Master Plan. If you have further questions, please call Lyn Coleman, Park and Trail Planning Supervisor, at 301-650-4391.

Sincerely,

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

Mary R. Bradford
Director of Parks

MRB:LC

FIGURE 1

NATURAL SURFACE TRAIL PLAN: CONNECTIVITY TO POTOMAC AND PATUXENT RIVERS

Figure 05

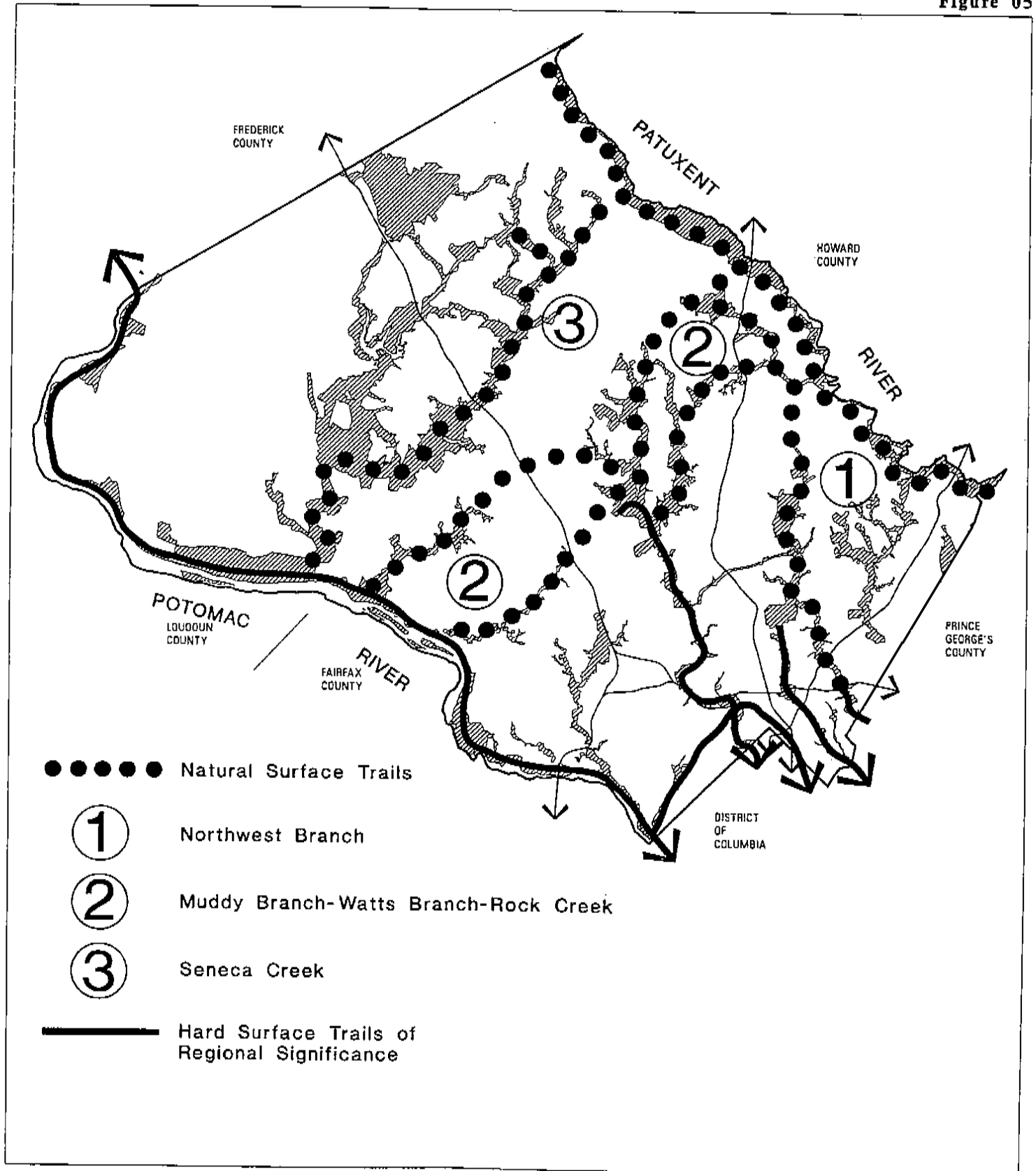
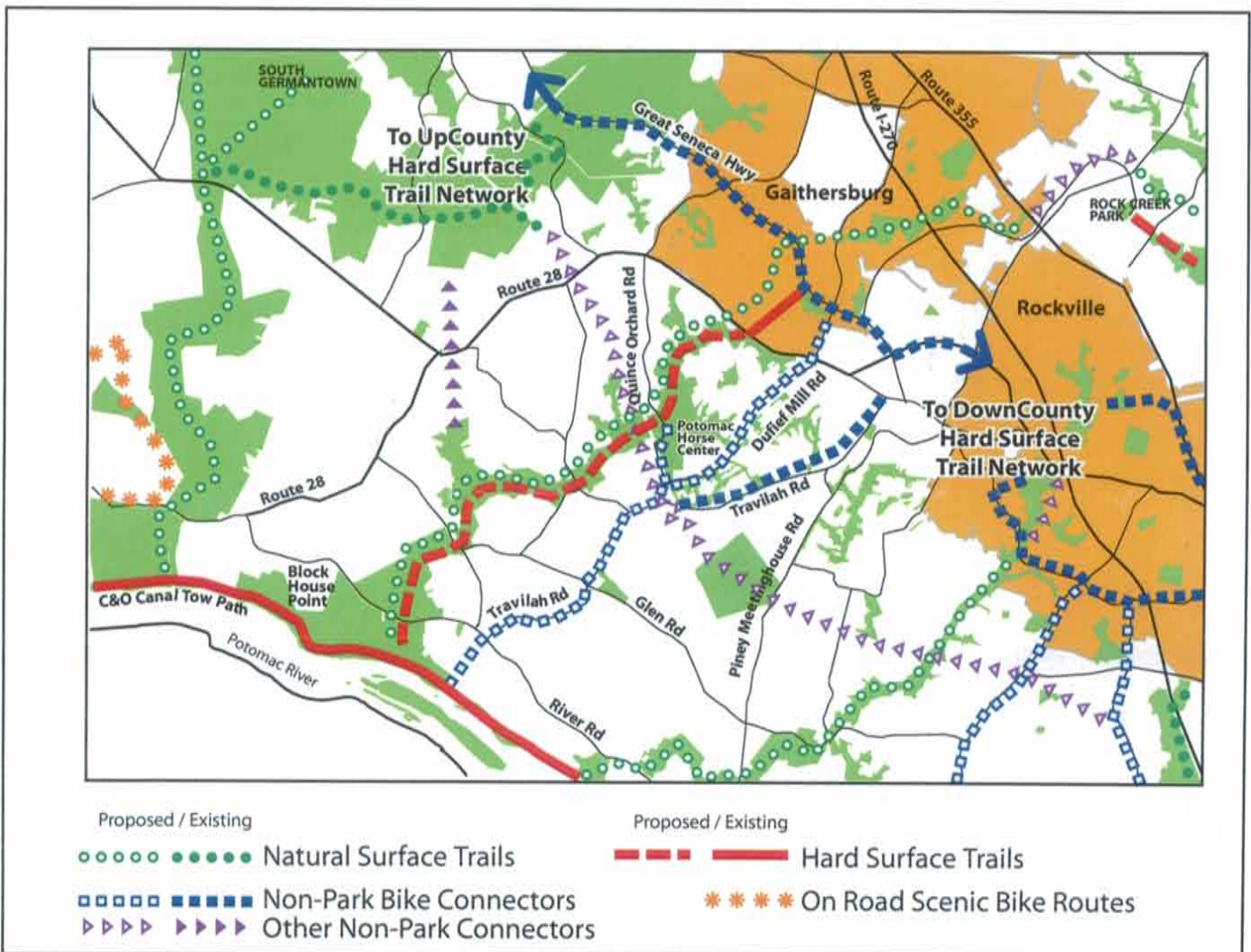


