



PLANNING COMMISSION

Wednesday, July 22, 2020

7:00 PM

Meeting No. 14-2020

AGENDA

Charles Littlefield, Chair

Anne Goodman
Sarah Miller
John Tyner, II

Don Hadley
Suzan Pitman
Rev. Jane E. Wood

Jim Wasilak, Staff Liaison

Nicholas Dumais, Assistant City Attorney

Rockville City Hall will be closed until further notice due to the recent state directives for slowing down the spread of the coronavirus COVID-19 and social distancing.

The Planning Commission is not conducting meetings in person. If you wish to submit comments in writing for an agenda item, please email them to planning.commission@rockvillemd.gov by **2:00 p.m. on the day of the meeting.**

All comments will be acknowledged by the Planning Commission at the meeting.

- 1. Recommendation to Mayor and Council**
 - A. Presentation, Discussion and Recommendation to the Mayor and Council on Zoning Text Amendment TXT2020-00257, East Rockville Design Guidelines and Standards**
 - 2. Review and Approval**
 - 1. Review and Approval of the 2019 Planning Commission Annual Report**
 - 3. Commission Items**
 - A. Staff Liaison Report**
-

B. Old Business

C. New Business

D. Minutes Approval

1. July 8, 2020

E. FYI/Correspondence

4. Adjourn

HELPFUL INFORMATION FOR STAKEHOLDERS AND APPLICANTS

I. GENERAL ORDER OF SESSION FOR DEVELOPMENT APPLICATIONS

1. Staff presentation
2. City Board or Commission comment
3. Applicant presentation (10 min.)
4. Public comment (3 min, or 5 min for the representative of an association)
5. Planning Commission Discussion and Deliberation
6. Decision or recommendation by vote

The Commission may ask questions of any party at any time during the proceedings.

II. PLANNING COMMISSION BROADCAST

- Watch LIVE on Comcast Cable Rockville Channel 11 and online at: www.rockvillemd.gov
- Replay on Comcast Cable Channel 11:
 - Wednesdays at 7:00 pm (if no live meeting)
 - Sundays at 7:00 pm
 - Mondays, Thursdays and Saturdays at 1:00 pm
 - Saturdays and Sundays at 12:00 am (midnight)
- Video on Demand (within 48 hours of meeting) at: www.rockvillemd.gov/VideoOnDemand.

III. NEW DEVELOPMENT APPLICATIONS

- For a complete list of all applications on file, visit: www.rockvillemd.gov/DevelopmentWatch.

VI. ADDITIONAL INFORMATION RESOURCES

- Additional resources are available to anyone who would like more information about the planning and development review process on the City's web site at: www.rockvillemd.gov/cpds.

Maryland law and the Planning Commission's Rules of Procedure regarding ex parte (extra-record) communications require all discussion, review, and consideration of the Commission's business take place only during the Commission's consideration of the item at a scheduled meeting. Telephone calls and meetings with Commission members in advance of the meeting are not permitted. Written communications will be directed to appropriate staff members for response and included in briefing materials for all members of the Commission.



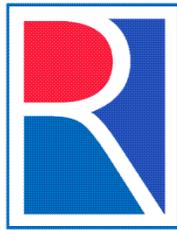
Agenda Item #:	A
Meeting Date:	July 22, 2020
Responsible Staff:	Andrea Gilles

SUBJECT:

Presentation, Discussion and Recommendation to the Mayor and Council on Zoning Text Amendment TXT2020-00257, East Rockville Design Guidelines and Standards.

RECOMMENDATION
(Include change in law or Policy if appropriate in this section):

Review and discuss the proposed Zoning Text Amendment, TXT2020-00257, for the East Rockville Design Guidelines and Standards, and provide a recommendation to the Mayor and Council.



