

Jasmine Forbes

From: DeVol - Web - RDeVol <RDeVol@DeVolFuneralHome.com>
Sent: Tuesday, July 14, 2020 2:45 PM
To: Jasmine Forbes
Cc: Wallace Scott; Rhodes Philip
Subject: Signage

This email is from an EXTERNAL source. Please use caution when opening attachments, clicking links, or responding.

Jasmine

Attached please find the pictures you requested showing that the signage has been posted. Thank you Bob DeVol

De Vol
FUNERAL HOME

 GAITHERSBURG
MAYOR AND CITY COUNCIL

To help ease the spread of the coronavirus, the City of Gaithersburg is not conducting in person meetings. Information on how to watch or participate will be available at www.gaithersburgmd.gov/visit. Refer to the City's meeting agenda at www.gaithersburgmd.gov/hearings or call 301-258-8330 for additional information.

PUBLIC HEARING

MAYOR AND CITY COUNCIL

5P-8415-2020 FILE NO. 10-14 EAST DEER PARK AVENUE
CONCEPT SITE PLAN APPLICATION TITLE DEVOL FUNERAL HOME LOCATION/TITLE

MONDAY DAY 8/3/2020 DATE 7:30 P.M.

GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE
www.gaithersburgmd.gov 301-258-8330



To help slow the spread of the coronavirus, the City of Gaithersburg is not conducting in person meetings. Information on how to watch or participate will be available at www.gaithersburgmd.gov/virtual. Refer to the City's meeting agenda at www.gaithersburgmd.gov/meetings or call 301-258-6330 for additional information.

PUBLIC HEARING

MAYOR AND CITY COUNCIL

SP-8415-2020

FILE NO.