FIGURE 2





Maryland Department of Planning

Martin O'Malley
Governor

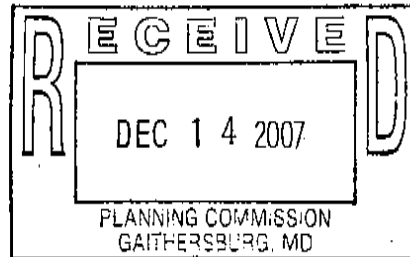
Anthony G. Brown
Lt. Governor

Richard Eberhart Hall
Secretary

Matthew J. Power
Deputy Secretary

December 11, 2007

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



Subject: City of Gaithersburg 2003 Master Plan Community Facilities Element

Dear Mr. Ossont:

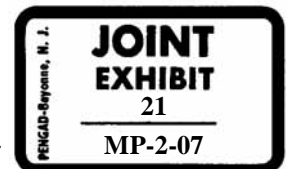
Thank you for sending us your draft copy of the *City of Gaithersburg 2003 Master Plan Community Facilities Element*. Maryland Department of Planning staff members reviewed the document, and we have the following comments.

The draft shows an outstanding work effort in assembling extensive information pertaining to the City's various public facilities and services. It is apparent that Gaithersburg has made a diligent effort to provide a wide range of services and public facilities in efforts to keep up with its rapid population growth.

Your recommendations reflect a prescient realization that the City must encourage the intelligent use of its dwindling land resources when new facilities are being planned. The element's recommendations for joint use of facilities and its suggestion that Montgomery County Public Schools reduce size requirements for schools in the urban setting where space is often at a premium reflect a commitment to use limited land resources wisely. The growing trend toward redevelopment and infill development in Gaithersburg, and throughout Montgomery County itself, necessitates that more be done with less land. It is apparent that your community facilities element represents a head start in community facilities planning that is cognizant of that reality.

Your plan's suggestion that developers provide within their respective projects, more of the facilities needed for a growing urban population should reduce driving trips to other locations and also serve to cut the City's future facilities costs.

The community facilities element would benefit from an estimate of future facilities needs-the extent to which community facilities must be provided to Gaithersburg's future population. For example, while there is an extensive discussion of existing park facilities, the plan element (Section 2.2 City Parks) does not assess their present or future adequacy based on the demands of population. Is more park acreage needed now or will more be needed in the foreseeable future? Where? While the element notes that no new schools are needed now and mentions plans



for a new high school on the Crown Farm property, there is no comprehensive estimate of projected needs for other schools based on an estimate of Gaithersburg's future population.

On a related subject, your community facilities element states that the current capacity of the two water filtration plants is expected to be adequate for the foreseeable future, taking into account potential development in the service area. In the interest of specificity, we recommend that the plan note an actual date.

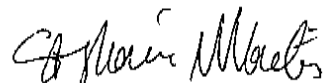
The plan states that sewerage and wastewater are delivered to the Seneca WWTP and that the plant will require additional capacity by 2015. Is this increase in capacity based in any way on any projected demand from the City? If so, what is the amount of that demand and what section of the City would need to be serviced with the additional capacity?

While it is the job of functional planning studies and documents to program future facilities and infrastructure in detail, the *Gaithersburg Master Plan* should address the overall scale of future growth and its impacts on infrastructure and public services noted above. Since the *Plan* is the overriding policy document that guides all future land development, it should address at least in general terms, present and projected infrastructure and public facility shortfalls and needs related to growth.

In order to provide this direction to the City's future leadership, the Master Plan needs a population projection on which to base a determination of impacts on existing facilities and gaps in their provision. However, no population estimates appear in this community facilities element. It should be noted that such a projection will be required in the municipal growth element which must be part of the *Master Plan* as of October 1, 2009. In addition, the municipal growth element must address that population's impacts on a wide variety of infrastructure and public facilities.

We appreciated the opportunity to comment on this latest element to your *Master Plan*. If you have any questions or comments, please contact me at 410-767-4500 or Mike Nortrup, our Metro Unit Supervisor, at (410) 767-4556.

Sincerely,



Stephanie Martins
Director, Land Use Planning and Analysis

Cc: Michael Nortrup, MDP

Kirk Eby - Re: Typos and Questions re: MP-2-07

From: <lenilevi@comcast.net>
To: "Greg Ossont" <GOssont@gaithersburgmd.gov>
Date: 12/17/2007 1:03 AM
Subject: Re: Typos and Questions re: MP-2-07
CC: "Lauren Pruss" <LPruss@gaithersburgmd.gov>

Please check the following in the Community Facilities document:

Page 3 - For Bohrer Park: Why aren't the two picnic pavilions listed?

Page 7, Para. 1: Again, why aren't the picnic pavilions listed in the last sentence?

Next to last Para.: I don't know if the list in the last sentence is supposed to be all-inclusive, but I had my fingerprints done there.

Page 9, Para. 2: It says that the DPWPME Building appears no higher than a two-story house. But to put that into context, it should say how many stories it actually is.

Page 10, last Para.: The web-site says there are four artists-in-residence studios.

Page 11, next to last Para., ln. 4: of the building was converted *[to]* the Gaithersburg

Page 14, last Para., ln. 3: Last word should be railroad, not rail road.

Page 16, Bohrer Park lists PL under Other Amenities, but the list at the bottom does not include PL. Also, while most people know what TBD is, not everyone will. That should also be explained at the bottom.