City of
Rockville
Get Into It

Planning Commission Staff Report:

MEETING DATE: July 22, 2020

REPORT DATE: July 15, 2020

RESPONSIBLE STAFF: Andrea Gilles, AICP
Comprehensive Planning Manager
240.314.8273; agilles@rockvillemd.gov

SUBJECT: Presentation and Discussion on Zoning Text
Amendment TXT2020-00257, East Rockville
Design Guidelines and Standards

BACKGROUND:

The East Rockville Design Guidelines and Standards (Design Guidelines and Standards), Zoning Text Amendment TXT2020-00257, was authorized for filing by the Mayor and Council on June 8, 2020 (see Attachment A). If adopted by the Mayor and Council, the proposed zoning text amendment will amend Article 10 - Single Dwelling Unit Residential Zones of the City's Zoning Ordinance, to establish a new "Design Guidelines" section and implement the East Rockville Design Guidelines and Standards document (Attachment B). The new zoning provisions will be administered by the Department of Planning and Development Services (PDS), which will oversee compliance. The purpose of this agenda item is for the Planning Commission to review and provide a recommendation to the Mayor and Council on this proposed zoning text amendment.

On May 27, staff, along with the project consultants, provided a briefing to the Planning Commission on the Design Guidelines and Standards document. As part of that briefing, staff provided details on the history of the project and the process by which the draft was prepared. This project is rooted in recommendations from the 2004 East Rockville Neighborhood Plan which included establishing East Rockville as a Neighborhood Conservation Area to maintain its unique character and enhance both its physical and environmental features. Since 2004, several options for implementing this objective have been discussed, including a Neighborhood Conservation District and Historic Designation; however, neither option received enough support within East Rockville to proceed as a neighborhood-wide project. In late 2017, members of the East Rockville Civic Association (ERCA) approached PDS staff to discuss options for establishing residential design expectations that strengthen the unique setting and character of the neighborhood. PDS staff suggested creating design guidelines through a community-driven process, and the ERCA members were supportive of that approach. Due to the regulatory and design expertise needed for such a project, the City hired a design consultant to assist staff with the project. A contract was awarded in June 2018 to a design team, led by Michael Watkins Architect, LLC (the consultant), based in Gaithersburg, Maryland.

The first of six neighborhood meetings for the project was held on October 9, 2018 at the Pump House. The process involved working with the neighborhood and the consultants to elicit the community's specific goals and concerns, develop draft concepts, test those concepts with the community, and make adjustments in response. The final neighborhood meeting was an open house held on October 14, 2019 at Glenview Mansion, during which members of the community were invited to provide their feedback on the draft proposals. There was very strong support of a large majority of those who participated, resulting in production of the East Rockville Design Guidelines and Standards document.

DISCUSSION:

The text amendment to add a Design Guidelines section to Article 10 of the Zoning Ordinance will implement, and provide reference to, the East Rockville Design Guidelines and Standards document. If approved, compliance with the Design Guidelines and Standards will be required in order for a building permit to be issued for a single dwelling unit or for an addition to an existing single dwelling unit home in East Rockville. The document includes both standards (the "wills" and the "musts") that require compliance; and guidelines, to which adherence is strongly encouraged.

Issues Addressed in the Design Guidelines and Standards

The draft Design Guidelines and Standards document is organized into eleven issues. These issues were developed in response to development and design concerns raised by residents throughout the engagement process and were refined based on feedback.

To follow is a brief description, including general intent, of each of the issues included in the proposed Design Guidelines and Standards. More detail, including graphic examples can be found in the document itself (Attachment B). Also provided below are key points of discussion for some of the issues that, during the engagement process, generated greater debate due either to their complexity or to the unique approach proposed to address the issues. Additionally, prior to

authorizing this project, the Mayor and Council provided staff with several questions that it wanted staff to address with the Planning Commission during its review process. Those items are also included as part of the Key Points of Discussion component for the relevant issue.

Building Orientation (Issue 1)

Building orientation refers to the way a building is positioned on its lot and how it relates to neighboring buildings and to the street. Buildings and front entryways that are oriented toward the street establish a welcoming atmosphere along the block and contribute to a walkable environment by leading people directly to and from the public sidewalk or street.

