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Joint Hearing - MCC & PC  
Z-316  
Exhibit #33

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## Gaithersburg

A CHARACTER COUNTS!

CITY OF GAITHERSBURG

MINUTES OF A CITY COUNCIL AND PLANNING COMMISSION

JOINT WORK SESSION

CITY HALL COUNCIL CHAMBERS

MONDAY, MARCH 26, 2012

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A joint work session of the Mayor and City Council and the Planning Commission was called to order at 7:35 p.m., Mayor Katz presiding. Council Members present: Ashman, Drzyzgula, Marraffa, Sesma, and Spiegel. Planning Commissioners present: Bauer, Kaufman, Winborne, Hopkins and Lanier. Staff present: City Manager Jones, City Attorney Board, Planning Director Pruss and Community Planning Director Schwarz.

### **I. TOPIC OF DISCUSSION**

- A. **Z-316, Application to rezone 62.83 acres of land from the R-A (Low Density Residential) Zone and the I-1 (Light Industrial) Zone to the MXD (Mixed Use Development) Zone, in accordance with § 24-196 (Map Amendments) of the City Code. The property is located southeast of Exit 11, I-270 interchange, west of the CSX railroad tracks, north of Perry Parkway, and south of Chestnut Street. The property is commonly known as the Montgomery County Fairgrounds (Parcels P700 and P616) in the City of Gaithersburg.**

Following a summary of the application by Community Planning Director Schwarz, representatives of the Montgomery County Agricultural Center, Inc., Jim Clifford of Clifford, Debelius, Bonifant, Fitzpatrick & Hyatt, Chtd. and David Ager, Townscape Design, LLC, gave an overview of the proposed rezoning and Sketch Plan. Mr. Ager reviewed the changes in density and road configuration of the sketch plan and summarized the Project Description and the Design Guidelines and phasing for the project.

Following a discussion with the City Council and the Planning Commission concerning connectivity of the site, the applicant was directed to realign the McBain Avenue right-of-way through the property of the Agricultural Center as shown in the Transportation Element of the Master Plan and add an alternate route for its location as suggested by the applicant. There was also discussion concerning approving the Natural Resource Inventory/Forest Stand Delineation (NRI/FSD) as a final site plan to allow continued improvements to current structures on the property to be reviewed by the Planning Commission. The Council asked for more information on this method of approval. In response to questions, it was noted that this property is in a moratorium in relation to the adequate public facilities (APFO) for schools. However, the APFO test for school is not required to be reviewed at this level of review, but at the time of Schematic Development Plan review. Planning Director Pruss added that this property would be eligible for a waiver under the current text amendment under review.

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Speakers from the public:

1. Richard Arkin, 121 Selby Street
2. Jay Persensky, 116 Summit Hall Road

There were no other speakers from the public.

Motion was made by Vice-Chair Kaufman, seconded by Commissioner Winborne, to hold the Planning Commission record for Z-316 open for 30 days, closing at 5 p.m. on Wednesday, April 25, 2012.

Vote: 5-0

Motion was made by Council Member Sesma, seconded by Council Member Ryan, to hold the Mayor and City Council record for Z-316 open for 45 days, closing at 5 p.m. on Thursday, May 10, 2012.

Vote: 5-0

## II. **ADJOURNMENT**

There being no further business to come before this session of the City Council, the meeting was duly adjourned at approximately 8:45 p.m.

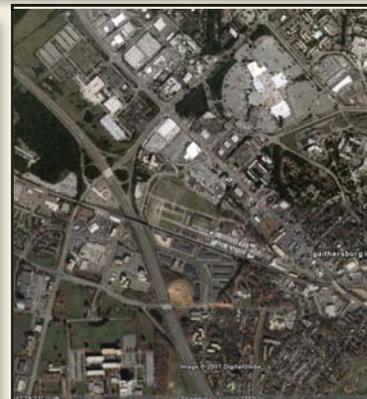
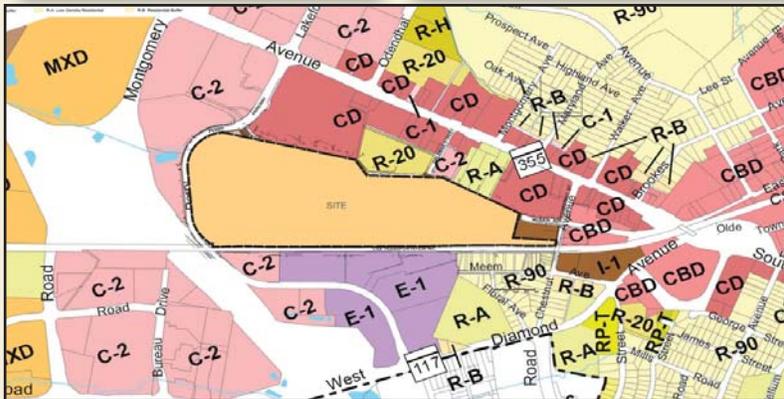
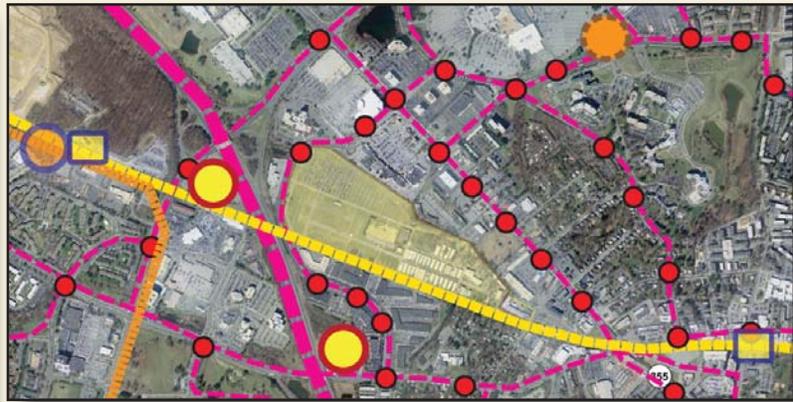
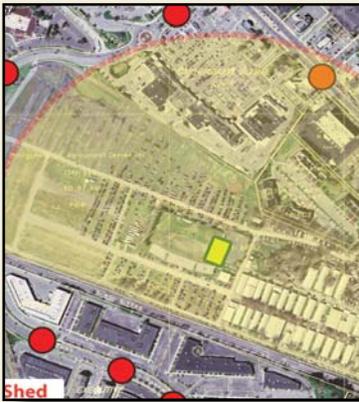
Respectfully submitted,

Trudy M. W. Schwarz  
Community Planning Director

# Design Guidelines

for the Requested Rezoning to MXD  
Case Z-316

Montgomery County Agricultural Center Property  
Gaithersburg, Maryland



Prepared for:  
The Montgomery County Agricultural Center, Inc.  
16 Chestnut Street, Gaithersburg, Maryland

Prepared by:  
Townscape Design LLC

August 16, 2011, revised April 17, 2012

Joint Hearing - MCC & PC  
Z-316  
Exhibit #35

## Design Guidelines

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### PURPOSE

The following design guidelines are intended to be supplemental to the general project description and community concept narrative in the Project Description submitted in support of the MXD rezoning request for the Property. The general purpose of the guidelines is to provide guidance to builders, developers, property owners and development applicants.

### APPLICABILITY AND USE

These guidelines apply to all development within the Project limits. The guidelines are not regulations but will be used by the City staff, the Planning Commission and the Mayor and Council in reviewing development applications submitted under the City's Mixed Use Development (MXD) development plan review process.

The general goals and framework within these guidelines are 'Sketch Plan' level in detail. These standards may be modified and/or supplemented at the time of Schematic Development Plan and/or Final Site Plan review and do not reflect a final site plan condition.

Modifications to, or waivers of, design standards could be recommended and/or suggested by and applicant as part of the City's MXD development plan review process. Any modification or variance request must first be approved by the Master Developer and then presented to the Planning Commission for review. The Planning Commission may approve or deny modification requests.

These guidelines are a supplement to the City of Gaithersburg code. Where a guideline or standard in this document is in conflict with any provision of the code, the code shall take precedence and shall apply unless a waiver to typical standards is allowed and approved.