Page 18, first line: several community events sounds very limited. It should be changed to many or numerous.

Page 38, last Para.: Since there are only a limited number of utilities, perhaps their websites should be listed.

Page 43, first Para., ln. 7: Condominium Associations (COA)

last Para.: Don't Condominium Associations also have common areas? I think ours does.

Page 47, next to last Para., line 4: The Department of Veterans Affairs website calls this facility the Washington DC Veterans Affairs Medical Center. We probably should use their name for it.

Line 5-6: This facility provides medical services to military veterans, not military personnel.

Page 49, next to last Para. four lines from bottom: Services, On Our Own, Identity[,] Inc.,

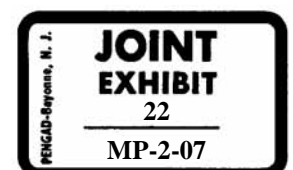
Page 57, Objective 16: ... utility *[services to]* the City.

Page 58, under Objective 17: Should there be a mention of the nuclear reactor at NIST?

under Objective 18, Bullet 1: Should Condominium Associations be included:

See you Monday night.

Lenny




Kirk Eby - Master Plan Comment

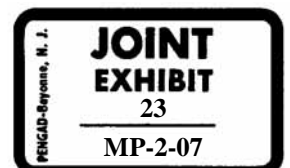
From: "Kaufman, Lloyd" <LKaufman@ncarb.org>
To: "Greg Ossont" <GOssont@gaitthersburgmd.gov>
Date: 12/17/2007 10:48 AM
Subject: Master Plan Comment

Greg,
Here is a very minor addition that should be made on page 53 of the "2003 Master Plan: Community Facilities" under Objective 17 in the first subcategory:
"Continue to hold protective easements for the grotto, carriage house, and gatehouse reproduction at the Kentlands." As I recall, the "pheasant house" structure on Gil Price's property between Briscoe Street and Inspiration Way along with the "grotto" should be noted as part of the protective easement. Several years ago we had discussions about this in the HPAC with the previous property owner.
See you at tonight's meeting.
Lloyd

Lloyd S. Kaufman
Assistant Director, Education


N C A R B
1801 K Street NW Suite 700K Washington, DC 20006
202 783 6500 Main 202 454 2238 Direct 202 783 0290 Fax
lkaufman@ncarb.org

The National Council of Architectural Registration Boards is committed to protecting the health, safety and welfare of the public through effective regulation and exemplary service.

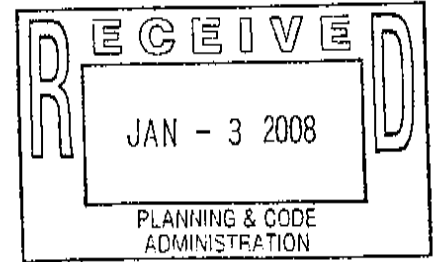


DEC 19 2007



UNITED STATES DEPARTMENT OF COMMERCE
National Institute of Standards and Technology
Gaithersburg, Maryland 20899-
OFFICE OF THE DIRECTOR

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 the opportunity to comment on the draft copy of the Community Facilities Element of the 2003 Master Plan. I apologize for the delay in responding to you. After a thorough review by a number of National Institute of Standards and Technology (NIST) officials, I am pleased to provide our comments.

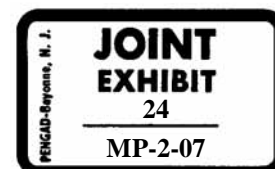
On page 22, 3.1.2 National Institute of Standards and Technology (NIST) – paragraphs to read as follows:

“The National Institute of Standards and Technology (NIST) was originally founded as the National Bureau of Standards in 1901. In 1988, its name changed to reflect its expanded mission under the Omnibus Trade and Competitiveness Act. NIST is a non-regulatory federal agency within the U.S. Department of Commerce. The agency’s mission is to promote U.S. innovation and industrial competitiveness by advancing measurement science, standards, and technology in ways that enhance economic security and improve the quality of life.

The main campus of NIST is located on 578-acre site surrounded by the City of Gaithersburg. In 2006, NIST employed approximately 2,300 scientists, researchers, and other staff at its Gaithersburg campus. The FY 2007 budget of \$843.3 million included initiatives for nanotechnology, hydrogen fuel, manufacturing, biometric identification, and improved building safety in hurricanes, fires and earthquakes. For many years, NIST leased a portion of an office building located at 820 West Diamond Avenue, which was known as NIST North. Following a recent expansion on the NIST site, this leased space was no longer needed and the NIST employees have been relocated to the main campus.”

On page 23, last paragraph under 3.1.4 Former NIKE Missile Site Launch Area – the last two sentences to read as follows:

“The National Institute of Standards and Technology (NIST) conducts limited research at the launch site, which it manages. During 2007, the City conducted a Phase II Environmental Assessment of the Nike Missile Site Launch Area, in anticipation of possible acquisition by the City and conversion to a public park.”



The logo for the National Institute of Standards and Technology (NIST), consisting of the letters "NIST" in a bold, italicized, sans-serif font.

On page 25, 3.2.3, the Maryland Transit Administration proposes a Corridor Cities Transitway (CCT) plan that would include a station at or near the NIST campus.

NIST is concerned that the CCT -- its construction and operation -- could have a negative impact upon the scientific and technical research and experiments performed at NIST which require precise and controlled environments.

NIST views it as a matter of fundamental importance to maintain the existing environmental quality of its immediate surroundings in order to protect and insure optimum conditions that are required for much of its on-campus research activities. Items adversely affecting this environmental quality take many forms such as electrical or electrostatic disturbances, acoustical disturbances, electromagnetic radiation, dust and particulate matter, and vibration. In the past, NIST has vigorously opposed the construction of large facilities and landfills in the immediate vicinity of NIST because of its concern in this regard. NIST has an inherent responsibility to protect the valuable national scientific research that occurs on this campus.

As this project enters a more detailed planning stage, NIST would anticipate that the City will conduct an Environmental Impact Study per federal NEPA laws, during which public comment from the surrounding community will be solicited. More detailed comments from NIST will be provided at that time.

If you have any questions or concerns regarding NIST's comments, please contact me at (301) 975-2300. Thank you again for the opportunity to provide comments.