Key Points of Discussion

- **Front Entrances:** Normally, the proposed standard would simply require that the front entrance of the building face the street. It was pointed out by some residents that in certain parts of the neighborhood, homes were built with their entrance toward the side. There was concern that, in the case of an addition, the renovations could be extensive enough to trigger compliance with the design guidelines and standards on both the new and original portions of the house, thereby requiring a change in the location of the front entrance. Residents felt that this requirement could make certain improvements cost prohibitive and wanted to honor the traditional design of the original homes. Staff worked with the consultants and developed language that allowed an exception for front entrances, in the case of an addition, “if the design is based on architectural precedent and the entry placement conforms to the historic or original design of the home” (draft document, page 3).

Building Placement (Issue 2)

Maintaining an established building setback pattern is a way of preserving neighborhood character. Setbacks may vary slightly, due to topography changes or for the purpose of conserving a natural feature; but, in general, a consistent front yard appearance should be maintained.

Lot Coverage (Issue 3)

Lot coverage is the percentage of lot area covered by buildings. The building footprints of new homes have increased, in some cases dramatically, over the past couple of decades. It has become more common to maximize the building envelope, resulting in greater lot coverage and buildings that are out-of-scale with the homes of their neighbors. This deviation not only impacts design and character but may also affect stormwater management. Larger houses are often accompanied by more paved surfaces, including driveways and walkways, which can exacerbate stormwater issues. Establishing a maximum building footprint and limiting impervious surfaces are efforts to mitigate the impacts of building mass and scale, as well as impacts on the stormwater management system.

Key Points of Discussion

- **Limits to Building Footprint:** Lot coverage was discussed and debated at every neighborhood meeting for this project. Lot coverage refers to the amount of surface area that buildings (primary home, garage, shed, etc.) cover. Initially, the

recommendation was to lower the percentage of the lot that could be covered by buildings from the 35% that is currently allowed in the zone to 25%. However, concerns were raised about potential impacts on the smaller lots, as well as how this approach may limit the option to build an Accessory Dwelling Unit (ADU) in the future. The refined proposal was to maintain the existing lot coverage maximum percentage (35%) but limit the footprint of the primary building to 1,500 square feet, as in the Lincoln Park Neighborhood Conservation District (NCD). For reference, a traditional 6,000 square foot lot in the R-60 zone currently would allow a footprint of 2,100 square feet if the 35% lot coverage limit was maximized. This provision would limit that footprint to 1,500 square feet for new homes but leave open the possibility of other accessory structures being built.

- **Limits to Building Footprint, One-Story Additions:** Residents pointed out at the last neighborhood meeting that this new requirement could potentially penalize homeowners who wanted to add on to, but retain, their single-story homes. In response, staff included the standard, which is also part of the Lincoln Park NCD, that if an existing one-story house is retained, an addition may bring total lot coverage up to 35% of the smallest lot size available (6,000 square feet in the R-60 zone) or up to 2,100 square feet (draft document, page 5).
- **Limits to Building Footprint, Large Lots:** At their briefing in February, the Mayor and Council raised another question about whether a footprint larger than 1,500 square feet should be allowed for primary buildings on the larger lots in the neighborhood. In East Rockville, many of the larger lots are very long and narrow, meaning that increasing the square footage allowance could result in very long and narrow houses. Additionally, in general, more square footage equates to more parking and more impervious cover, two issues of concern for residents who want to preserve a walkable environment in this transit proximate area.

However, staff understands that there is room for flexibility given the varying lot sizes. The current proposal is based on the R-60 zoning category, which requires a 6,000 square foot minimum lot size. The majority of the neighborhood is zoned R-60, except for a few blocks zoned R-75 in the Burgundy Knolls area to the northeast, between 1st Street and E Gude Drive. A 7,500 square foot minimum lot size is required in the R-75 zone. Given these two zoning classifications, staff recommends that for lots up to 7,499 square feet, the current draft language would apply, and the footprint for the primary building would be limited to 1,500 square feet (25% of 6,000 square feet). For lots 7,500 square feet and larger, the footprint of the primary building would be limited to 1,875 (25% of 7,500 square feet). The same would apply for instances in which a property owner wanted to add on to, but retain, their single-story home. If an existing one-story house is retained on a lot that is 7,500 square feet or larger, an addition may bring total lot coverage up to 35% of the smallest lot size available (7,500 square feet in the 7-50 zone or up to 2,625 square feet. If this

approach is recommended, the language would need to be updated accordingly for the properties under 7,500 square feet.