CONCEPT SITE PLAN

10-14 EAST DEER PARK AVENUE
DEVOL FUNERAL HOME

LOCATION/TITLE

MONDAY

DAY

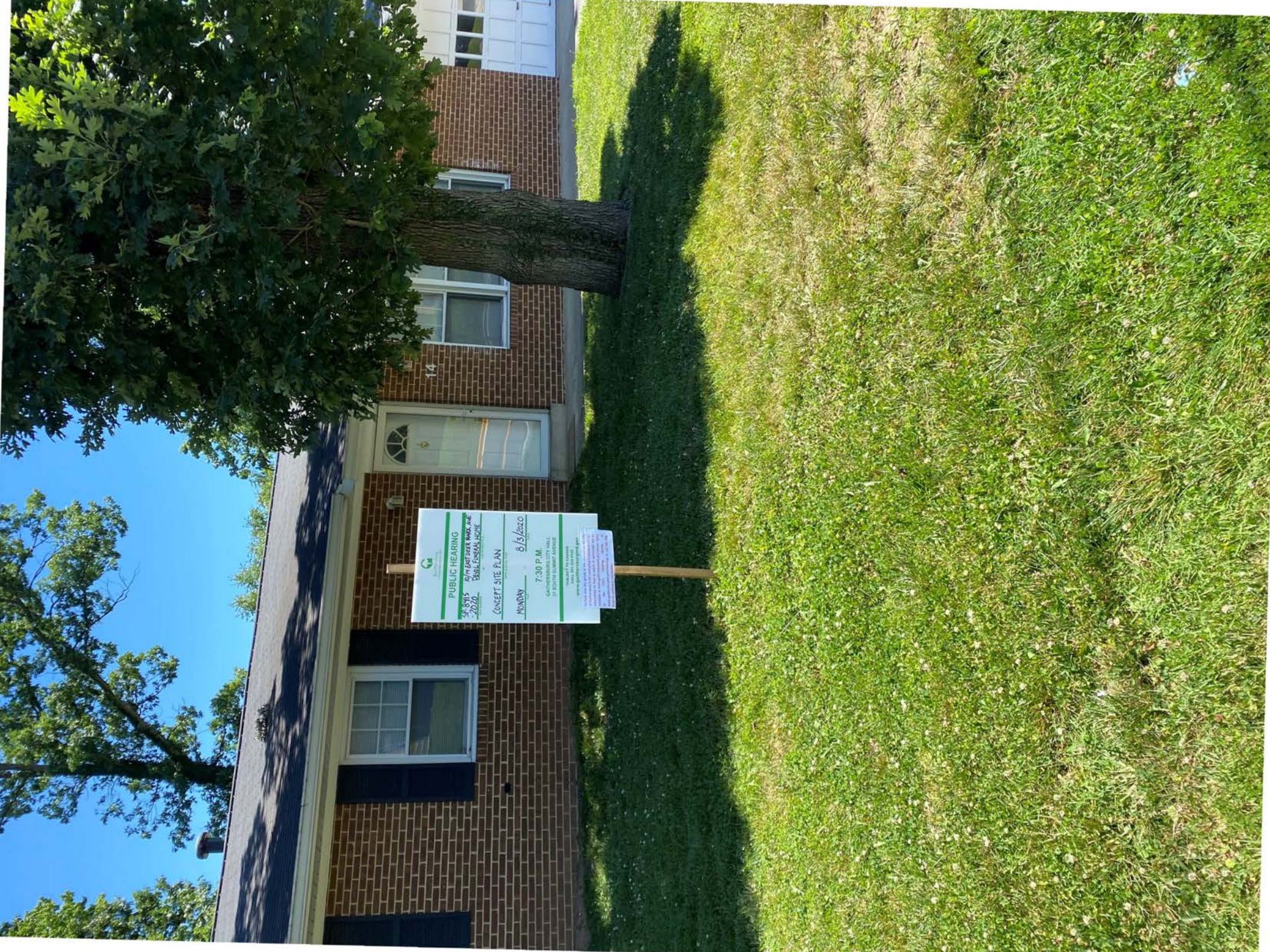
APPLICATION TYPE

8/3/2020

DATE

7:30 P.M.

GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE
www.gaithersburgmd.gov -301-258-6330



 PUBLIC HEARING
31 SOUTH SUMMIT AVENUE
GARDEN CITY, MISSOURI 64303
CONCEPT SITE PLAN
MONDAY 8/15/2020
7:30 P.M.
31 SOUTH SUMMIT AVENUE
GARDEN CITY, MISSOURI 64303
FOR MORE INFORMATION
CALL 816.326.2200
OR VISIT www.ci.garden-city.mo.us

FOR MORE INFORMATION
CALL 816.326.2200
OR VISIT www.ci.garden-city.mo.us

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The Washington Post

Questions or comments regarding your proof should be directed to your account representative. If you do not know your account representative, please use the appropriate number below.

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(202) 334-6200 - Classified Advertising

(202) 334-4100 - Jobs
(202) 334-5725 - Property Management
(202) 334-7007 - Legal Notices

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Ad Number

BP Name

Advertiser #

Purchase/Insertion Order #

Advertiser Name

Start Date

End Date

Number of Insertions

Ad Size CO

Keyword

LINES

Price

Content Component and Description

Sales Rep

Date Ad Proof is Generated

System Message

Special Instructions

NOTICE OF PUBLIC HEARING

The Mayor and City Council of the City of Gaithersburg, Maryland, will conduct a public hearing on Concept Site Plan SP-8415-2020 on

**MONDAY
AUGUST 3, 2020
AT 7:30 P.M.**

or as soon thereafter as this matter can be heard virtually by teleconference online and phone.

The applicant requests approval of Concept Site Plan, SP-8415-2020, located at 10 and 14 East Deer Park Drive. The application proposes to convert an existing residential building into a crematorium-viewing parlor and minor site improvements for the Devol Funeral Home at 10 East Deer Park Drive.

Further information may be obtained from the Planning and Code Administration Department at City Hall, 31 South Summit Avenue, between the hours of 8 a.m. and 5 p.m., Monday through Friday, or by visiting the City's website at:
<https://www.gaithersburgmd.gov/government/projects-in-the-city>

Jasmine Forbes, Planner
planning@gaithersburgmd.gov
Planning and Code Administration



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LEGAL NOTICE

SP-8415-2020 Devol Funeral Home, August 3, 2020

Publish 7/14/2020 5:01 PM

Document: [Download](#)

The City of Gaithersburg Mayor and Council will conduct a public hearing at the time and place noted below.