## 1. Streets and Parking.

- 1.1. CONTEXT. The site is surrounded by several streets and highways that provide excellent regional access. They include Interstate 270 (Freeway); Major Arterials such as Frederick Avenue (MD 355) and Montgomery Village Avenue/Quince Orchard Road (Rte 124); West Diamond Avenue (Rte 117) (Arterial); Collector Roads including East Diamond Avenue, Odendhal Avenue, Chestnut Street and Perry Parkway; and a Minor Collector: Russell Avenue. All other streets in the general area of the site are considered local streets, including Dalamar Street.
- 1.2. STREETSCAPE. Streetscape is the public and private space between the buildings on either side of a street that defines its character, including sidewalk, street paving, landscaping, building facades, street furnishings, signs, awnings, street lighting, etc. Streetscape requirements may include some or all of these elements and will be developed at Schematic Development Plan review and finalized at Final Site Plan review.
- 1.3. THOROUGHFARE TYPES. On-site streets will be designed in context with their surrounding following the general guidance established in City documents and the ITE Recommended Practice: *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*. Generally the design elements for streets will relate to three primary variables: Context Zone, Thoroughfare Type and the Predominant Land Use/Ground Floor Use.
  - 1.3.1. McBAIN AVENUE (Minor Collector). McBain Avenue is the new parallel street to Frederick Avenue (MD 355) which passes through a portion of this project. This street is intended to provide connectivity between East Diamond Avenue/Chestnut Street and Perry Parkway.
  - 1.3.2. MAIN STREET. Main Street is the unifying element for the neighborhood linking the more urban and dense northern section with the lower density residentially focused southern section. It has a change of character as it passes through different sections of the neighborhood. The north section is anticipated to provide primary retail frontage with ground level commercial, restaurants and/or entertainment. Primary retail frontage may occur along one or more of the cross streets in this area. The central and southern portions of this street have primarily residential frontages. The main street terminates at a park at its southern end.
  - 1.3.3. OTHER STREETS. This is the most common thoroughfare type in the community. These thoroughfares are intended to be low speed pedestrian-friendly streets with parallel parking and sidewalks. Variations of design and character are illustrated in the typical sections and will be based on the context zone and surrounding land uses and ground floor uses.
  - 1.3.4. ALLEYS. Alleys are intended for utility service and access to adjoining structures in order to avoid multiple access points along the street system. Alley access points will include screening strategies such as landscaping and screen walls in order to mitigate views of the alley system.

1.3.5.SUGGESTED STREET SECTIONS. Street design will follow a 'complete street-green street' approach including environmentally sensitive stormwater design features (ESDs), pedestrian ways and amenities, on-street parking and landscape elements integrally designed into the street fabric. Final sections will be approved during Schematic Development Plan.

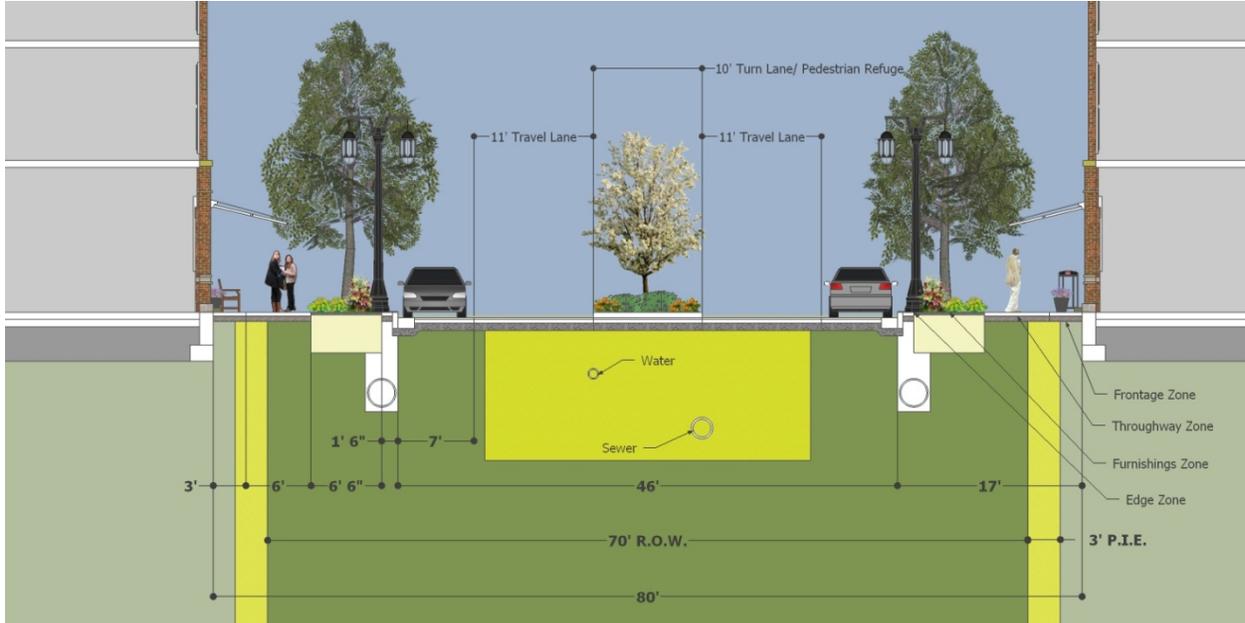


Figure 1 - Commercial Street (ST-70-46) with two travel lanes and center turning lane, north area of property. Right-of-way may be reduced to 48 feet when streetside areas are put into private ownership. PUEs are planned in alleys. Where necessary, PUEs will be provided along street right-of-way edges in order to provide connectivity in the system, based on a comprehensive PUE design established at Schematic Development Plan. See Figure 7 for typical street-edge PUE location.

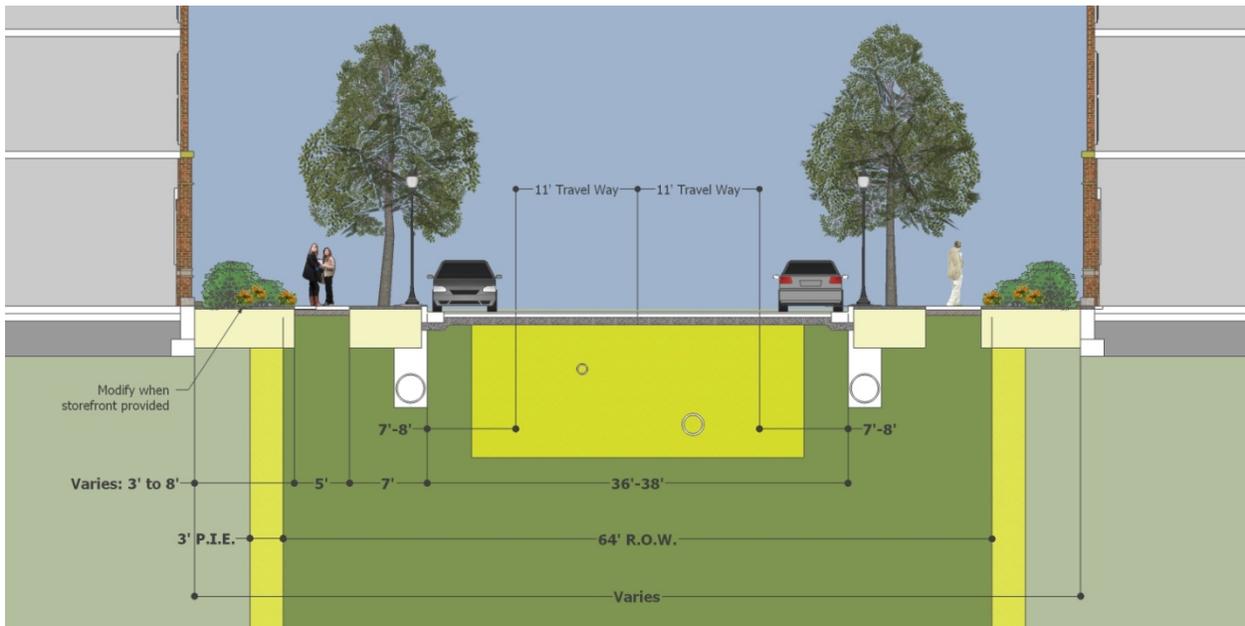


Figure 2 - Typical Commercial Street (ST-64-38) with two travel lanes only. Right-of-way may be reduced to 40 feet when streetside areas are put into private ownership. PUEs are planned in alleys. Where necessary, PUEs will be provided along street right-of-way edges in order to provide connectivity in the system, based on a comprehensive PUE design established at Schematic Development Plan. See Figure 7 for typical street-edge PUE location.