Sincerely,



Richard F. Kayser
Acting Deputy Director

X. PUBLIC HEARING**JOINT – Master Plan Amendment MP-2-07: Community Facilities, an Element of the City of Gaithersburg Master Plan**

GIS Planner Eby stated that the joint public hearing was advertised in the *Gaithersburg Gazette* on October 10 and 17, 2007. He stated that the Community Facilities Element is one of several elements of the larger 2003 City Master Plan update and presented a PowerPoint presentation. The draft Element will serve as an informational and policy document to the Mayor and City Council, the Planning Commission, other boards and committees of the City, and the residents of Gaithersburg. The purpose of the draft Element is to describe, identify, and recommend community facilities and resources that benefit the City and its residents. He thanked the Ad Hoc Community Facilities Steering Committee for their review and assistance in creating the draft Element. The Committee consists of Richard Arkin, Nancy Ashby, Charles Farrell, Bruce Goldensohn, Eric McNulty, and Cathy Salgado. In addition, the Historic Preservation Advisory Committee had also reviewed the draft Element. Mr. Eby gave an overview of the Element and its objectives. The objectives will continue to implement the City's adequate public facilities ordinance, support and maintain City facilities, evaluate the need for additional facilities, and provide enhancements to existing facilities when appropriate, and continue to support and encourage facilities operated by other government agencies and private organizations. In conclusion, he stated that the next steps are for Planning staff to revise the draft Element, incorporating public comments, Planning Commission review of the revised Element and make a recommendation to the Mayor and City Council, and lastly, the Mayor and City Council will review and adopt the final version by resolution.

Speakers from the public:

1. *Clark Day, 26 Walker Avenue, representing the Historic Preservation Advisory Committee, expressed unanimous support of the draft Element. He noted that Committee Chair Arkin did not participate in the discussion or the vote as he is a member of a community facilities task force. He stated that the Plan is comprehensive and that recommendations for the City's historic properties complimented the recently adopted Historic Preservation Master Plan.*
2. *Richard Arkin, 121 Selby Street, speaking on behalf of the Community Facilities Steering Committee, expressed strong support for the objectives and recommendations of the draft Element and urged its adoption.*

There were no other speakers at the hearing.

Planning Commission Chair Bauer recommended that with the potential of County level changes at the GE Tech Park, he suggested the record on MP-2-07, be held open indefinitely.


Motion was made by Commissioner Levy, seconded by Commissioner Kaufman, that the Planning Commission holds the record open indefinitely on the above matter.


Vote: 4-0

Motion was made by Council Member Ashman, seconded by Council Member Marraffa, that the Mayor and City Council hold the record on MP-2-07, open indefinitely.

Vote: 5-0

MEMORANDUM TO: Planning Commission

FROM: Lauren Pruss, Planning Director 

VIA: Greg Ossont, Director
Planning and Code Administration 

DATE: January 3, 2008

SUBJECT: Community Facilities Element

At the joint public hearing for the Community Facilities Element of the Master Plan, the Planning Commission voted to hold the record open indefinitely. Staff originally recommended a 25-day record in order to make a recommendation to the Mayor and City Council on January 16, 2008. Due to the fact that the City learned of Montgomery County's potential plan for the GE Tech area only days before the joint public hearing, it was suggested that the respective records remain until the City obtain a better understanding of the County's timeline.

On January 7, 2008, the Mayor and City Council were briefed by representatives of the County Executive's Office. The presentation was informative and helpful but it was noted that the County's plans are very preliminary and tentative and no immediate plans have been set.

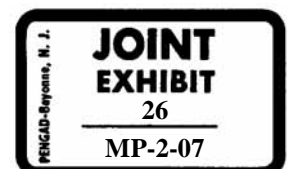
As you are aware, there are a number of master plan elements that have not been completed including the transportation, municipal growth and water resource elements. Many of these elements are interrelated and should be completed and adopted before proceeding with the others.

Accordingly, staff is recommending the Planning Commission consider making a motion at the regular meeting on January 16, 2008 to close the record on Friday, February 15, 2008. A recommendation to the Mayor and City Council could occur as early February 20, 2008.

I hope this information is helpful. If you have any questions, please contact me directly at 301-258-6330 or lpruss@gaitthersburgmd.gov

Distribution:

- F. Felton
- T. Schwarz
- K. Eby
- R. Robinson



Kirk Eby - RE: Gaithersburg Community Facilities Master Plan

From: "Gale, Rita" <Rita.Gale@montgomerycountymd.gov>
To: "Kirk Eby" <KEby@gaitersburgmd.gov>
Date: 01/25/2008 10:18 PM
Subject: RE: Gaithersburg Community Facilities Master Plan
CC: "Hamilton, Parker" <Parker.Hamilton@montgomerycountymd.gov>, "Matthews, Catherine" <Catherine.Matthews@montgomerycountymd.gov>, "Snyder, Jane" <Jane.Snyder@montgomerycountymd.gov>

Kirk,

Attached is the revised copy of the library section for the Gaithersburg Master Plan. Thanks for the opportunity to review it and recommend changes. Please let me know when the Planning Board adopts the changes that have been recommended.

Rita W. Gale

Cc Hamilton, Matthews, Snyder

Rita W. Gale, Public Services Administrator
Montgomery County Public Libraries
21 Maryland Avenue, Suite 310
Rockville, Maryland 20850
240-777-0022 [Please note this is a new address](#)

-----Original Message-----

From: Kirk Eby [mailto:KEby@gaitersburgmd.gov]
Sent: Wednesday, January 02, 2008 10:02 AM
To: Gale, Rita
Subject: Gaithersburg Community Facilities Master Plan

Attached is a MS Word document with the Community Facilities Element sections that discuss the MC Public Libraries. Please highlight any changes in yellow and re-submit to me. Thank you for taking the time to review and comment on the Element.

J. Kirk Eby
GIS Planner

City of Gaithersburg
Planning and Code Administration
31 South Summit Avenue
Gaithersburg, MD 20877
www.gaithersburgmd.gov

(301) 258-6330 office
(301) 258-6336 fax

**JOINT
EXHIBIT**

27

MP-2-07

3.3.5 Public Libraries

Montgomery County Public Libraries are the gateway for easy and equitable access to information, ideas and enrichment; where the lifelong learning needs of people are met by a diverse staff through traditional library services and new methods of information delivery; and where community needs and interests are understood in the planning and provision of all types of library services. The public library offers free and equal access to services and resources to assist the people of Montgomery County in finding ideas and information to sustain and enrich their lives.¹

Although no public libraries are located within the City limits, Gaithersburg residents are served by several County libraries in the area. Two libraries, Gaithersburg ~~Regional~~ and Quince Orchard, are located adjacent to the City limits and are ~~the two~~ among the busiest libraries in the County. The Germantown, Rockville, and Twinbrook libraries are within a 15-minute drive of Gaithersburg. In addition to books, periodicals, and reading programs, all libraries provide free access to the internet via public computers and a wireless network.

In August, 2006, the Library Department's Collection Management Unit moved from offices in Rockville to leased space on Metropolitan Court near the MVA and the MARC parking lot in Gaithersburg.