Meeting: Mayor and City Council
Application Type: Concept Site Plan
File Number: SP-8415-2020
Location: 10 and 14 East Deer Park Drive
Applicant: Robert Devol- Devol Funeral Home
Day/Date/Time: Monday, August 3, 2020 at 7:30 p.m.
Place: Virtually by Teleconference Online and Phone

Application SP-8415-2020 has been filed requesting Concept Site Plan approval to convert an existing residential building into a crematorium-viewing parlor and minor site improvement for the Devol Funeral Home at 10 East Deer Park Drive. The subject properties are located at 10 and 14 East Deer Park Drive and zoned CD (Corridor Development).

Contact the Planning and Code Administration City Planner (listed below) at 301-258-6330 if you should have any questions and to learn more about this process and your ability to offer testimony and input.

Contact Information:
 Jasmine Forbes, Planner
 301-258-6330
planning@gaitthersburgmd.gov

Jasmine Forbes

To: Anthony Berger
Subject: RE: Devol Funeral Home- Preliminary Staff Analysis

From: Anthony Berger <Anthony.Berger@gaitthersburgmd.gov>
Sent: Wednesday, July 15, 2020 8:01 AM
To: Jasmine Forbes <Jasmine.Forbes@gaitthersburgmd.gov>
Subject: RE: Devol Funeral Home- Preliminary Staff Analysis

Good Morning Jasmine,

The Trip Generation Manual does not list funeral homes as a specific land use. In general I would consider it a similar use to a religious facility. I would also estimate that the majority of generation would take place outside peak hours so it is unlikely that the am/pm peak hour trips will increase by more than 30 trips.

I believe they are in compliance with the requirements of the Gaithersburg Traffic Impact Study standards and no study is required.

Thanks,
Tony



Anthony Berger, PE | Engineering Services Division Chief

City of Gaithersburg | 800 Rabbitt Road | Gaithersburg, MD 20878
P (240) 805-1265 | www.gaithersburgmd.gov



Please consider the environment before printing this email.

From: Jasmine Forbes
Sent: Monday, July 13, 2020 4:36:04 PM
To: Anthony Berger
Subject: Devol Funeral Home- Preliminary Staff Analysis

Hi Tony,

I am currently writing the preliminary staff analysis for the Devol Funeral Home at 10 East Deer Park Avenue. The Applicant is converting an existing building at 14 East Deer Park Avenue to expand the existing funeral home services to include a crematorium and viewing parlor (1,776 square feet). In the Applicant's APFO statement, they noted that new services is not going to increase the am/pm peak hours trips. Do you concur with the Applicant's statement or do you need more information?



Jasmine Forbes, Planner I
Planning and Code Administration

City of Gaithersburg | 31 South Summit Avenue | Gaithersburg, MD, 20877
Direct: 240-805-1069 | Main: 301-258-6330 | www.gaithersburgmd.gov
Jasmine.Forbes@gaitthersburgmd.gov



Scott C. Wallace
301.517.4813
swallace@milesstockbridge.com

July 16, 2020

Mr. Jud Ashman, Mayor,
and Members of the Gaithersburg City Council
City of Gaithersburg
31 South Summit Avenue
Gaithersburg, MD 20877-2038

Re: DeVol Funeral Home – 10 and 14 E. Deer Park Drive, Gaithersburg (the “Property”)

Dear Mayor Ashman and Council Members:

This firm represents DeVol Enterprises, Inc. (“DeVol”), the owner of the above-referenced Property located in Gaithersburg. On behalf of DeVol, we are filing this Concept Site Plan Application for the conversion of an existing single-family house on the Property to a funeral home use including a viewing parlor and cremation services and additional surface parking in two phases as detailed further below (the “Application”).