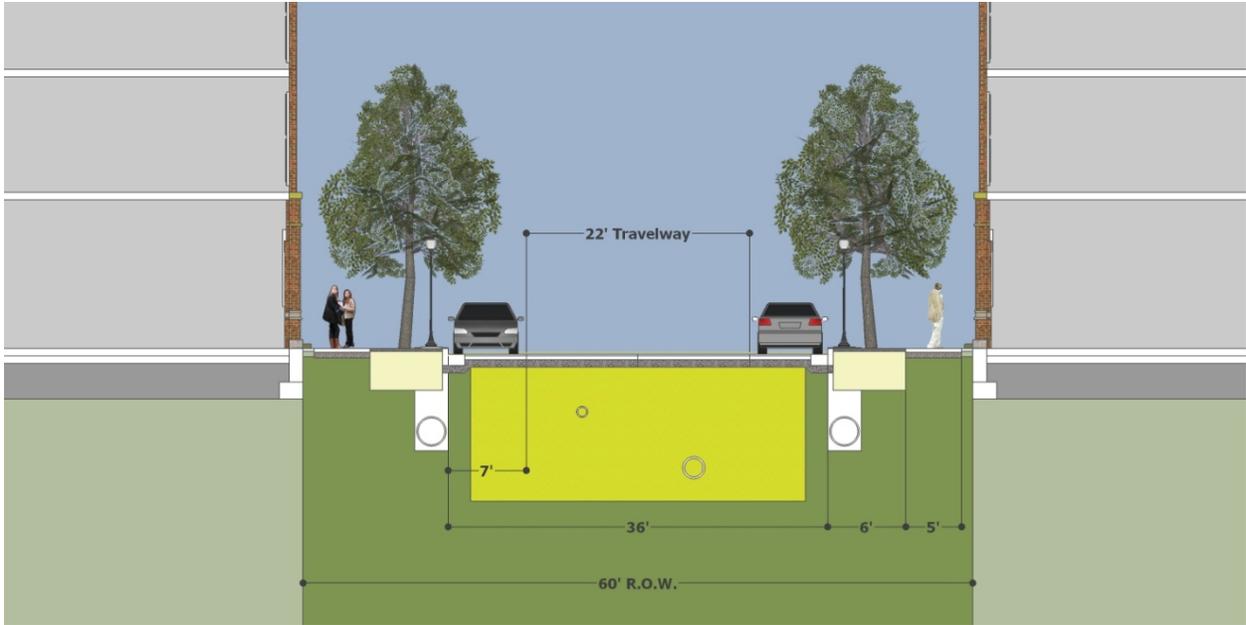


Figure 3 - Local Street (ST-60-36) in north area . Right-of-way could be reduced to 38 feet when streetside areas are put in private ownership. PUEs are planned in alleys. Where necessary, PUEs will be provided along street right-of-way edges in order to provide connectivity in the system, based on a comprehensive PUE design established at Schematic Development Plan. See Figure 7 for typical street-edge PUE location.

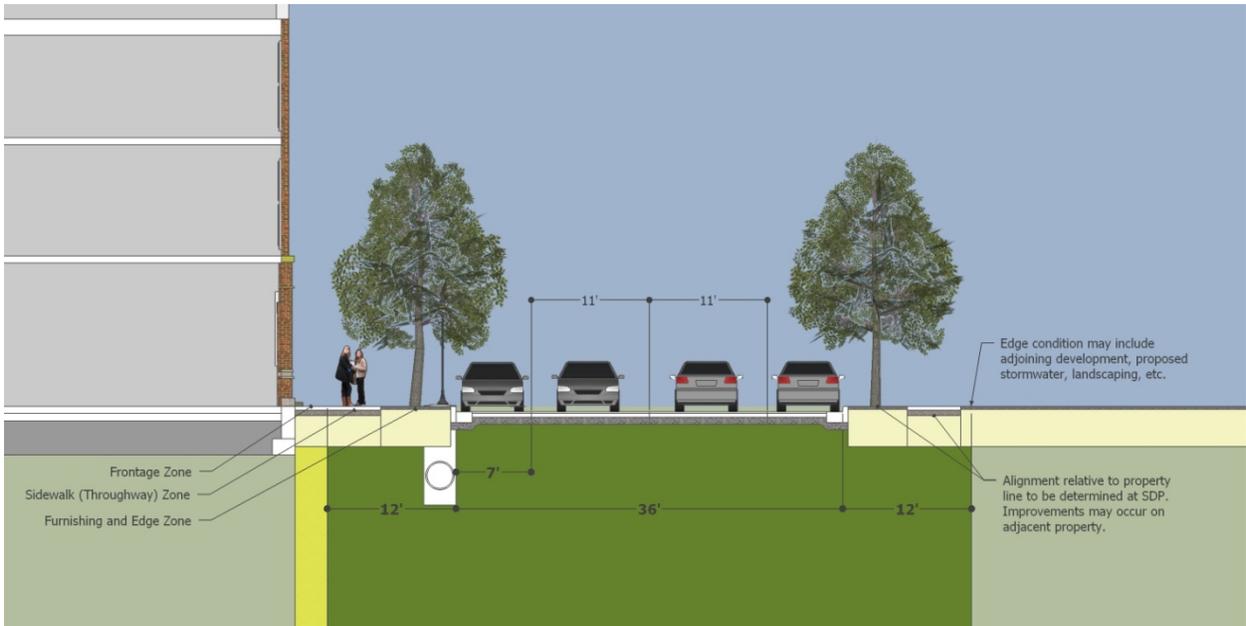


Figure 4 - McBain Avenue (ST-60-36) looking north, located in the northern area of site . Right-of-way could be reduced to 38 to 40' feet when streetside areas are put in private ownership. McBain Avenue will have this general character in the northern area of the site, with final alignment to be determined at Schematic Development Plan. PUEs are planned in alleys. Where necessary, PUEs will be provided along street right-of-way edges in order to provide connectivity in the system, based on a comprehensive PUE design established at Schematic Development Plan. See Figure 7 for typical street-edge PUE location.



Figure 5 - McBain Avenue, looking north, modified with reduced width right-of-way where existing trees are to be retained on single side (ST-43-29). Right-of-way may be reduced to 32 feet when streetside areas are put into private ownership. PUEs are planned in alleys. Where necessary, PUEs will be provided along street right-of-way edges in order to provide connectivity in the system, based on a comprehensive PUE design established at Schematic Development Plan. See Figure 7 for typical street-edge PUE location. Final alignment to be determined at Schematic Development Plan.