The Gaithersburg ~~Regional~~ Library is the third-largest library in the County, with over 240,500 ~~176,000~~ volumes and ~~35,000~~ 33,726 gross square feet of space. The Gaithersburg Library is scheduled to be renovated and receive a small addition during the next 10 years in FY09-10. The new Rockville ~~Regional~~ Library which opened in November 2006 and is planned to house over 250,000 volumes. The Rockville Library includes ~~71,500~~ 64,285 gross square feet devoted to the library, ~~30,900~~ 34,740 gross square feet for County Offices, and a ~~3,500~~ 3645 gross square-foot retail area. The new 44,193 gross square foot Germantown Library opened in March 2007 and will eventually include contains over 215,000 ~~180,000~~ volumes. The Program of Requirements for a new ~~40,000~~ 30,000 plus gross square foot ~~regional~~ Shady Grove library has been completed and is under review by Montgomery County's Department of Public Works and Transportation, Capital Projects Division, Design Section. This proposed library was included in the County's Shady Grove Sector Master Plan (adopted March 15, 2006), but will not be constructed until 2013 at the earliest.

❖ OBJECTIVE 15: The City should encourage changes to certain county facilities and services located in the City.

- Continue to discourage the long-term use of relocatable classrooms at schools.
- Continue to encourage MCPS to reduce its site size requirements for new schools within the more urban setting of the City, particularly where opportunities for joint use and sharing of facilities by MCPS and the City exist.

¹ Montgomery County Public Libraries, *Vision and Mission*

- Encourage Montgomery County to locate a public library within the City limits.
- Support the site evaluation process and funding for the new Shady Grove Library.
- Encourage Montgomery County to name the bus stops, post signs indicating the bus route numbers that serve each stop, and include route schedules and maps at each stop.
- Encourage the County to evaluate the need for additional bus service to large employment and population centers, such as the Lockheed-Martin and IBM offices on North Frederick Avenue and the apartment complexes on North Summit Avenue.
- Continue to support the efforts of Montgomery County and the State Highway Administration (SHA) to discourage the use of commuter parking lots as storage for commercial trucks.
- Encourage Montgomery College (MC) to consider expanding the Gaithersburg Business Training Center's (GBTC) role to include parallel course and degree offerings to those offered at MC's main campuses, similar to the satellite centers of Northern Virginia Community College.

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

February 4, 2008

CALL TO PODIUM:

Lauren Pruss

RESPONSIBLE STAFF:

Lauren Pruss, Planning Director

AGENDA ITEM:

(please check one)

| | |
|-------------------------------------|------------------------------|
| <input type="checkbox"/> | Presentation |
| <input type="checkbox"/> | Proclamation/Certificate |
| <input type="checkbox"/> | Appointment |
| <input type="checkbox"/> | 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: Close the Record |

PUBLIC HEARING HISTORY:

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

| | |
|-------------------|------------|
| Introduced | |
| Advertised | 10/10/2007 |
| | 10/17/2007 |
| | |
| | |
| Hearing Date | 12/17/2007 |
| Record Held Open | 2/22/2008 |
| Policy Discussion | 3/3/2008 |

TITLE: MP-2-07

Staff Recommendation to Close the Record on Community Facilities Element, an Amendment to the 2003 Master Plan

SUPPORTING BACKGROUND:

At the December 17, 2007 regular meeting of the Mayor and City Council, a motion to hold the record open indefinitely for the Community Facilities Element was adopted. This motion was in response to the County's announcement about their plans to purchase the GE Tech Park shortly before the joint public hearing on the draft element.

Since this time, the Mayor and City Council and the Planning Commission have been briefed on the County's plans for the site. In response, the Planning Commission voted to close their record on the element on February 12, 2008. Accordingly, staff is recommending that the Mayor and City Council also consider a motion to close the record for the Community Facilities Element on Friday, February 22, 2008. This would allow for policy discussion at the Monday, March 3, 2008 regular meeting of the Mayor and City Council.

Attached:

Memorandum from Greg Ossont to the Mayor and City Council

DESIRED OUTCOME:

Staff recommends that the Mayor & City Council vote to close their record on MP-2-07 as of 5 p.m. on Thursday, February 21, 2008, with anticipated final action during Policy Discussion on March 3, 2008.



MEMORANDUM TO: Mayor and City Council
VIA: Jim Arnoult, Acting City Manager *JPA*
FROM: Greg Ossont, Director, Planning and Code Administration *GO*
DATE: January 29, 2008
SUBJECT: Community Facilities Element

At the joint public hearing for the Community Facilities Element of the Master Plan, the Mayor and City Council voted to hold the record open indefinitely. Staff originally recommended that the Mayor and City Council vote to hold the record open until January 31, 2008 (45 days). Due to the announcement of Montgomery County's potential plan for the GE Tech Park only days before the public hearing, it was suggested that the respective records remain open until the City obtain a better understanding of the County's plans.

On January 7, 2008, the Mayor and City Council were briefed by representatives of the County Executive's Office. The presentation was informative, but it was noted that the County's plans are very preliminary and that no immediate plans have been set.

As you may be aware, there are a number of master plan elements that have not been completed, including the transportation, municipal growth, and water resources elements. Many of these elements are interrelated and should be completed and adopted before proceeding with the others.

Accordingly, staff is recommending that the Mayor and City Council consider making a motion at the February 4, 2008 regular meeting to close the record at 5:00 p.m. on Thursday, February 21, 2008. The Planning Commission considered a similar motion, and on January 7, 2008, voted to close their record on Friday, February 15, 2008. This will allow for policy discussion and possibly final action on the Community Facilities Element to take place at the March 3, 2008 regular meeting of the Mayor and City Council.

If you have any questions regarding this matter, you may contact me directly at 301-258-6330 or gossont@gaithersburgmd.gov.

Distribution:
F. Felton
L. Pruss
T. Schwarz
K. Eby
R. Robinson



IV. DISCUSSION

MP-2-07 – Community Facilities Element of the City Master Plan

Planning Director Pruss referenced her memorandum to the Commission dated January 3, 2008, providing background on the above-referenced application and recommending the



closing of the Planning Commission's public hearing record so that it can be scheduled for recommendation to the City Council in February.

Commissioner Hopkins moved, seconded by Alternate Commissioner Lanier, to close the Planning Commission's record at 5:00 p.m. on February 12, 2008.

Vote: 4-0

MEMORANDUM TO: Planning Commission
FROM: Kirk Eby, GIS Planner *KE*
DATE: February 11, 2008
SUBJECT: Recommended changes to the draft Community Facilities
Element of the 2003 Master Plan for the City of Gaithersburg

On December 17, 2007, the Mayor and City Council and Planning Commission held a Joint Public Hearing on application MP-2-07, the draft Community Facilities Element of the 2003 Master Plan. While both the Mayor and City Council and Planning Commission records were open, staff received public comments from a variety of public agencies and the Planning Commission.