By way of background, the Property contains approximately 2.06 acres (89,733.60 square feet) and is zoned Corridor Development (CD). The Property is located on the south side of East Deer Park Drive, at the intersection of Frederick Avenue and East Deer Park Drive. More specifically, the Property consists of one lot and one parcel – P861 (14 East Deer Park Drive) and Lot 1, Block V, recorded among the Land Records of Montgomery County, Maryland at Plat No. 16398 (10 East Deer Park Drive). The Property is currently improved with an approximately 5,291 square-foot (“SF”) funeral home, an 89-space surface parking lot, and an approximately 1,762-SF vacant single-family house. Surrounding uses include single-family homes to the south and east, medical offices to the west across Frederick Avenue, and commercial uses and multifamily housing to the north across East Deer Park Drive.

The Application proposes conversion of an existing house on the Property to a funeral home use including cremation services and additional surface parking in two phases (the “Project”). The Application also proposes to consolidate the lot and parcel that currently make up the Property into a single lot.

In the first phase, DeVol proposes to convert the existing house on the Property to a funeral home use, including an approximately 600-SF addition at the rear of the existing house to be used for crematory services (“Phase 1”). The addition will be approximately 14 feet or one story in height. As shown on the architectural renderings, the proposed design of the addition

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and Members of the Gaithersburg City Council
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endeavors to retain the residential appearance of the existing house. The façade of the existing house facing East Deer Park Drive will be retained. The addition will be placed at the rear of the house. Phase 1 will serve the existing clients of the funeral home and is not anticipated to generate a significant number of new families visiting the Property. The existing surface parking lot is adequate to serve the existing funeral home and proposed funeral parlor in the converted house.

In the second phase, DeVol proposes to increase the surface parking on the Property from 89 spaces to 111 spaces in order to accommodate the occasions when there is a large funeral. As shown on the Concept Site Plan, the additional parking would be located to the rear of the existing single-family house such that it is mostly screened from East Deer Park Drive. Stormwater management facilities will be provided within the proposed parking lot area. Additional landscape screening can be provided along the property boundaries to augment existing vegetation. Parking lot lighting will also be provided. Landscape and lighting plans will be developed and submitted at the time of Final Site Plan.

Vehicular and pedestrian access to the Project will be along the Property's East Deer Park Drive frontage. Vehicular access to the Project will remain via two existing curb cuts off of East Deer Park Drive leading to the existing surface parking lot, as well as the driveway serving the existing house.

The Project enhances pedestrian access and circulation by continuing the existing 5-foot wide sidewalk along the Property's East Deer Park frontage to and slightly past the eastern property line, as shown on the Concept Site Plan. The sidewalk will be completed in the first phase.

As detailed below, the Project, as proposed in the Application, meets the required findings for Concept Site Plan approval, advances the purposes of the CD Zone and the applicable recommendations of the 2001 City of Gaithersburg Special Study Area Frederick Avenue Corridor Land Use Plan: A Master Plan Element (the "Master Plan"), and all public facilities are adequate to serve the Project.

Required Findings under Zoning Ordinance Sec. 24-160G.7(b)

- (1) *The plan is substantially in accord with architectural, signage, lighting, streetscape, parking and other regulations, requirements and guidelines adopted by the City Council for the applicable corridor area.*

As shown on the Concept Site Plan, the Project is substantially in accord with architectural, signage, lighting, streetscape, parking and other regulations, requirements and guidelines adopted

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and Members of the Gaithersburg City Council
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by the City Council for the Frederick Avenue Corridor. As shown on the architectural renderings included with this Application, in keeping with the purpose of the Frederick Avenue Corridor Design Code (“Design Code”), the residential appearance of the existing house will be maintained and shared by the proposed addition in terms of height and materials. In this way, the Project will be compatible with the context and character of the neighborhood in furtherance of the purpose of the Design Code (p. 20).