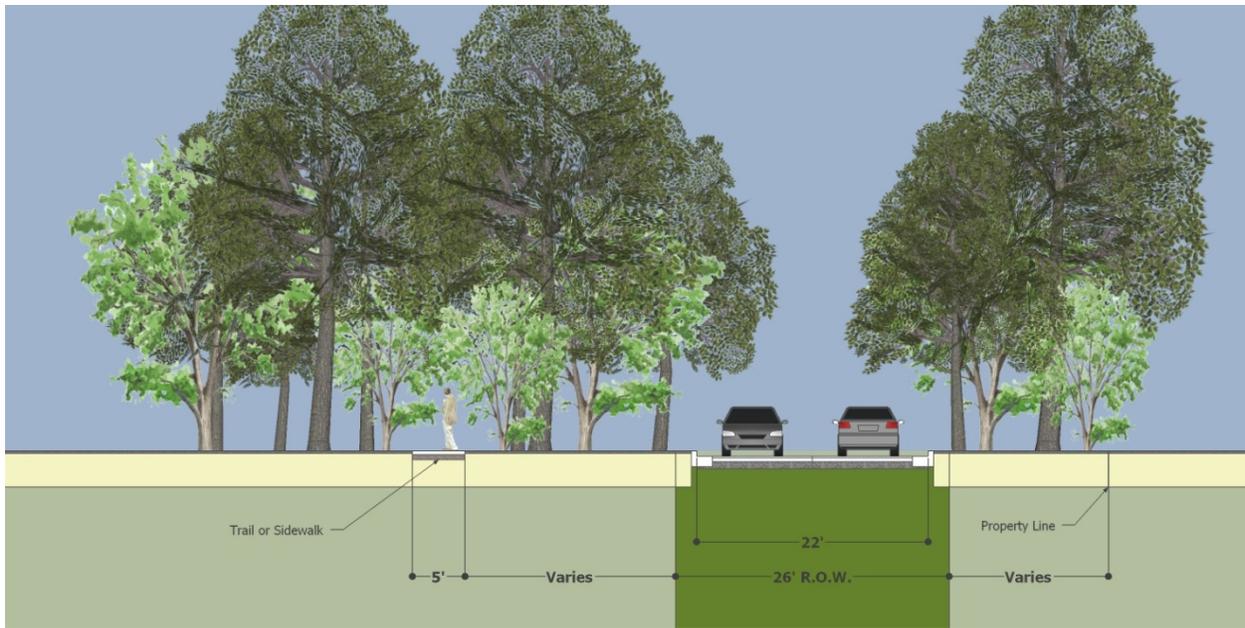
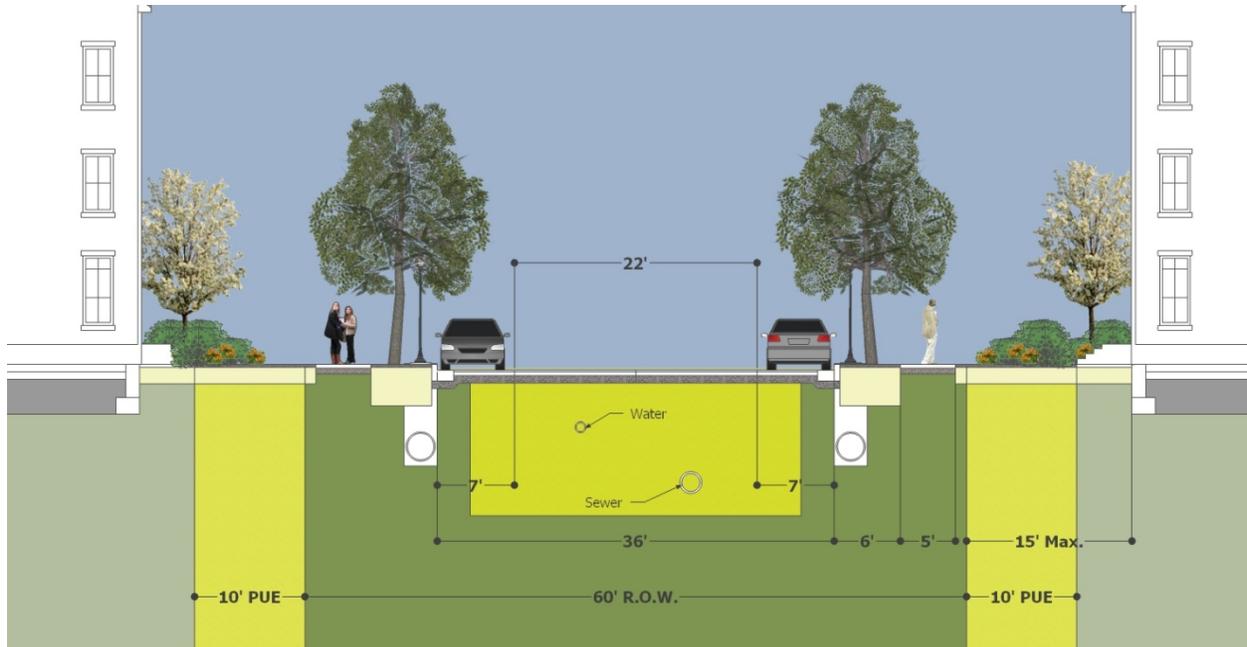


Figure 6 - McBain Avenue, looking north, modified with reduced width right-of-way where existing trees are to be retained on both sides of street (ST-26-22). PUEs will not be provided in this section.



**Figure 7 - Local Street (ST-60-36), generally located in the south area of property. Right-of-way could be reduced to 38 feet when streetside areas are put in private ownership. PUEs are planned in alleys, however are shown in the front in this section in order to illustrate limited right-of-way edge PUEs necessary to provide connectivity in the system, based on a comprehensive PUE design established at Schematic Development Plan.**

1.4. STREETSIDE ZONES<sup>1</sup>. The sidewalk and pedestrian area within the overall streetscape, referred to as the streetside zone by ITE, generally has four functional zones that create a viable public realm. They include the frontage zone, the throughway zone, the furnishings zone and the edge zone. Minimum streetside width should be at least 9 feet (residential) and 12 (commercial).



1.4.1.FRONTAGE ZONE<sup>2</sup>. In commercial areas, this zone is reserved for the shop tenant /owner and occupies the first 1.5 to 3 feet of space from the building wall. This space can be used for signage, sidewalk displays, benches, planters, etc. This area also accommodates door swings and projecting architectural elements such as bay windows. This area can also be used for ESD practices such as disconnect planters. In residential areas, this zone is typically landscaped and may exceed the dimensions above.

1.4.2.THROUGHWAY ZONE. This area is reserved for pedestrian movement and varies in size from 5-10 feet in width. It is typically differentiated with alternate paving materials and/or other visual cues. The sidewalks are intended to be critical public spaces and require proper design, scale and character to provide an attractive and functional amenity to the adjacent buildings and overall community.

1.4.3.FURNISHINGS ZONE<sup>3</sup>. This remaining sidewalk area is generally 5-8 feet in width and is reserved for amenities that can be customized depending on the adjoining uses. This area typically includes landscape panels, street trees, lighting, meters, ESD practices and may also include cafe tables, planters, benches, way-finding signage as well as other amenities as appropriate..

1.4.4.EDGE ZONE. This area accommodates frequent car door openings and is reserved to prevent pedestrians exiting vehicles from being forced to step in the street gutter. This area should be covered in hardscape materials and clear of landscaping to provide safe movement for pedestrians in high density environments. This zone may not be necessary in lower density areas and along residential streets.

1.4.5.SCALE. Sidewalks should be scaled to the pedestrian intensity of the immediate area and should not be oversized.

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<sup>1</sup> Terms and technical data taken from *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*, Chapter 8: Streetside Design Guidelines; Institute of Transportation Engineers (ITE), 2010.

<sup>2</sup> In AASHTO's *Guide for the Planning, Design, and Operation of Pedestrian Facilities*, the frontage zone is termed the "shy distance."

<sup>3</sup> In AASHTO's *Guide for the Planning, Design, and Operation of Pedestrian Facilities*, the furnishing zone is termed the "buffer" zone.

1.5. BIKEWAYS. Bikeways within the Project will share the street system. Streets will be delineated with shared lane markings (sharrow) as appropriate.

1.5.1. ENVIRONMENTAL SITE DESIGN (ESD) AND GREEN STREETS. Streets will be designed with integral ESD practices for stormwater management, street trees, landscape amenities and other elements for visual attractiveness. ESD practices may include, but not necessarily be limited to micro-bioretenion, bio-swales and rain gardens, as well as alternative surfaces such as permeable pavers.



1.6. STREET TREES AND PUBLIC LANDSCAPING. Street trees and general public landscaping will be established at Schematic Development Plan and finalized at Final Site Plan.

1.7. STREET FURNISHINGS. Street furnishings will be of wood, recycled materials or metal with powder coating paint. The type, style, location and material finish will be established at Schematic Development Plan and constructed per Final Site Plan.

1.8. PARKING.

1.8.1. ON-STREET PARKING. On-street parking is a critical component of the overall plan and shall be provided on most streets to provide visitor and short term parking and to help to reduce the speed of traffic. Parking will be provided as shown on the approved plans and will generally follow the design guidance in City manuals and ITE's *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*.



1.8.2. STRUCTURED PARKING.

1.8.2.1. DESIGN AND SCREENING. Visually exposed portions of above grade parking structures should utilize a combination of strategies to provide compatibility including landscape screening techniques, aesthetically designed stairs and elevator cores, details to minimize building bulk and long facades, building styles that are compatible with adjacent buildings, narrow vehicular entrances from external streets, and lighting designed to avoid glare and excessive brightness.

1.8.2.2. PLACEMENT. Parking structures should be located minimum street exposure of parking structure facade(s). When parking structures are located adjacent to streets, design and screening strategies should be employed. Parking structures should not be placed on corners. Generally, corners should be anchored by buildings that shield views to parking structures.

1.8.2.3. INTEGRATION. If possible, ground floor frontage exposed to streets should have active uses such as office, retail, etc. Parking structure facades should be integrated into adjoining building facades. Access driveway heights and widths should be minimized.

1.8.3.SURFACE PARKING. To the extent practical, surface parking should be located to the side and rear of buildings. If placed in the front, they should be designed as a parking court or as diagonal on-street parking. Landscaping shall be incorporated to buffer surface lots from surrounding neighborhoods and uses. Parking areas shall be a maximum of 6 percent grade.

## 2. Landscape, Open Space and Green Areas.

### 2.1. OPEN SPACE TYPES AND HIERARCHY.

2.1.1.PLAZA. An opens space, available for civic purposes and commercial activities. Plazas shall be located at the intersection of important streets and shall be spatially defined by building frontages. The surface treatment is primarily hardscape, trees are optional.