- **Limits to Impervious Cover:** Also included within this topic are standards for impervious surface cover in the front and rear yards. The Design Guidelines and Standards propose to limit the driveway width between the street and the front of the house to 12 feet, unless pervious materials are used. If pervious materials are used, the width may increase to 20 feet. A limit on backyard impervious cover is also included, which would be a new standard in the zoning code. The proposed standard would limit backyard impervious cover to 50%.

Parking, Garages & Pavement (Issue 4)

Garages should not be the prominent feature of the front elevation (or front view) of the home or of the street frontage. Streetscapes that are dominated by garages and driveways give prominence to vehicles rather than reflecting a walkable, inviting neighborhood.

Key Points of Discussion

- **Garages:** The draft proposal is to require that all garages sit a minimum of 5 feet behind the front of the home. For garages wider than 12 feet, they must be situated a minimum of 20 feet behind the front of the home (draft document, page 6). These requirements are intended to minimize the prominence of vehicle storage and promote a more pedestrian-oriented environment. Traditionally, the homes in East Rockville were built with a single-lane driveway, paved ruts, or in many cases, no driveway at all.

Additions (Issue 5)

Additions should complement the design and proportions of the original structure. They should be concentrated toward the rear or the side of the existing structure whenever possible. The overall height, massing, and proportions should relate well to adjacent structures, as well as to the larger neighborhood context. Additions with a proposed second story along a block of predominantly one-story homes should demonstrate sensitivity regarding the overall scale and proportion, as well as window placement and privacy of the new portion of the structure.

Key Points of Discussion

- **Proportions and Massing:** Some of the additions that have been built in East Rockville project an appearance of being separate structures from the original home. Given that in certain sections of the neighborhood, in which original homes were built with a floor area of less than 1,000 square feet, additions can easily become larger than the original structure. Different concepts were explored to reduce the perceived bulk of an addition and improve upon the relationship between the original and new portions of the home. The proposed language emphasizes additions that are secondary in massing to the original structure, are located to the side or rear of the home, utilize compatible roof lines and ridges, and incorporate consistent materials, window placement and proportions (draft document, pages 7-8).

Building Massing & Scale (Issue 6)

The size of a typical single-family home is larger today than it was in the first half of the 20th century, when many of the homes in East Rockville were built. Finding a balance between creative design, changing preferences in housing size and styles, and an established neighborhood identity is one of the primary challenges for design guidelines in older communities. The massing and scale of new construction can have the greatest impact on neighborhood character. Larger construction should be context-sensitive to the existing smaller-scaled development pattern. Roof lines, massing variation, window placement, and porches, among other treatments, can have a significant impact on the perceived mass of a building.

Building Height (Issue 7)

A building's scale is established largely by its height. Relatively consistent building heights establish a certain rhythm to a street. If a building is much taller than its surrounding neighbors, it can seem out of place and break the existing rhythm. In older neighborhoods, it is not uncommon for one-story buildings to be replaced with taller, two-story homes. A building can be larger than adjacent structures and still be harmonious with the neighborhood. Currently, the City's zoning code measures height to the mid-point of the roof. Measuring to the peak provides greater predictability of final maximum building height.

Key Points of Discussion

- **How Building Height is Measured:** The maximum building height in the existing zone is 35 feet, measured to the mid-point of the roof. Some of the new homes have been built to this standard, plus a few extra feet to the peak. These homes can be significantly different than the adjacent homes, especially in areas where a single-story development pattern is predominant. The proposed standard would require that building height be measured to the peak, instead of the mid-point, effectively lowering the allowable height of the overall structure while leaving in place the numeric limit. In addition, the maximum number of stories permitted would be two and a half, rather than the three stories that are possible under the current code (draft document, page 10). One exception, where the proposal is to lower the numeric limit for the height maximum, is for flat roofs. As proposed, the maximum height would be 30 feet for flat roofs. Originally, during the community process, the recommendation was to prohibit flat roofs; however, some residents did not want to limit the potential for creative design, so the standard was refined accordingly.

