

From: [Kwesi Woodroffe](#)
To: [Matthew Gordon](#); [Jeff Lynch](#)
Cc: [Matthew Wessel](#); [Randall Rentfro](#); [Amanda Stamper](#); [Jason Wiley](#); [Jim Mobley](#); [Jason Pollock](#); [Dana Morse](#); [Tania Brown](#)
Subject: Re: [EXT] RE: Schematic Development Plan Review Z-10030-2025
Date: Tuesday, July 29, 2025 3:13:41 PM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image007.jpg
image008.jpg
image009.jpg

Hello Matt,

I'm still catching up on emails from being off last week, but yes, we are okay with grading in lieu of the retaining walls.

Thanks, Kwesi



roads.maryland.gov

Kwesi Woodroffe
Regional Engineer
District 3 Access Management

[301.513.7347](tel:301.513.7347) office
kwoodroffe@mdot.maryland.gov

Maryland State Highway Administration
9300 Kenilworth Ave, Greenbelt, MD 20770

From: Matthew Gordon <mgordon@sgrwlaw.com>
Sent: Tuesday, July 29, 2025 3:08:04 PM
To: Jeff Lynch <JLynch@RODGERS.com>; Kwesi Woodroffe <KWoodroffe@mdot.maryland.gov>
Cc: Matthew Wessel <MWessel@RODGERS.com>; Randall Rentfro <RRentfro@RODGERS.com>; Amanda Stamper <AStamper@rodgers.com>; Jason Wiley <jwiley@elmstreetdev.com>; Jim Mobley <jmobley@elmstreetdev.com>; Jason Pollock <JPollock@mdot.maryland.gov>; Dana Morse <DMorse@mdot.maryland.gov>; Tania Brown <TBrown13@mdot.maryland.gov>
Subject: RE: [EXT] RE: Schematic Development Plan Review Z-10030-2025

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Hi Kwesi,

I am following up on my email below. Could you please respond to this email to indicate that you are comfortable with the Applicant's approach of pursuing temporary grading easements in-lieu of the previously contemplated retaining walls that would have required permanent easements and a maintenance agreement with SHA? I am resending the meeting minutes from our discussion on July 14th for your reference and use.

Thanks,

Matt



Matthew Gordon | Partner | Attorney

mgordon@sgrwlaw.com

Direct: [301-634-3150](tel:301-634-3150) | Office: [301-986-9600](tel:301-986-9600) | Mobile: [301-455-5451](tel:301-455-5451)



Selzer Gurvitch Rabin Wertheimer & Polott, P.C.

4416 East West Highway, Suite 400, Bethesda, MD 20814



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From: Matthew Gordon

Sent: Thursday, July 24, 2025 12:05 PM

To: 'Jeff Lynch' <JLynch@RODGERS.com>; Kwesi Woodroffe <KWoodroffe@mdot.maryland.gov>

Cc: Matthew Wessel <MWessel@RODGERS.com>; Randall Rentfro <RRentfro@RODGERS.com>; Amanda Stamper <AStamper@rodgers.com>; Jason Wiley <jwiley@elmstreetdev.com>; Jim Mobley <jmobley@elmstreetdev.com>; JPollock@mdot.maryland.gov; dmorse@mdot.maryland.gov; Tania Brown <TBrown13@mdot.maryland.gov>

Subject: RE: [EXT] RE: Schematic Development Plan Review Z-10030-2025

Hi Kwesi,

Thank you for making time to meet with us last week. Could you kindly response to Jeff's email to indicate that you are comfortable with the Applicant's approach of pursuing temporary grading easements in-lieu of the previously contemplated retaining walls that would have required permanent easements and a maintenance agreement with SHA? We understand that SHA will conduct initial reviews at the time of Final Site Plan and Access Permit, and we will continue to coordinate with your team to ensure that the proposed grading satisfies SHA standards. In the interim, it is important that we produce something in writing for the City of Gaithersburg ahead of our public hearing on the Schematic Development Plan application. Thanks again.

Matt



Matthew Gordon | Partner | Attorney

mgordon@sgrwlaw.com

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From: Jeff Lynch <JLynch@RODGERS.com>
Sent: Wednesday, July 23, 2025 9:33 AM
To: Kwesi Woodroffe <KWoodroffe@mdot.maryland.gov>
Cc: Matthew Wessel <MWessel@RODGERS.com>; Randall Rentfro <RRentfro@RODGERS.com>; Amanda Stamper <ASTamper@roddgers.com>; Matthew Gordon <mgordon@sgrwlaw.com>; Jason Wiley <jwiley@elmstreetdev.com>; Jim Mobley <jmobley@elmstreetdev.com>; JPollock@mdot.maryland.gov; dmorse@mdot.maryland.gov; Tania Brown <TBrown13@mdot.maryland.gov>
Subject: RE: [EXT] RE: Schematic Development Plan Review Z-10030-2025

Good morning Kwesi,

We submitted the Schematic Development Plans (Z-10030-2025) for Rosedale back to City of Gaithersburg for review this week. The submission included the removal of walls 1, 2, and 7 that we discussed in the meeting on 7/14/2025 and provided the discussed grading on SHA property to allow the removal of the walls.

