

**ADEQUATE PUBLIC FACILITIES
ADVISORY COMMITTEE**

ACTION MINUTES

MEETING OF July 21, 2011

The meeting was convened at 6:08 p.m. In attendance – Julie Carr, Dennis Cain, Soo Lee-Cho, Tom Gibney, Charles Littlefield, Eric Siegel, Jason Anthony and Roald Schrack. Sean Hart was absent.

The chair moved, seconded by Eric Siegel, to approve the agenda. The motion passed unanimously.

The committee reviewed the draft minutes from the July 14 meeting. A number of revisions were offered. Eric Siegel moved, seconded by Charles Littlefield, to approve the revised minutes. The motion passed 7-0-1 with Jason Anthony abstaining.

Tom Gibney requested the staff to provide the MCPS school projections for each of the years between 2006 and 2010.

The committee then began a discussion of the traffic issues related to the APFS. With regard to mitigation measures it was noted that the city limits the trip mitigation to 30% while the County may allow up to 100% in the Traffic Management Districts (TMD's). Discussion continued regarding more mitigation measures. The county also audits these programs to assure compliance. The committee discussed City audits to assure that even the 30% requirement is being met, and publishing how the city's TMD funds are being used. Coordinating mitigation measures among projects, so as to avoid the silo effect, was also discussed.

The committee agreed to draft a recommendation that the Planning Commission examine whether the Comprehensive Transportation Review (CTR) consider the feasibility of increasing the mitigation measures and how they can be reliably monitored.

The committee discussed recommending that the Planning Commission should also examine the city-wide master plan traffic projections and potential solutions. We might also consider looking at other county plans and their phasing plans for traffic improvements to assure that the needed projects will come when needed.

The committee then returned to a discussion of the waiver provisions in the APFS. They noted the recommendation from Erica Leatham last week that there should be some criteria under which a waiver may be granted. Some committee members felt that there needs to be clarification on whether the list of uses eligible for waivers is exclusive or not. Also consider recommending the addition of a finding that cites non-binding criteria for granting waivers, either in the APFS or in the ordinance.

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The committee considered whether to recommend adding an APF standard for public open space. It was noted that this is principally a zoning and development issue and is not needed in the APFS. It is an issue that should be examined in another context. The suggestion was made that the committee members review the Parks, Recreation and Open Space (PROS) master plan that is posted on the City web site.

The chair then suggested that teams of committee members be designated to write the different sections of the final report. The team assignments are: Schools – Dennis Cain, Charles Littlefield, Roald Schrack. Fire/EMS – Sean Hart, Jason Anthony. Water/Sewer – Eric Siegel. Traffic and Transportation – Tom Gibney, Soo Lee-Cho. The chair will write the introduction and synthesize the sections. The teams were tasked to complete drafts by July 31.

The meeting was adjourned at 9:41 p.m.