2.1.2.CENTRAL SQUARE. An open space available for unstructured recreation and civic purposes. A square is spatially defined by building frontages with a landscape treatment consisting of paths, lawns and trees, formally disposed and located at the intersection of important streets.

2.1.3.POCKET PARKS. A small, localized open space that can take many forms including fields, playgrounds, sitting areas, etc. and which are generally designed for passive social activities. Pocket parks are located along and linked by pedestrian paths, sidewalks and trails and will be located at multiple locations throughout the community.

2.1.4.PEDESTRIAN CIRCULATION. As discussed earlier, the streetscape and street system is the key open space network for the community. The sidewalk system is included in that network and will provide activities, linkages and visual interest for the pedestrian. In addition to the sidewalk system, the community will also include trails and pedestrian passages.



2.1.5.HOA FACILITIES. It is anticipated that some of the fair heritage can be incorporated into the homeowner's recreational facilities. The final design and location will be developed at the time of Schematic Development Plan and finalized at Final Site Plan.

2.1.6.OTHER OPEN SPACE AND GREEN SPACE. In addition to the facilities listed above, the community will also include other green space areas such as forest, environmentally sensitive practices, general landscaped areas, courtyards, sitting areas, etc.

## 2.2. LANDSCAPE.

2.2.1.GENERAL. Landscape material selections shall respond to the surrounding architecture and shall reinforce and define the public open space within the site. To the extent possible, landscape material shall conform to the City of Gaithersburg Environmental Standards for Development.

2.2.2.STREET TREES. Street trees are one of the most important streetscape elements. Their height, canopy, width, shade and color set the tone for the site, act as a traffic calming device to help protect pedestrians, and shield other streetscape elements from the sun. Generally, street tree species will correspond to the specific street type on which they are located, defining the hierarchy of street connections and creating clear pedestrian and vehicular zones.

2.2.3.SITE TREES AND OTHER LANDSCAPING. Overall landscape selections, other than street trees, will be based on year-round interest, the ecology of the site, the need to define spaces, the hierarchy of plant material, and the theme of the design. Shade, evergreen, and ornamental trees shall be provided per the approved plan(s). Their locations will be coordinated with site lighting.



2.2.4.ESD PRACTICES. Rain gardens and other ESD practices will be established at Schematic Development Plan and finalized at Final Site Plan.

2.2.5.PROHIBITIONS. Dense ground covers should be avoided in that they may provide protective cover for pests. Invasive species will not be allowed. Tall, dense hedges should be avoided if they limit visibility and/or accessibility.

## 2.3. HARDSCAPE

2.3.1. SIDEWALKS, PATHS AND LEAD WALKS. Sidewalks will generally be brushed concrete. Alternative paving materials and details may be allowed. Pedestrian paths that go through forest areas, parks and/or natural areas and link sidewalk segments are allowed to be asphalt.

- 2.3.2.SITE FURNISHINGS . All site furnishings shall compliment and coordinate with one another in style, material and color and compliment the character and use of adjacent buildings. They shall be placed at strategic locations such as bus stops, public spaces, main building entrances, courtyards and high pedestrian traffic areas. Site furnishings may include waste receptacles, benches, bike racks, mail boxes, picnic tables, bus stops, cafe tables and chairs, bollards and signage. Final selection will be at Final Site Plan.
- 2.3.3.FENCING. Fencing is a major site element that will help define the character of different parts of the site as well as define individual lots and spaces. Fencing type, location, size, and material will be defined at Schematic Development Plan and finalized at Final Site Plan.
- 2.3.4.SCREENING. Screening elements will be used to mitigate objectionable views. Screening type, location, size, and material will be defined at Schematic Development Plan and finalized at Final Site Plan.
- 2.3.5.RETAINING WALLS. Retaining walls shall be placed as grades dictate and shall be made of masonry faced with brick, stucco or stone when adjacent to public streets or sidewalks.

### **3. Buildings.**

#### **3.1. GENERAL DESIGN GUIDELINES - ALL STRUCTURES**

- 3.1.1.DESIGN. Architectural design and building aesthetics shall be determined by the architectural character of the approved elevations at Schematic Development Plan.
- 3.1.2.ENTRANCE ORIENTATION. The fronts of buildings should be sited close to and face the primary or most prominent street. Architectural design should emphasize main entrances of buildings.
- 3.1.3. SETBACKS. There shall be no minimum front, side or rear setbacks. Final approved building setbacks shall be as indicated on the Final Site Plan drawings. Setbacks shall be applicable to the building face only.
- 3.1.3.1. Bays, balconies, eaves and other architectural facade enhancements may extend beyond the setbacks, but not beyond property lines.
- 3.1.3.2. Landscape elements such as handrails, retaining walls, landscaping, hardscaping, etc., may extend into setbacks.
- 3.1.3.3. Awnings, signage and other architectural elements may encroach into the streetside zone up to the throughway zone (public sidewalk) but may not encroach into the furnishing or edge zone, unless approved as a unique building element such as an gallery, arcade or covered lobby entrance. Encroachments shall not impede pedestrian flow.
- 3.1.4. HEIGHT. Height limits are as shown on the Sketch Plan. Heights may be refined and modified during Schematic Development Plan. Exceptions to height are as defined in the Zoning Ordinance.

- 3.1.5. MASSING. Each building should have a distinctive base, middle and top. Buildings should be organized and grouped to form a unified urban composition with varying heights and massing. Buildings should follow and generally conform to the discipline of the street and open space/public space edges. Buildings should respond to the various street conditions that they are adjacent to by incorporating architectural elements such as wrap-around porches, bay windows, chimneys, and pronounced doorways. Designs that help animate the overall public space experience via the interplay of light and shadow, opaque vs. transparent surfaces, texture, color and elevation depths are encouraged.
- 3.1.6. FACADES. Front door entries should be distinctive and enhance the façade. There will be a variety of different colors used on all buildings. The street-building façade relationship should be augmented with porches, balconies and terraces, which are deep enough to offer an outdoor retreat for the resident.
- 3.1.7. ROOFS. Use a combination of roof types in a unified composition to provide individual building identity and to provide character to different parts of the community. It is envisioned that there will be a majority of flat roofs in the north area and a majority of pitched roofs in the southern area.
- 3.1.8. FENESTRATION. Heavily tinted or mirrored glass will be minimized.
- 3.1.9. UTILITIES AND MECHANICAL EQUIPMENT.
- 3.1.9.1. All permanent utility lines will be installed underground. Utility locations will generally be located in alleys, in the rear or side of lots, unless the situation dictates otherwise.
- 3.1.9.2. As allowed, transformers telecommunications devices, equipment switching boxes and other above ground utility cabinets will be located away from major pedestrian routes and outdoor seating areas. These devices will be buffered from view with landscaping and screening, if permitted.
- 3.1.9.3. Through-wall mechanical units shall be thoughtfully designed into the building's façade, located in areas that minimize visual impact and camouflaged with paint and/or materials that are similar in shade to the façade on which it is placed.
- 3.1.9.4. Where mechanical units are located on the roof, the units shall be screened from public view as measured at an eye-level view line taken at the center of the sidewalk across the street adjacent to the building. Screening may include a parapet wall or other architectural elements complementary to the approved design. Residential mechanical units visible from a street at grade shall be appropriately screened by landscaping so as to reasonably minimize visual impact.
- 3.1.10. SOLAR PANELS
- 3.1.10.1. All property owners have the right to solar access and to provide solar panels and other renewable energy devices on their property consistent with Maryland Code, specifically Md. Code Real Property 2-118 and 2-119.

- 3.1.10.2. Owners should strive to integrate devices into the architectural design of buildings and facilities. To the extent possible and consistent with Maryland Code, devices should be limited from view.

### 3.2. NON-RESIDENTIAL AND MIXED-USE STRUCTURES.

3.2.1. GENERAL DESIGN GUIDANCE. Public facades should be carefully articulated to provide pedestrian scaled architecture and should be made of quality materials..