Staff has taken the opportunity since the Joint Public Hearing and prior to the Planning Commission's recommendation to review these comments and make changes to the draft Community Facilities Element, as necessary. The following summarizes the changes made to the draft and cites the source for each change in brackets/italics:

- Page 3, Table 1, under Bohrer Park/Summit Hall Farm, add information about the two pavilions in the park. [*Commissioner Levy*]
- Page 7, paragraph 2 of Section 2.1.5, last sentence: add "two pavilions," after "athletic fields". [*Commissioner Levy*]
- Page 9, paragraph 2 of Section 2.1.9, second to last sentence: add "even though it has three levels" to the end of the sentence. [*Commissioner Levy*]
- Page 10, paragraph 1 of Section 2.1.13, last sentence: add "(pheasant barn) ruins" after "greenhouse". [*Commissioner Kaufman*]
- Page 11, paragraph 1 of Section 2.1.15, second sentence: add "to" after "converted". [*Commissioner Levy*]
- Page 14, paragraph 1 of Section 2.1.21, second sentence: change "rail road" to "railroad". [*Commissioner Levy*]
- Page 16, Table 2, key at bottom of table to Other Amenities: add "PL – Pavilions" and "TBD – To Be Determined". [*Commissioner Levy*]
- Page 18, paragraph 1 of Section 2.3, first sentence: change "several" to "an abundant variety of". [*Commissioner Levy*]



- Page 22, paragraph 1 of Section 3.1.2, third sentence: change “US Commerce Department’s Technology Administration” to “U.S. Department of Commerce”. [*National Institute of Standards and Technology (NIST)*]
- Page 22, paragraph 2 of Section 3.1.2, third sentence: change “includes initiatives for nanotechnology, systems interoperability, biometric detection, recognition of organizational performance excellence, and outreach to small manufacturers” to “included initiatives for nanotechnology, hydrogen fuel, manufacturing, biometric identification, and improved building safety in hurricanes, fires, and earthquakes”. [*NIST*]
- Page 22, paragraph 2 of Section 3.1.2, last sentence: change “space is no longer needed” to “space was no longer needed”. [*NIST*]
- Page 23, paragraph 2 of Section 3.1.4, second to last sentence: change “which is currently managed by the U.S. Army Corps of Engineers” to “which it manages”. [*NIST*]
- Page 23, paragraph 2 of Section 3.1.4, last sentence: change “During” to “In” and change “will conduct” to “conducted”. [*NIST*]
- Page 25, paragraph 1 of Section 3.2.2, first sentence: change “main office” to “Gaithersburg Branch office” and delete “for Montgomery County”. [*Maryland Motor Vehicle Administration (MD MVA)*]
- Page 25, paragraph 1 of Section 3.2.2, second sentence: change “main office” to “Gaithersburg Branch office” [*MD MVA*]
- Page 25, paragraph 1 of Section 3.2.2, third sentence: delete “MVA”. [*MD MVA*]
- Page 25, paragraph 1 of Section 3.2.3, last sentence: change “The MTA anticipates no changes to the MARC service in Gaithersburg.” to “The MARC Growth and Investment Plan, announced in September 2007, will provide additional peak, off-peak, and reverse commuter service over the Plan’s 2010 to 2035 timeframe.” [*Maryland Transit Administration (MTA)*]
- Page 26, paragraph 4 of Section 3.2.3, second sentence: delete “School Drive” [*MTA*]
- Page 26, paragraph 4 of Section 3.2.3, last sentence: change “the CCT is expected to be constructed sometime after 2010.” to “construction of the CCT is expected to begin no earlier than 2012.” and delete footnote 11. [*MTA*]
- Page 25, paragraph 2 of Section 3.2.2, first sentence: change “main office” to “Gaithersburg Branch office”. [*MD MVA*]

- Page 29, paragraph 3 of Section 3.3.2, second sentence: change “twelve career staff” to “fourteen career staff”. [*Montgomery County Department of Fire and Rescue Services (MC DFRS)*]
- Page 29, paragraph 3 of Section 3.3.2, third sentence: change “two ambulances, a medic unit” to “one ambulance, two medic units”. [*MC DFRS*]
- Page 29, paragraph 3 of Section 3.3.2, fourth sentence: change “third ambulance is staffed by career” to “second ambulance staffed by two career”. [*MC DFRS*]
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- Page 29, paragraph 5 of Section 3.3.2, second sentence: change “eight career staff” to “nine career staff” and delete “reconnaissance”. [*MC DFRS*]
- Page 29, paragraph 6 of Section 3.3.2, first sentence: add “or near” after “proposed in”. [*MC DFRS*]
- Page 29, paragraph 7 of Section 3.3.2, first sentence: change “MD Route 28” to “Darnestown Road (MD Route 28)”. [*MC DFRS*]
- Page 29, paragraph 7 of Section 3.3.2, second sentence: change “completion in 2009” to “completion in 2010-2011”. [*MC DFRS*]
- Page 29, paragraph 8 of Section 3.3.2, second sentence: change “completion is 2009” to “completion is mid-2009” and change “an EMS unit and one engine, and potentially an aerial unit and a rescue squad” to “an EMS unit, one engine, an aerial unit, and potentially a rescue squad”. [*MC DFRS*]
- Page 29, paragraph 9 of Section 3.3.2, second sentence: change “completion in 2009” to “completion in early 2009”. [*MC DFRS*]
- Page 30, paragraph 10 of Section 3.3.2, last sentence: change “will be requested” to “has been requested” and change “the County’s FY09-14 CIP budget” to “the MCFRS FY09-14 CIP budget”. [*MC DFRS*]
- Page 30, paragraph 11 of Section 3.3.2, first sentence: add the following footnote: “Response time is defined as the time required for receiving, processing, and traveling to the site of an emergency call. (Section 24-248 of the City Code)”. [*MC DFRS*]
- Page 35, paragraph 2 of Section 3.3.5, second sentence: delete “Regional” and change “the two busiest” to “among the busiest”. [*Montgomery County Public Libraries (MC PL)*]