(2) *The plan meets or accomplishes the purposes, objectives and minimum standards and requirements of the zone; and*

As detailed below and shown on the Concept Site Plan, the Project meets or accomplishes the purposes, objectives and minimum standards of the CD zone. More specifically, the Project satisfies the height, placement, and setback standards under Zoning Ordinance Sec. 24-160G.4. The proposed addition to the existing house consists of a single story approximately 14 feet in height. As noted on the data table, all setbacks are greater than the 15 feet required on a parcel containing an existing building. The proposed additional parking will be placed at the rear of the existing house and meets the standards set forth in Zoning Ordinance Sec. 24-160G.4(e).

(3) *The plan is in accord with the area master plan and any accompanying special condition or requirements contained in said master plan for the area under consideration; and*

As detailed below, the Project is in accord with the Master Plan.

(4) *The plan will be internally and externally compatible and harmonious with existing and planned land uses in the CD zoned area and adjacent areas; and*

The Project is internally and externally compatible and harmonious with the existing and planned land use in the CD zoned area and adjacent areas. The neighborhood surrounding the Property is eclectic, containing light commercial and office uses, multi-family housing, and single-family housing. The first phase of the Project entails a 600-SF addition to the rear of the existing house on the Property. The addition will allow DeVol to expand the services it provides onsite to include cremation and a viewing parlor for families who wish to be present for the process. As previously noted, this first phase is not anticipated to expand DeVol’s business. The Project also will not alter the residential appearance of the existing house. Thus, the expanded funeral home use will remain consistent and harmonious with the mix of uses in the surrounding CD zoned and adjacent area.

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and Members of the Gaithersburg City Council
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- (5) *The existing or planned public facilities are adequate to service the proposed development contained in the plan; and*

As detailed below, existing public facilities are adequate to serve the Project.

- (6) *The development staging or phasing program if any, is adequate in relation to the provision of public facilities and private amenities to service the proposed development; and*

The phasing program will be adequate in relation to the provision of public facilities and private amenities to serve the Project. As previously noted, Phase 1 entails the conversion of the existing house on the Property to a funeral parlor with a 600-SF addition to be used for a viewing parlor and cremation services. Phase 1 is intended to serve existing clients and will not expand DeVol's business. Phase 2 consists of additional surface parking, which will allow DeVol to accommodate large funerals. This additional parking is not required for Phase 1, as the existing 89-space surface parking lot is adequate to serve both the existing funeral home use and Phase 1.

- (7) *The plan, if approved, would be in the public interest.*

The Project is in the public interest, as it repurposes a vacant and long underutilized single-family house to serve the existing clients of DeVol's funeral home business.

- (8) *The existing buildings with historic significance are considered for preservation and retention pursuant to the city's historic preservation ordinance.*

None of the existing buildings on the Property have historic significance.

Conformance to the CD Zone Purposes

The Project satisfies the purposes of the CD zone. The purposes of the CD zone are as follows:

- (a) *Encourage a form of development, consistent with the goals and provisions of the respective master plans for the city that will achieve the physical characteristics necessary to enhance the economic vitality, planned visual character and quality of life within an identified transportation corridor in the city.*
- (b) *Create a more attractive and cohesive development pattern and to enhance the city's sense of place through the creation of individual character associated with the corridor in the applicable corridor master plan.*

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- (c) *Encourage development and redevelopment and renovation of declining or underutilized properties along the corridor.*
- (d) *Encourage the use of consistent, compatible and attractive architecture, streetscape and visual themes.*
- (e) *Create a streamlined process for zoning and plan approvals.*
- (f) *Provide an appropriate scale of development and mix of retail, service, employment and residential uses as recommended in the applicable corridor plan.*

Consistent with the above listed purposes of the CD zone, DeVol proposes to renovate the existing vacant and underutilized single-family house to integrate it into the existing, successful funeral home use on the Property. Thus, the Project contributes to the mix of retail, service, employment and residential uses by continuing the existing funeral home use on the Property and expanding its services.

