



Gaithersburg  
A CHARACTER COUNTS! CITY

31 South Summit Avenue  
Gaithersburg, Maryland 20877  
Telephone: 301-258-6330

## MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION FEBRUARY 13, 2008

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Chair John Bauer called the meeting to order at 7:30 p.m. Present at the meeting were Vice-Chair Lenny Levy, Commissioners Matthew Hopkins, Lloyd Kaufman, and Danny Winborne, Planning and Code Administration Director Greg Ossont, Community Planning Director Trudy Schwarz, Planners Jacqueline Marsh, Rob Robinson, and Eliza Voigt, Planning Intern Allen Meyer, and Recording Secretary Myriam Gonzalez. Absent: Alternate Commissioner Geri Lanier.

### I. ELECTION OF OFFICERS

Vice-Chair Levy moved, seconded by Commissioner Kaufman, to nominate John Bauer as Planning Commission Chair. There were no more nominations

Vote: 4-0-1 to elect John Bauer as Chair (Abstained: Bauer)

Commissioner Winborne moved, seconded by Commissioner Kaufman, to nominate Lenny Levy as Planning Commission Vice-Chair. There were no more nominations.

Vote: 4-0-1 to elect Lenny Levy as Vice-Chair (Abstained: Levy)

### II. APPROVAL OF MINUTES

January 16, 2008, Planning Commission Meeting

Commissioner Kaufman moved, seconded by Commissioner Hopkins, to APPROVE the Minutes of the January 16, 2008, Planning Commission Meeting as submitted.

Vote: 3-0-2 (Abstained: Levy and Winborne)

### III. CONSENT

AFP-08-001 -- Fano Residence  
8 Fullview Court  
Carport Enclosure  
AMENDMENT TO FINAL PLAN REVIEW

AFP-08-002 -- Oakey Property  
1 Glazebrook Court  
2<sup>nd</sup>-Floor Addition and Carport Enclosure  
AMENDMENT TO FINAL PLAN REVIEW

Vice-Chair Levy moved, seconded by Commissioner Winborne, to APPROVE the Consent Agenda.

Vote: 5-0

#### IV. RECOMMENDATION TO HISTORIC DISTRICT COMMISSION

HD-32 -- Request for historic designation of the England Crown Farm site at 9800 Fields Road, Gaithersburg, Maryland. The structures were built circa 1894. The City's Historic Preservation Advisory Committee recommended historic designation of the England Crown Farm historic site based on criteria within Section 24-226 of the City Code.

Commissioner Hopkins recused himself from this review due to a possible conflict of interest.

Planner Marsh located the site and stated the Commission conducted a joint public hearing with the Historic District Commission on January 7, 2008, with the Commission's record closing on February 5, 2008. She referenced the Staff Analysis of this application, noting it recommends the site be designated as a local historic site, including the environmental setting and structures which she listed. Ms. Marsh also listed two conditions that are included in the recommendation and answered questions of Chair Bauer and Commissioner Winborne regarding the approval of the Design Guidelines by the Historic District Commission and the future use of the structures to be designated as historic.

Planning and Code Administration Director Ossont, in response to Commissioner Kaufman, added that the developer of the Crown Farm project is responsible for maintaining and securing the structures on the property. Vice-Chair Levy inquired about the possibility of conducting a charrette, as previously suggested, to determine the future of the property under consideration for historic designation and Mr. Ossont favored that suggestion. Chair Bauer voiced his support of the application and commented on the thoroughness of the analysis of the proposal. The Commission moved as follows:

Vice-Chair Levy moved, seconded by Commissioner Winborne, to recommend to the Historic District Commission, APPROVAL of Historic Designation Application HD-32, England Crown Farm, with the following conditions:

1. Design guidelines for the historic site shall be crafted to provide for future development of the City park land and also for protection of the stream valley buffer; and
2. Any buildings that do not fall under historic designation and are slated for demolition shall be documented and salvageable materials made available for reuse.

Vote: 4-0

#### V. RECOMMENDATION TO MAYOR AND COUNCIL

Z-310 -- Crown Village Farm, LLC, c/o KB Homes

Request for approval to amend the sketch plan of amended annexation X-182, known as the Crown Property (Parcels 445, 600, 905, 883, & 820), in Gaithersburg, Maryland. The proposed plan includes a mix of uses, including 2,250 residential units and 320,000 square feet of future commercial uses on approximately 180 acres of land. The subject property is bordered by Fields Road, Sam Eig Highway, and Omega Drive.

Commissioner Hopkins recused himself from this review due to a possible conflict of interest.



the building, noting four entrances and interior changes. Mr. Savage indicated the building would comply with American Disabilities Act (ADA) requirements and added there would be no elevator. Regarding signage, he stated that no building signage is included with this application.

In response to Chair Bauer's inquiry about parking availability, Mr. Newman noted there is a parking agreement with the property across the street. Commissioner Kaufman voiced a concern over the safety of church goers crossing the street. Mr. Newman referenced Condition 3 and indicated that a crosswalk would be added after a monitoring period of six months if the DPWPM&E requires it, noting that traffic on Firstfield Road is minimal on Sundays. In response to Commissioner Winborne, Mr. Newman stated there are minimal opportunities for Leadership in Energy & Environmental Design (LEED) credits, other than in lighting, because this plan is only for remodeling the building.

*Seneca Creek Community Church Pastor Mark Tindle* answered Commissioner Kaufman's question about other activities associated with the Church by noting there are no plans for significant classroom or daycare uses on weekdays.

There was no testimony from the public.

Mr. Meyer stated the plan meets the approval criteria of the City Code and voiced staff's recommendation for approval of the plan and waiver requests, with conditions as listed in the motion below.

The Commission briefly discussed ways to address the pedestrian safety issue if any measures are deemed necessary. Chair Bauer favored the placing of an identification sign on the building. Mr. Savage noted that an appropriate Church logo on the sky light would be considered. Commissioner Winborne commented favorably on the application.

Commissioner Winborne moved, seconded by Commissioner Kaufman, to grant AFP-07-045 - Seneca Creek Community Church, AMENDMENT TO FINAL PLAN APPROVAL, finding it in compliance with Zoning Ordinance §§ 24-170 and 24-172, with the following conditions:

1. The Planning Commission is to grant a waiver of 3.1 percent of the required eight (8) percent parking lot green space and an aisle width waiver of one (1) foot for the western drive aisle, and six (6) feet for the northern drive aisle;
2. The main parking lot is to be restriped with double stripes as required by the City of Gaithersburg standards at such time as the entire parking lot is resurfaced or restriped;
3. A crosswalk is to be built across Firstfield Road, at the expense of Seneca Creek Community Church, when DPWPM&E deems it necessary; and
4. A final photometric plan is to be approved by the DPWPM&E before the issuance of a building permit.

Vote: 5-0

Commissioner Winborne moved, seconded by Vice-Chair Levy, to grant the following PARKING WAIVERS:



Respectfully submitted,

M. Gonzalez  
Recording Secretary