I supplied the City with a copy of the meeting minutes and an explanation of the changes. If you can issue an email or document stating that SHA is in agreement with the changes and understands that the design items will be reviewed under an Access Management during the City of Gaithersburg Site Plan design process, I will forward along to the City for their records. Otherwise I imagine the City will be reaching out to you directly to confirm that SHA is aware of the changes and to confirm that the proposed improvements are acceptable with the State at this preliminary design phase.

As always, feel free to contact me with any questions or concerns that you have.

Thank you,

Jeff Lynch, P.E.

Senior Engineer
final-logo



o. 301.948.4700
d. 240.912.2121
c. 757.620.3196

Casey-Rosedale

MINUTES

DATE: 07/14/2025 TIME: 2:00 PM

LOCATION:
 VIRTUAL MEETING

MEETING CALLED BY	Rodgers Consulting Inc	
TYPE OF MEETING	Microsoft Teams – State Coordination for Retaining Walls	
FACILITATOR(S)	RCI	
ATTENDEES/ CONTACT LIST	Kwesi Woodroffe (MDOT – SHA) Jason Pollock (MDOT - SHA) Dana Morse (MDOT - SHA) Jason Wiley (Elm Street) Jim Mobley (Elm Street) Matt Gordon (SGRW Law)	Matt Wessel (RCI) Randall Rentfro (RCI) Amanda Stamper (RCI) Jeff Lynch (RCI)

Agenda topics

TOPIC: ROSEDALE – SHA IMPACTS / RETAINING WALLS

DISCUSSION	State Highway Impacts
<p>Address SHA comments associated with City of Gaithersburg (CoG) regarding retaining walls along the exterior of the site and abutting State Highway Right of Way:</p> <p>RCI covers general project info and retaining wall scope and SHA impacts.</p> <ul style="list-style-type: none"> - Existing SHA SWM Pond - Triangular property layout per I-370 dedication / construction. <p>Wall #1:</p> <ul style="list-style-type: none"> - Located at 355 and O’neill Dr Entrance adjacent to existing SWM Pond. - If retaining wall does not hold up a road and is less than 6’ in height (exposed height), then the Office of Structures will not be required to review. <ul style="list-style-type: none"> o Structures Office – likely review anyway if the wall is located on SHA property. o SHA has a list of Retaining Walls that are allowed on their property. - Wall #1, as proposed, will require District Office / Access Management review. <ul style="list-style-type: none"> o RCI and applicant prefer to eliminate Wall #1 and the associated construction and maintenance easements, and instead grade on SHA property and provide a temporary grading easement for construction. o SHA staff agrees that grading on SHA property and providing a grading easement is preferable to providing the retaining wall. <p>Wall #2:</p> <ul style="list-style-type: none"> - South Side of Property (north of I-370) - RCI and applicant prefer to eliminate the Wall #2 and associated grading and maintenance easements and grade on SHA property and provide a temporary grading easement for construction. - SHA staff agree with this method. Prefer the Grading Easement to Maintenance and Construction easements. <p>Wall #7:</p> <ul style="list-style-type: none"> - West side of site (between buildings 5 and 6) - Proposed Wall #7 has 10’ exposed heights, 13.5’ buried height. - RCI proposed to grade out onto SHA property and remove wall #7. - SHA supports removing Wall #7 and grading onto SHA property. <p>Retaining Wall Coordination:</p> <ol style="list-style-type: none"> 1. RCI to provide meeting minutes. 2. SHA (Kwesi) to provide an email stating that SHA supports removal of walls 1, 2, and 7 and that associated grading onto SHA property will be reviewed under an Access Management permit. Temporary Grading Easements to be provided / reviewed under Access Management Permit. 	
CONCLUSIONS	SHA to provide email indicating acceptance of the idea of “graded” design for Rosedale with Temporary Grading impacts on SHA property and removal of Walls 1, 2 and 7.

These minutes were prepared by Rodgers Consulting, Inc., based on our recollection of the proceedings. If there are any changes required to be made to the meeting minutes please inform us of such changes within 3 days or the minutes as proffered will be deemed correct.