3.2.2. ENCOURAGED ELEMENTS. The architectural elevations will be established at Schematic Development Plan. This plan encourages the following elements:

- 3.2.2.1. Architectural projections such as terraces, columns and bays.
- 3.2.2.2. Storefronts provided in portions of all building street fronts.
- 3.2.2.3. Combinations of canopies, awning and flat facades to create variety.
- 3.2.2.4. Facades that change in character between the upper stories and the ground level.
- 3.2.2.5. Strong base elements terminated with well defined horizontal banding elements such as a cornice at the second floor.
- 3.2.2.6. Anchored storefronts with substantial piers at either end to provide definition to the space.
- 3.2.2.7. Varying window treatments and patterns.
- 3.2.2.8. Integrated wall and roof elements that screen mechanical equipment.
- 3.2.2.9. Building front walls of face brick, stone, pre-cast or wood with masonry accents.
- 3.2.2.10. Column surrounds of masonry, pre-cast concrete and/or cast stone.
- 3.2.2.11. Solid, well defined building piers that define and anchor end bays and building entries. Rear walls constructed with a combination of brick and concrete block (ground-face, split-face, or center-scored).

3.2.3. DISCOURAGED ELEMENTS. This plan strongly discourages the following elements:

- 3.2.3.1. Long facades that have no vertical and/or horizontal articulation.
- 3.2.3.2. Poorly defined base elements or long expanses that offer little relief or visual interest to the passerby.
- 3.2.3.3. Building lobbies that have no awnings or shadowing elements.
- 3.2.3.4. Storefronts that match a neighboring retailer in color and/or design.

- 3.2.4. GROUND FLOOR. It is envisioned that the ground floor will house a combination of office, service, retail, restaurant and entertainment uses. The architectural design of this level should not be contingent on the overall building architecture. Retailers and merchants should have the freedom to express the uniqueness of their particular establishment but are expected to tailor their designs to the overall design of the community.
- 3.2.5. STOREFRONTS. The frontage zone of the streetside is defined as an area available for shop owners to extend their merchandising past the building plane without obstructing the pedestrian thoroughway. The storefront (frontage) zone is recommended to be at least 1.5 to 3 feet in width but may be larger in specific high pedestrian and/or specialty areas. The design will permit the placement of banners, small awnings, flower boxes, planters, benches, sculpture, bay windows, blade signs, merchandising displays. These extra elements will reflect the quality and feel of the merchant or restaurant.
- 3.2.5.1. COLOR AND MATERIALS. Each merchant and restaurant will be provided the maximum opportunity to uniquely display its merchandise in order to attract passing customers. Flexibility and variety in storefront colors is an important element of a great and exciting retail environment and streetscape. Colors should be complimentary and reflect the store's unique personality and brand. Colors should tie all aspects of the storefront design together. Generally, muted colors are more appropriate for large area and backgrounds. Bright colors should be used as accents. The color scheme should take into account the color of upper floors and adjacent storefronts.
- 3.2.5.2. DOORS AND FRAMES. Restaurants shall use their doors to connect with outdoor seating areas. Recessed doors and doors with a high percentage of glass are encouraged. Doors must be compatible with the storefront design. The primary entrance should be clearly marked, while side entrances should be as close to the primary street as possible.
- 3.2.5.3. WINDOWS. Windows provide an opportunity for shop owners and restaurateurs to merchandise to passing pedestrians and motorists. Storefront glazing should be at least 60% of the storefront area except for high security uses such as jewelers. Windows must not be any closer than 12 inches to the ground level.
- 3.2.5.4. LIGHTING. Lighting helps to define the store's character, contributes to the safety of the streetscape, and provides for and helps prolong street life after business hours. Sign lighting must be of a 'concealed' nature, avoiding glare. Halo-illuminated and face illuminated pan channel letters are permitted. Specific lighting design guidance will be developed during the Schematic Development Plan phase and finalized at Site Plan.
- 3.2.5.5. AWNINGS. Awnings are encouraged. An awning emphasizes the shop or restaurant's entrance, provides shade and may carry part of the tenant's image. Awnings must be mounted at a height so as not to interfere with pedestrian (8 feet above sidewalk elevation) and display windows, but below cornices and second story window sills. Structural components should be finished to compliment the awning fabric.

3.2.5.6. STOREFRONT SIGNAGE. Permitted signage may consist of the following components: identity sign, canopy/marquee signs, wall mounted signs, awnings signs, projecting signs, window signs, plaque signs, menu boards and banner signs. Specific signage design criteria will be developed during the Schematic Development Plan phase and finalized during the Final Site Plan phase.

### 3.3. RESIDENTIAL STRUCTURES.

#### 3.3.1. MULTI-FAMILY.

3.3.1.1. DESIGN GUIDANCE. Public facades should be carefully articulated to provide pedestrian scaled architecture and should be made of quality material such as brick, stone, glass, pre-cast and/or wood. Balconies, awnings, canopies and bay, box or bow windows that provide animation to the street shall be encouraged.

3.3.1.2. MATERIAL STANDARDS. Material requirements as related to the general architectural design are as per this section.

3.3.1.2.1. SIDING. Where an exterior building face is visible from a street, fiber board or cement board or equal siding, paneling and trim shall be used. Siding or paneling style may vary as per approved elevations. Siding trim shall be of a size appropriate to the adjacent siding style or paneling and as illustrated in intended design detail as per approved elevations. Any other siding product shall be permitted where not readily visible to the general public from the street or adjacent properties. All siding shall be installed per manufacturer's standard requirements.

3.3.1.2.2. BRICK VENEER. A veneer brick may be used to establish an architectural "base" at minimum as a water-table base at the exterior perimeter of the building, extending at minimum to the underside of the lowest window sill of the finish grade. Veneer brick may extend above this minimum height so as to provide architectural interest as per the approved elevations, such as at building corners and main residential entrance. In no case shall the brick extend to the top floor of the residential building so as to establish an architectural "top" through use of another material. A variety of brick colors may be used to compliment the siding colors to be used, with a minimum of two (2) brick colors to be used. Brick size and pattern shall be per industry standard for residential buildings of the size and scale approved.

3.3.1.2.3. SYNTHETIC STUCCO. Synthetic stucco may be used to replicate stone banding, cornices and other special stone shapes.

3.3.1.2.4. PRECAST CONCRETE & SYNTHETIC STONE. Precast concrete and synthetic stone sills, headers and other banding may be used in lieu of synthetic stucco.

3.3.1.2.5. ARCHITECTURAL BLOCK – SPLIT-FACE OR SMOOTH. Architectural block may be used at the "base" of the building on non-street fronting elevations and courtyard elevations. Architectural block should not extend above the water-table. Color shall compliment brick and siding colors used.

3.3.1.2.6. DOORS. Residential doors may be vinyl, PVC, fiberglass, wood or metal, slider type or standard hinged. Sliding doors at patios and balconies may be full glazed and may contain a transom. Door color may be white or any other color deemed complementary to the brick and siding façade. Fire-rated exit doors may be solid painted metal doors. Doors and side lights at or near the main residential entry or amenity space may be aluminum storefront windows and may be full height glazed.

3.3.1.2.7. WINDOWS. Windows shall be single-hung at minimum. Windows may be single vertical or ganged together as per the architectural character of the approved elevations. Windows may be vinyl, PVC, vinyl-clad wood, aluminum or equal. Window color may be white or any other color deemed complementary to the brick and siding façade. Windows at or near the main residential entry or amenity space may be aluminum storefront windows and may be full height glazed.

3.3.1.2.8. SHUTTERS. Shutters may be used for front and side windows. Shutters shall be wood or vinyl. Shutters should appear operable and should appear to be of a sufficient size to cover the opening if both sides are closed.

3.3.1.2.9. ARCHITECTURAL PROJECTIONS: DECKS, BALCONIES AND TERRACES. Decks and Balconies shall be either wood framed & trimmed structured balconies or Juliet-style balconies. Standard wood framed balconies may be open to the sky or covered above by roof or another balcony, and surface may be pervious or impervious. Balcony railings may be vinyl or PVC, prefinished aluminum, or painted metal. Wood balconies and railings shall be painted white or any color deemed complementary to the approved architectural design. Balconies must have finished undersides if more than 6 feet above grade. Terraces adjoining a street may have a low wall constructed of pre-cast concrete, brick, or evergreen plantings.

3.3.1.2.10. ROOFS. Roofs may be pitched roofs or flat roofs with parapets. Pitched roofs shall be minimum 3:12 slope with dimensional asphalt shingles. Shingle color may be standard black or any other color deemed complementary to the approved architectural design. Flat roofs shall have a minimum 30" parapet height. Flashing and attic fans should not be visible from the ground and should be painted to match the roof, or clad in copper.

3.3.1.3. GUTTERS & DOWNSPOUTS. Gutters and downspouts shall be standard prefinished painted aluminum. Color shall be white or any other color deemed complimentary to the approved architectural design.