- Page 35, Section 3.3.5, add the following paragraph between paragraphs 2 and 3: “In August 2006, the Library Department’s Collection Management Unit moved from offices in Rockville to leased space on Metropolitan Court near the MVA and the MARC parking lot in Gaithersburg.” [MC PL]
- Page 35, paragraph 3 of Section 3.3.5, first sentence: delete “Regional”, change “176,000 volumes” to “over 240,500 volumes”, and change “35,000 square feet” to “33,726 gross square feet”. [MC PL]
- Page 35, paragraph 3 of Section 3.3.5, second sentence: change “during the next 10 years” to “FY 09-10”. [MC PL]
- Page 35, paragraph 3 of Section 3.3.5, third sentence: delete “Regional”, add “November” before 2006, and change “is planned to house 200,000 volumes” to “houses over 250,000 volumes”. [MC PL]
- Page 35, paragraph 3 of Section 3.3.5, fourth sentence: change “71,500 square feet” to “64,285 gross square feet”, change “30,900 square feet” to “34,740 gross square feet”, and change “3,500 square feet” to “3,645 gross square feet”. [MC PL]
- Pages 35-36, paragraph 3 of Section 3.3.5, fifth sentence: change “44,193 square foot” to “44,193 gross square foot” and change “will eventually include 180,000 volumes” to “contains over 215,000 volumes”. [MC PL]
- Page 36, paragraph 3 of Section 3.3.5, insert between the fifth and sixth sentences: “The Program of Requirements for a new 30,000-plus gross square foot Shady Grove library has been completed and is under review by Montgomery County’s Department of Public Works and Transportation, Capital Projects Division, Design Section.” [MC PL]
- Page 36, paragraph 3 of Section 3.3.5, sixth sentence: change “A new 40,000 square foot regional library is included” to “The proposed library was included.” [MC PL]
- Page 41, paragraph 3 of Section 3.4.4, insert between the third and fourth sentences: “In 2003, the Seneca WWTP was expanded from 5 MGD to 20 MGD and upgraded to improve nutrient removal.” [Washington Suburban Sanitary Commission (WSSC)]
- Page 41, paragraph 3 of Section 3.4.4, fourth sentence: change “The expansion of the Seneca WWTP from 5 MGD to 20 MGD is included in Montgomery County’s ‘Ten-year Comprehensive Water Supply and Sewerage System Plan 2003-2012’ and will likely be completed before 2015.” to “The Seneca WWTP is currently being expanded to 26 MGD and is included in Montgomery County’s “Ten-year Comprehensive Water Supply and Sewerage System Plan 2003-2012” and is scheduled to be completed by 2012.” [WSSC]

- Page 41, paragraph 4 of Section 3.4.4: change “Additional water and sewer service lines will likely be constructed in new developments, but there are no plans to expand or upgrade the current lines within the City limits. The WSSC will continue to require water and sewer easements in these new developments.” to “The WSSC is entering into the third year of a Consent Decree to reduce sanitary sewer overflows. One component of reducing overflows is identifying sewer pipe defects and areas where repairs are needed. In addition, WSSC is planning to increase its program for replacement of older water lines. It is anticipated that some areas of the City will require water and sewer repairs and replacement over the next several years. Additional water and sewer service lines will be constructed in new development projects and WSSC will continue to require water and sewer easements in these new areas.” [WSSC]
- Page 43, paragraph 1 of Section 4.1.1, first sentence: change “COA” to “Condo Association” [Commissioner Levy]
- Page 43, paragraph 1 of Section 4.1.2, second sentence: change “These HOA or” to “These HOA, Condo Association, or”. [Commissioner Levy]
- Page 43, paragraph 1 of Section 4.1.2, third sentence: change “Other HOA and” to “Other HOA, Condo Association, and”. [Commissioner Levy]
- Page 43, paragraph 1 of Section 4.1.2, fourth sentence: delete “HOA and multiple-family” [Commissioner Levy]
- Page 43, paragraph 1 of Section 4.1.2, last sentence: change “businesses and” to “businesses, Condominium areas, and”. [Commissioner Levy]
- Page 47, paragraph 2 of Section 4.3.1, last sentence: change “Veteran’s Hospital in D.C.” to “Washington D.C. Veterans Affairs Medical Center” and change “military personnel” to “military veterans”. [Commissioner Levy]
- Page 53, Objective 7, first recommendation: change “grotto” to “grotto and greenhouse (pheasant barn) ruins”. [Commissioner Kaufman]
- Page 56, Objective 14, insert between first and second recommendations: “Continue to support the site evaluation process and funding for the new Shady Grove Library.” [MC PL]
- Page 57, Objective 16: change “service the City” to “services to the City” [Commissioner Levy]
- Page 58, Objective 18, first recommendation: change “(HOAs) and” to “(HOAs) and Condominium Associations and” [Commissioner Levy]

Should you have any questions, please contact me at 301-258-6330, or by e-mail at keby@gaitersburgmd.gov.

STAFF COMMENTS FOR PLANNING COMMISSION

MEETING DATE: February 20, 2007

PLAN: **MP-2-07**

TITLE: **COMMUNITY FACILITIES MASTER PLAN
ELEMENT**

REQUEST: **Resolution of the Planning Commission
Approving an Amendment to the General Plan
for the City of Gaithersburg Master Plan, the
Community Facilities Element and
Recommending Adoption of this Plan by the
Mayor and City Council.**

ZONE: N/A

APPLICANT: City of Gaithersburg Planning Commission

STAFF PERSON: Kirk Eby, GIS Planner

Enclosures:

Staff Comments
Draft Resolution
Exhibit 32, memorandum of recommended changes to the draft Element
Exhibit 33, revised draft Element, with changes highlighted
Index of Memoranda
Exhibits 20-30

**JOINT
EXHIBIT**

34

MP-2-07

STAFF COMMENTS

The draft Community Facilities Element was made available to the public and distributed to the Mayor and City Council and Planning Commission on December 13, 2007. The Mayor and City Council and Planning Commission held a joint public hearing on December 17, 2007. Following the public testimony, the Mayor and City Council and Planning Commission discussed the impact of Montgomery County's plans for the GE Technology Park on the Community Facilities Element. The Mayor and City Council and Planning Commission voted to hold their records open indefinitely, pending additional information about the County's plans. On January 7, 2008, representatives of the County Executive's Office briefed the Mayor and City Council on the County's plans for the GE Technology Park and indicated that the County has only conceptual and tentative plans for the area.

As a result, staff recommended that the Mayor and City Council and Planning Commission close their records so that the Community Facilities Element can be reviewed and adopted. At its January 16, 2008 meeting, the Planning Commission voted to close its record on February 12, 2008 at 5 p.m. At the February 4, 2008 meeting, the Mayor and City Council voted to close their record on February 22, 2008, at 5 p.m.

In response to public comments received, staff has prepared a memorandum, Exhibit 32, detailing the recommended changes to the draft Community Facilities Element. Staff has prepared a revised version of the draft, exhibit 33, which incorporates most of the recommended substantial changes and corrects minor grammatical and formatting errors. This revised draft, dated February 11, 2008, indicates the revisions with yellow and red highlighting for changes and deletions, respectively.