Further consistent with the purposes of the CD zone, the design utilizes “consistent, compatible, and attractive architecture, streetscape and visual themes.” The proposed 600-SF addition to the rear of the existing house retains the house’s residential appearance and is of an “appropriate scale” given the character and scale of the surrounding uses. The architecture and scale of the addition are designed to blend with the single-family houses to the south and east, creating a transition between those houses and the office and multifamily housing uses to the north. This will result in an “attractive and cohesive development pattern.”

Master Plan Conformance

In addition to being consistent with the purposes of the CD zone, the Project is consistent with the Master Plan. The Master Plan identifies the Property as Lot 1 Block V and Parcel P861 (Map Designation F). Master Plan, p. 10. The Master Plan further locates the Property in the “Southern Residential District” of the Frederick Avenue Corridor and recommends that its development be “in keeping with the residential character of this portion of the corridor.” *Id.* at 5, 10. The Master Plan further recommends “commercial-office-residential” land uses. *Id.* at 10. Consistent with this, DeVol proposes to locate a commercial use (funeral home) within a residential structure (single-family house). Thus, the residential character of the area is visually retained, while making use of a vacant and underutilized structure.

The Master Plan specifically discusses the existing house on the Property. It notes: “two houses are zoned Residential Buffer (RB) and currently contain uses that are consistent with that

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zone. However, due to use and design constraints to the RB zone, these properties have experienced difficulty maintaining their viability given their location.” *Id.* at 10. The Master Plan recommends a “commercial-office-residential” land use designation and CD zoning to remedy this. *Id.* Consistent with the CD zone and “commercial-office-residential” land use designation, DeVol proposes to integrate the existing house into the existing funeral home use on the Property, thereby making use of the long underutilized single-family house.

Adequacy of Public Facilities

With regard to transportation facilities, the conversion of the existing house to funeral use will generate a *de minimus* number of new peak-hour trips. With regard to fire services, the Property is located within a 10-minute response time of Fire Stations 8, 28 and 32. With regard to water and sewer service, the Project will be served by existing public water and sewer facilities.

Upon review of this letter and the enclosed application materials, please do not hesitate to contact me if you have any questions or comments. Thank you for your continued assistance on this Project.