3.3.2. SINGLE FAMILY. This category includes both detached and attached home types.

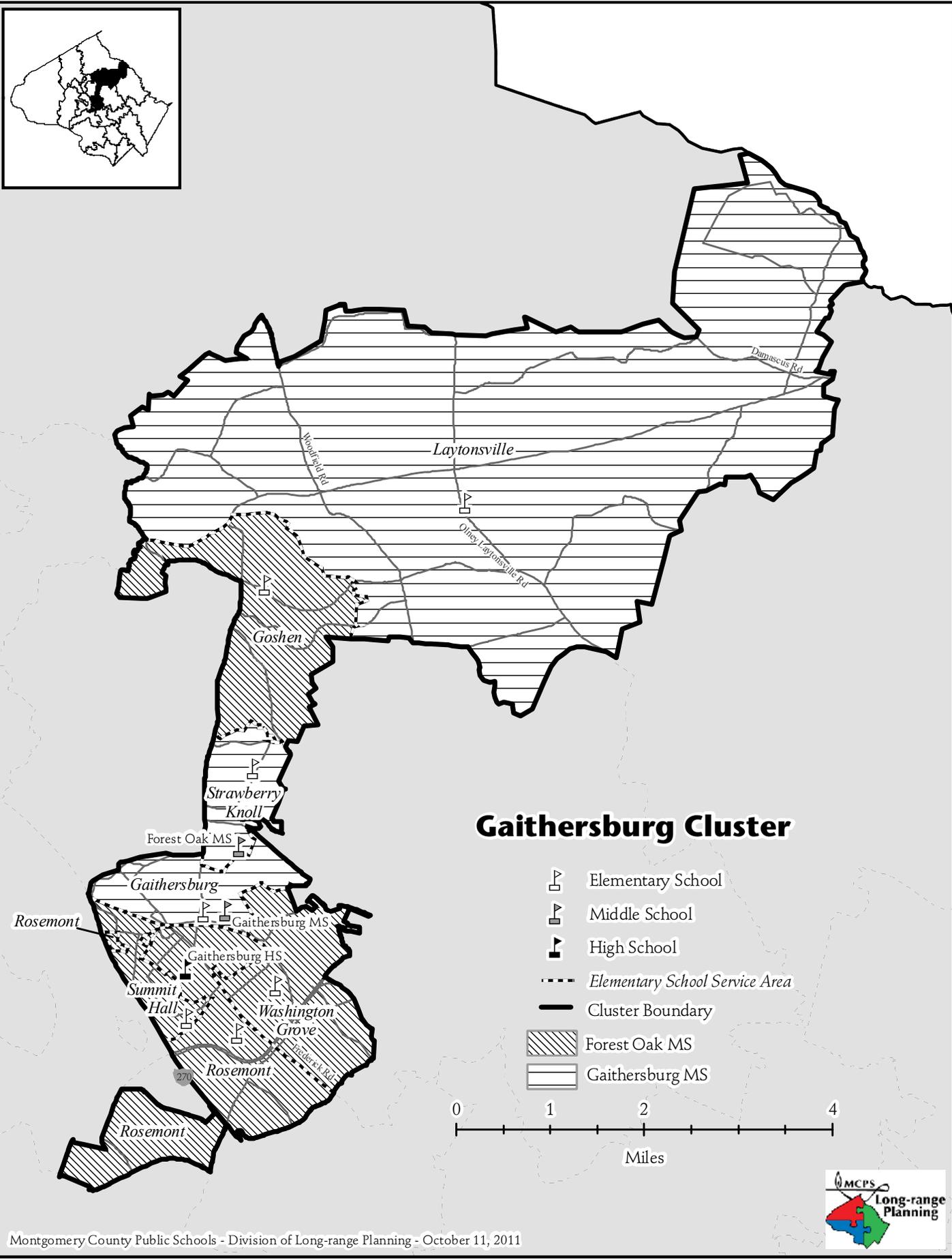
3.3.2.1. DESIGN. The overall design will be consistent with the architectural style. A mix of styles will be encouraged.

3.3.2.1.1. Detached houses shall be treated with the same combination of building materials on all four sides of the unit. A front facade of predominately masonry with side and rear facades containing the same combination of materials is acceptable.

- 3.3.2.1.2. The attached unit located at the end of a row will be treated with a consistent material treatment on the front and side facades.
- 3.3.2.1.3. The first attached unit at the alley entrance will have a consistent material treatment on the front, side and rear facades.
- 3.3.2.2. MATERIAL STANDARDS.
- 3.3.2.2.1. SIDING. Fiber cement or fiber board siding or its equivalent is the prescribed siding material where brick, stone or other materials are not required. Aluminum siding is not permitted. Exterior wood shingles are encouraged where appropriate.
- 3.3.2.2.2. BRICK. Brick should be coursed in common bond, Flemish Bond, herringbone, basket weave or other decorative bond, or horizontal running bond. Bonding variations are encouraged. A variety of traditional brick colors are encouraged and painted brick is permitted.
- 3.3.2.2.3. SYNTHETIC STUCCO. All stucco is to be smooth in texture and uniform in color. EIFS is permitted for architectural elements as long as it meets code and is located a minimum of 4 feet from the ground.
- 3.3.2.2.4. PRECAST CONCRETE & SYNTHETIC STONE. Stone shall be laid in generally horizontal patterns with generally rectilinear stone. Cast stone shall be permitted at sills, headers and accents. Stone shall return a minimum of 12 inches at all outside corners.
- 3.3.2.2.5. DOORS. Doors, except storm doors, must be made of fiberglass, steel, or wood, and must be painted or stained. All doors will have glass, raised panels or both. Garage doors must be made of wood, embossed hardwood, fiberglass or wood veneer. Fenestration is permitted. Paneled doors are recommended.
- 3.3.2.2.6. WINDOWS. All exterior elevations are required to have windows. Windows must be single-, double- or triple-hung, casement or fixed in decorative applications. Windows should be rectangular in shape and vertical in orientation. Decorative accent windows may be circular, half-round, irregular or elliptical.
- 3.3.2.2.7. SHUTTERS. Shutters may be used for front and street-side windows. Shutters shall be wood or vinyl. Shutters should appear operable and should appear to be of a sufficient size to cover the opening if both sides are closed.
- 3.3.2.2.8. ROOFS. Roofs may be pitched roofs or flat roofs with parapets. Pitched roofs shall be minimum 3:12 slope with dimensional asphalt shingles. Shingle color may be standard black or any other color deemed complementary to the approved architectural design. Flat roofs shall have a minimum 30" parapet height. Flashing and attic fans should not be visible from the ground and should be painted to match the roof, or clad in copper

- 3.3.2.2.9. GUTTER AND DOWNSPOUTS. Gutters and downspouts shall be standard prefinished painted aluminum. Color shall be white or any other color deemed complimentary to the approved architectural design.
  - 3.3.2.2.10. CHIMNEYS. Chimney enclosures shall be brick, stone, stucco or cementitious material. Chimneys should be integrated into the building design and have material color compatible with the building architecture.
  - 3.3.2.2.11. PORCHES. Porch floors shall be pressure treated wood, composite, poured concrete, stone or brick. Foundations shall be solid or built with masonry piers with framed wood lattice. Porches may be enclosed with screening where appropriate.
  - 3.3.2.2.12. STOOPS. Masonry stoops shall be made of stone, brick or concrete. Metal stoops may also be permitted. Wood, composite simulated wood, stoops may be permitted at secondary entrances.
  - 3.3.2.2.13. DECKS. Deck floors shall be pressure treated or composite simulated wood. Wood decking shall be sealed with an approved natural finish. Railings shall be wood, vinyl clad wood or composite simulated wood. Decks can be roofed and screened. Decks may also be open with shading from awnings, trellises or other shading devices.
  - 3.3.2.2.14. ROOFTOP DECKS. Rooftop decks are permitted and incorporated into the building architecture.
  - 3.3.2.2.15. GARAGES. Garages may be detached or attached to the home, and designed as an integral part of the home, incorporating the materials and colors of the home. Garage roof materials shall match those of the dwelling.
- 3.4. PARKING STRUCTURES. Parking structure design and building aesthetics shall be determined by the architectural character of the approved elevations. Materials may include synthetic stucco, precast concrete, brick spandrel panels, and other materials. Colors shall match or compliment adjacent building colors.
- 3.5. ANCILLIARY AND ACCESSORY STRUCTURES. All detached structures such as pavilions and/or sheds shall be of similar design and materials as the primary structure. All accessory structures will be placed in rear yards unless approved otherwise at Final Site Plan. The size of structures will be compatible to the lot/space on which it will be placed.