Conclusion: staff recommends to the Commission **TO APPROVE RESOLUTION PCR-1-08 RECOMMENDING ADOPTION OF MP-2-07 TO THE MAYOR AND CITY COUNCIL.**

RESOLUTION No. PCR-1-08

RESOLUTION OF THE PLANNING COMMISSION
APPROVING AN AMENDMENT TO THE GENERAL PLAN
FOR THE CITY OF GAITHERSBURG MASTER PLAN
REVISING THE COMMUNITY FACILITIES ELEMENT
AND RECOMMENDING ADOPTION OF THIS PLAN
BY THE MAYOR AND CITY COUNCIL

(MP-2-07)

WHEREAS, Section 3.05 of Article 66B of the Annotated Code of Maryland sets forth the function and duty of the Planning Commission to make and approve a general plan or amendments thereto and recommend same to the local legislative body for adoption, to serve as a guide to public and private actions and decisions to ensure the logical development of public and private property in appropriate relationships; and

WHEREAS, as codified in Article 66B of the Annotated Code of Maryland, the General Plan, at a minimum, is required to contain goals, objectives, principles, policies, and standards, which shall serve as a guide for the development and economic and social well-being of the local jurisdiction; and

WHEREAS, Section 3.05(a)(4)(iv) of Article 66B of the Annotated Code of Maryland sets forth that the General Plan must include a community facilities plan element, which shall propose the most appropriate and desirable patterns for the general location, character, and extent of public and semipublic buildings, land, and facilities on a schedule that extends as far into the future as is reasonable; and

WHEREAS, the adopted Process and City Overview Plan (MP-1-03) established the City's vision, themes, mission statement, and guiding principles, including the themes of identity and community facilities; and

WHEREAS, the City has drafted a Community Facilities Element that was the subject of a joint Planning Commission and Mayor and City Council public hearing on December 17, 2007 (MP-2-07); and

WHEREAS, a thorough review and study of testimony, correspondence and other documentation on the draft plan was completed through a joint public hearing and a Planning Commission discussion on February 20, 2007.

NOW, THEREFORE, BE IT RESOLVED by the City of Gaithersburg Planning Commission that the General Plan for the City of Gaithersburg, approved by this Commission on December 30, 1974, and last amended on May 15, 2006, be and it is hereby further amended as follows:

The Master Plan Community Facilities Element, dated October 3, 2007, and entered in the official record as Exhibit 1, is hereby approved, subject to the following revisions:



- Page 3, Table 1, under Bohrer Park/Summit Hall Farm, add information about the two pavilions in the park.
- Page 7, paragraph 2 of Section 2.1.5, last sentence: add “two pavilions,” after “athletic fields”.
- Page 9, paragraph 2 of Section 2.1.9, second to last sentence: add “even though it has three levels” to the end of the sentence.
- Page 10, paragraph 1 of Section 2.1.13, last sentence: add “(pheasant barn) ruins” after “greenhouse”.
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- Page 25, paragraph 1 of Section 3.2.2, second sentence: change “main office” to

“Gaithersburg Branch office”

- Page 25, paragraph 1 of Section 3.2.2, third sentence: delete “MVA”.
- Page 25, paragraph 2 of Section 3.2.2, first sentence: change “main office” to “Gaithersburg Branch office”.
- Page 25, paragraph 1 of Section 3.2.3, last sentence: change “The MTA anticipates no changes to the MARC service in Gaithersburg.” to “The MARC Growth and Investment Plan, announced in September 2007, will provide additional peak, off-peak, and reverse commuter service over the Plan’s 2010 to 2035 timeframe.”
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- Page 36, paragraph 3 of Section 3.3.5, sixth sentence: change “A new 40,000 square foot regional library is included” to “The proposed library was included”.

- Page 41, paragraph 3 of Section 3.4.4, insert between the third and fourth sentences: “In 2003, the Seneca WWTP was expanded from 5 MGD to 20 MGD and upgraded to improve nutrient removal.”
- Page 41, paragraph 3 of Section 3.4.4, fourth sentence: change “The expansion of the Seneca WWTP from 5 MGD to 20 MGD is included in Montgomery County’s ‘Ten-year Comprehensive Water Supply and Sewerage System Plan 2003-2012’ and will likely be completed before 2015.” to “The Seneca WWTP is currently being expanded to 26 MGD and is included in Montgomery County’s ‘Ten-year Comprehensive Water Supply and Sewerage System Plan 2003-2012’ and is scheduled to be completed by 2012.”
- Page 41, paragraph 4 of Section 3.4.4: change “Additional water and sewer service lines will likely be constructed in new developments, but there are no plans to expand or upgrade the current lines within the City limits. The WSSC will continue to require water and sewer easements in these new developments.” to “The WSSC is entering into the third year of a Consent Decree to reduce sanitary sewer overflows. One component of reducing overflows is identifying sewer pipe defects and areas where repairs are needed. In addition, WSSC is planning to increase its program for replacement of older water lines. It is anticipated that some areas of the City will require water and sewer repairs and replacement over the next several years. Additional water and sewer service lines will be constructed in new development projects and WSSC will continue to require water and sewer easements in these new areas.”
- Page 43, paragraph 1 of Section 4.1.1, first sentence: change “COA” to “Condo Association”
- Page 43, paragraph 1 of Section 4.1.2, second sentence: change “These HOA or” to “These HOA, Condo Association, or”.
- Page 43, paragraph 1 of Section 4.1.2, third sentence: change “Other HOA and” to “Other HOA, Condo Association, and”.
- Page 43, paragraph 1 of Section 4.1.2, fourth sentence: delete “HOA and multiple-family”
- Page 43, paragraph 1 of Section 4.1.2, last sentence: change “businesses and” to “businesses, Condominium areas, and”.
- Page 47, paragraph 2 of Section 4.3.1, last sentence: change “Veteran’s Hospital in D.C.” to “Washington D.C. Veterans Affairs Medical Center” and change “military personnel” to “military veterans”.
- Page 53, Objective 7, first recommendation: change “grotto” to “grotto and greenhouse (pheasant barn) ruins”.
- Page 56, Objective 14, insert between first and second recommendations:

“Continue to support the site evaluation process and funding for the new Shady Grove Library.”

- Page 57, Objective 16: change “service the City” to “services to the City”
- Page 58, Objective 18, first recommendation: change “(HOAs) and” to “(HOAs) and Condominium Associations and”

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Planning Commission recommends adoption of this plan by the Mayor and City Council.

WE DO HEREBY CERTIFY that the above resolution was adopted by the City of Gaithersburg Planning Commission by the following vote of 5-0, on February 20, 2008:

John Bauer, Chair
Gaithersburg Planning Commission

Vice Chair Leonard J. Levy

Commissioner Danielle L. Winborne

Commissioner Mathew S. Hopkins

Commissioner Lloyd S. Kaufman