Very truly yours,



Scott C. Wallace

cc: Ms. Jasmine Forbes
Mr. Robert DeVol
Mr. Phil Rhodes

DeVol Funeral Home

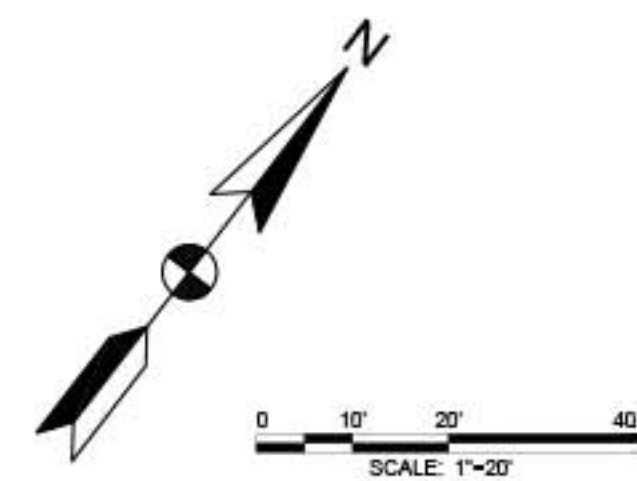
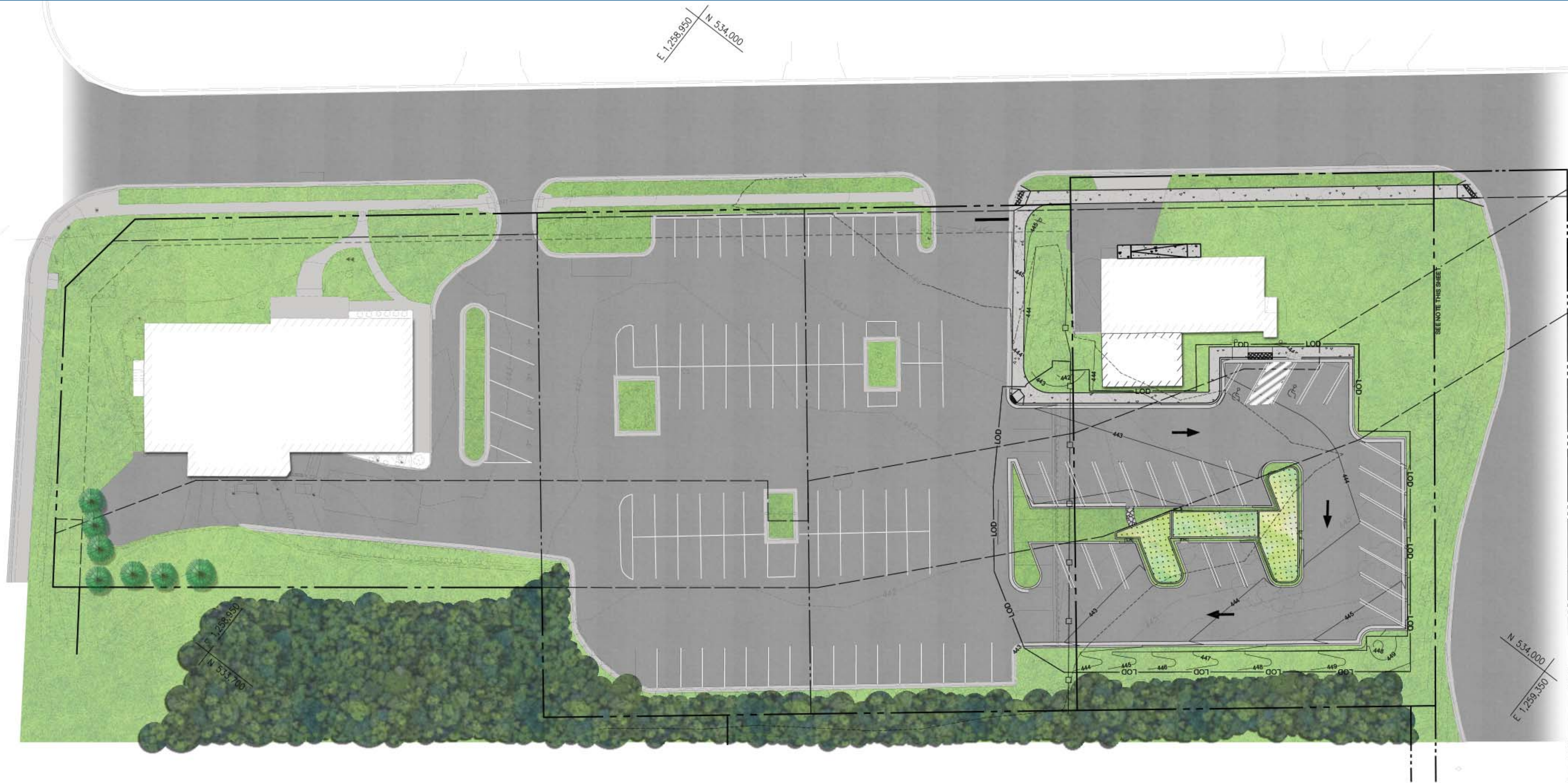
10 & 14 East Deer Park Drive, Gaithersburg, MD

July 16, 2020

Mayor and City Council
SP-8415-2020
Exhibit #16



A. Morton Thomas & Associates, Inc.
800 King Farm Boulevard, 4th Floor
Rockville, MD, 20850
ph: 301.881.2545



LEGEND

- LIMIT OF DISTURBANCE (LOD)
- PROPERTY LINE
- MICRO BIO-RETENTION FACILITY
- CONCRETE SIDEWALK
- CURB & GUTTER
- RETAINING WALL
- ASPHALT
- NEW BUILDING
- EXISTING BUILDING
- EXISTING TOPO MAJOR
- EXISTING TOPO MINOR
- EXISTING PROPERTY LINE
- ADA SIGNAGE
- EXISTING TREE