## CLUSTER PLANNING ISSUES

**Planning Issue:** The Shady Grove Sector Plan will increase housing around the Shady Grove METRO station. Most of the new development is located within the Gaithersburg Cluster.

## SCHOOLS

### Gaithersburg High School

**Capital Project:** A replacement facility is scheduled for this school. An FY 2012 appropriation was approved for construction funds to begin the construction of the replacement school. The scheduled completion date for the modernization of the facility is August 2013 with restoration of the site scheduled for completion in August 2014.

**Capital Project:** The Department of Health and Human Services (DHHS) Capital Budget includes planning funds for the architectural design of a School-based Wellness Center at this school. The design and construction of the Wellness Center will be included as part of the replacement facility.

### Strawberry Knoll Elementary School

**Capital Project:** Projections indicate enrollment at Strawberry Knoll Elementary School will exceed capacity by four classrooms or more by the end of the six-year period. An FY 2012 appropriation was approved for facility planning to determine the feasibility, scope, and cost for a classroom addition. A date for the addition will be considered in a future CIP. Relocatable classrooms will be utilized until additional capacity can be added.

### Summit Hall Elementary School

**Capital Project:** Projections indicate enrollment at Summit Hall Elementary School will exceed capacity by four classrooms or more by the end of the six-year period. An FY 2012 appropriation was approved for facility planning to determine the feasibility, scope, and cost for a classroom addition. A date for the addition will be considered in a future CIP. Relocatable classrooms will be utilized until additional capacity can be added.

**Capital Project:** A modernization project is scheduled for this school with a completion date of January 2021. FY 2016 expenditures are programmed for facility planning for a feasibility study to determine the scope and cost of the project. In order for this project to be completed on schedule, county and state funding must be provided at the levels recommended in this CIP.

## CAPITAL PROJECTS

School	Project	Project Status*	Date of Completion
Gaithersburg HS	Modernization	Approved	Aug. 2013
	Site work	Approved	Aug. 2014
	Wellness Center	Approved	Aug. 2013
Strawberry Knoll ES	Classroom Addition	Proposed	TBD
Summit Hall ES	Classroom addition	Proposed	TBD
	Modernization	Programmed	Jan. 2021

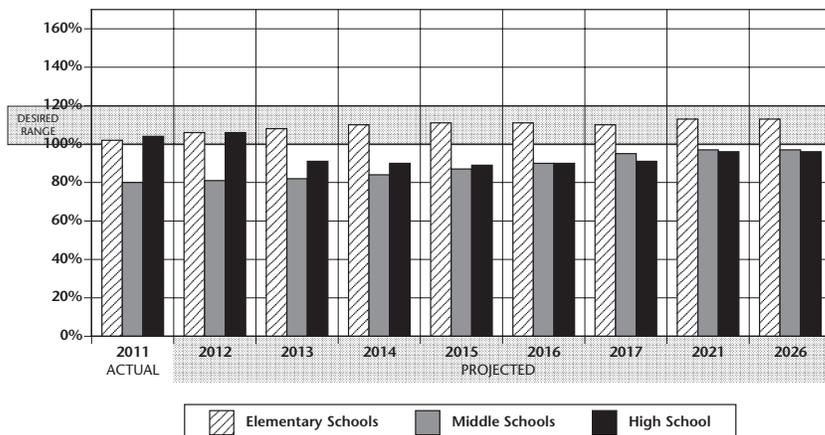
\*Approved—Project has an FY 2012 appropriation approved in the Amended FY 2011–2016 CIP.

Recommended—Project has an FY 2013 appropriation recommended in the FY 2013–2018 CIP.

Programmed—Project has expenditures programmed in a future year of the CIP for planning and/or construction funds.

Proposed—Project has facility planning funds approved in the Amended FY 2011–2016 CIP for a feasibility study or recommended in the FY 2013–2018 CIP.

### Gaithersburg Cluster School Utilizations



Note: Percent utilization calculated as total enrollment of schools divided by total capacity. Projected capacity factors in capital projects.

GAITHERSBURG CLUSTER

**Projected Enrollment and Space Availability**  
Effects of the Recommended FY2013–2018 CIP and Non-CIP Actions on Space Available

Schools			Actual	Projections							
			11–12	12–13	13–14	14–15	15–16	16-17	17-18	2021	2026
Gaithersburg HS		Program Capacity	1974	1974	2284	2284	2284	2284	2284	2284	2284
		Enrollment	2046	2092	2087	2050	2036	2053	2087	2200	2200
		Available Space	(72)	(118)	197	234	248	231	197	84	84
		Comments	Replacement of School in Progress		Replace. Complete Aug. 2013	Site Work Complete Aug. 2014					
Forest Oak MS		Program Capacity	873	873	873	873	873	873	873	873	873
		Enrollment	788	786	842	861	866	879	947	950	950
		Available Space	85	87	31	12	7	(6)	(74)	(77)	(77)
		Comments									
Gaithersburg MS		Program Capacity	924	924	924	924	924	924	924	924	924
		Enrollment	657	666	633	654	690	738	764	800	800
		Available Space	267	258	291	270	234	186	160	124	124
		Comments	+1 AUT								
Gaithersburg ES	CSR	Program Capacity	611	611	611	611	611	611	611		
		Enrollment	654	673	690	708	708	706	687		
		Available Space	(43)	(62)	(79)	(97)	(97)	(95)	(76)		
		Comments									
Goshen ES	CSR	Program Capacity	517	517	517	517	517	517	517		
		Enrollment	617	597	599	585	591	578	573		
		Available Space	(100)	(80)	(82)	(68)	(74)	(61)	(56)		
		Comments	+ CSR								
Laytonsville ES		Program Capacity	465	465	465	465	465	465	465		
		Enrollment	457	469	485	475	471	468	475		
		Available Space	8	(4)	(20)	(10)	(6)	(3)	(10)		
		Comments									
Rosemont ES	CSR	Program Capacity	592	592	592	592	592	592	592		
		Enrollment	522	551	558	576	582	591	577		
		Available Space	70	41	34	16	10	1	15		
		Comments									
Strawberry Knoll ES	CSR	Program Capacity	433	433	433	433	433	433	433		
		Enrollment	545	580	596	603	598	591	590		
		Available Space	(112)	(147)	(163)	(170)	(165)	(158)	(157)		
		Comments	Facility Planning for Addition								
Summit Hall ES	CSR	Program Capacity	427	427	427	427	427	427	427		
		Enrollment	536	568	588	617	624	620	603		
		Available Space	(109)	(141)	(161)	(190)	(197)	(193)	(176)		
		Comments	Facility Planning for Addition				Facility Planning for Mod		Planning for Mod		
Washington Grove ES	CSR	Program Capacity	592	592	592	592	592	592	592		
		Enrollment	394	407	414	428	456	475	496		
		Available Space	198	185	178	164	136	117	96		
		Comments	+ 2 PEP								
Cluster Information		HS Utilization	104%	106%	91%	90%	89%	90%	91%	96%	96%
		HS Enrollment	2046	2092	2087	2050	2036	2053	2087	2200	2200
		MS Utilization	80%	81%	82%	84%	87%	90%	95%	97%	97%
		MS Enrollment	1445	1452	1475	1515	1556	1617	1711	1750	1750
		ES Utilization	102%	106%	108%	110%	111%	111%	110%	113%	113%
		ES Enrollment	3725	3845	3930	3992	4030	4029	4001	4100	4100



GAITHERSBURG CLUSTER

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**Facility Characteristics of Schools 2011–2012**

Schools	Year Facility Opened	Year Reopened/ Modernized	Total Square Footage	Site Size Acres	Adjacent Park	Reloc-atable Classrooms	Linkages to Learning Program	Home School Model
Gaithersburg HS	1951		323,476	41.07	Yes	15		
Forest Oak MS	1999		132,259	41.2			Yes	
Gaithersburg MS	1960	1988	157,694	22.82			Yes	
Gaithersburg ES	1947		94,468	9.22		1	Yes	Yes
Goshen ES	1988		76,740	10.5		4		Yes
Laytonsville ES	1951	1989	64,160	10.4		1		Yes
Rosemont ES	1965	1995	88,764	8.9		1	Yes	Yes
Strawberry Knoll ES	1988		78,723	10.8	Yes	5		Yes
Summit Hall ES	1971		68,059	10.2	Yes	8	Yes	Yes
Washington Grove ES	1956	1984	86,266	10.7			Yes	Yes