Roof Pitch (Issue 8)

Pitch is the slope or angle of a roof. The form of a roof can contribute significantly to the mass and proportion of a building. Utilizing a lowered pitch or fewer ridges and valleys is another way of reducing the bulk of a structure.

Building Articulation (Issue 9)

Articulating a building facade means to provide a variation to its surface, such as framed windows, adding a porch, or off-setting a portion of the elevation. Articulation gives texture to

exterior walls, and simple treatments can provide architectural interest and break up the bulk of large structures.

Building Materials (Issue 10)

Material types and where they transition impact the appearance of a building. A change in materials, for example, between the first and second stories, can help break up the perceived bulk of a structure. Materials should be used in a consistent, though not necessarily uniform, manner, including between the principal building and accessory structures.

Key Points of Discussion

- **Guidelines or Standards:** Whether to regulate materials was discussed several times with different residents. The pros and cons were debated at more than one community meeting and each time the consensus was to treat the recommendations in this section as guidance and not as mandatory standards.

Porches & Stoops (Issue 11)

Porches and stoops add more than just character and interest to a house. They also facilitate community interactions and put more "eyes on the street," as they provide a place for sitting and conversation. Practically, they may also provide shelter from the elements, when they are covered; and depending on size, they can also provide additional living space.

Key Points of Discussion

- **Balancing Design Requirements with Cost Implications:** Many homes in East Rockville have porches and/or stoops, and it was important to participants to ensure that new homes incorporate them as well. Originally, it was recommended that all new homes have a porch or a covered stoop. After further discussion with residents, particularly about the added cost of such a requirement, the proposed standard was expanded to include as permitted the less onerous, and generally less-costly, uncovered porches and stoops as well.

Other Issues

The following items do not relate specifically to one issue but are topics that were raised throughout the process and have been addressed as part of the overall document.

1. **Alternative Compliance:** Staff recognizes that there may be unique circumstances that make meeting one or more of the proposed requirements infeasible. Further, there may be alternative design solutions that may not specifically meet a standard but still meet the overall intent of the Design Guidelines and Standards. As such, an "Alternative Compliance" option is included in the draft document and may be granted by the Chief of Zoning, or another applicable Approving Authority as defined in the Zoning Ordinance, if "the proposed alternative design maintains the intent and spirit of the guidelines and standards and provides an equal or better design solution in terms of livability for residents and impacts on neighboring properties. Alternative

Compliance may be particularly appropriate to address site-specific constraints, including irregular lot shapes and dramatic grade changes. Site-specific opportunities include, for example, the desire to preserve a mature tree and in doing so, building footprint or setbacks may need adjusting” (draft document, page 2).

Key Points of Discussion

- **Additional Parameters and Limits:** At each of their initial briefings on the subject matter, both the Mayor and Council and the Planning Commission raised a mix questions about Alternative Compliance, including whether it allowed for too much flexibility.¹ Given that East Rockville is an older neighborhood with varying development patterns and lot arrangements, staff recommends retaining an option for Alternative Compliance but offers the following modifications for consideration:
 - Limit Alternative Compliance to apply only to specific mandatory design standards. For example, permit Alternative Compliance for standards regarding Additions and Building Height, but not Building Orientation. Deviations from mandatory standards not eligible for Alternative Compliance would require a zoning variance.
 - Establish more specific findings or criteria for approving Alternative Compliance.
 - Expressly require a property owner to prepare a statement demonstrating how their alternative is meeting the intent and spirit of the design guidelines and standards.

2. Mature Tree Preservation

Members of the East Rockville Civic Association (ERCA) have made the preservation of the neighborhood’s tree canopy a priority. Currently, tree preservation may only be addressed in the Design Guidelines and Standards as a rationale for a request for Alternative Compliance. However, staff recommends that the Design Guidelines and Standards include additional protection of existing trees through such provisions as the following, which could be added to Building Placement (Issue 2).

- The rear setback line will be maintained as the limit of disturbance to protect existing trees within the setback area on the lot or adjacent lots. If the rear of the lot adjoins an alley, the Zoning Manager may consider Alternative Compliance in another location on the lot, including designating the front yard setback area, as the limit of disturbance.

¹ It is important to note that Alternative Compliance is intended to permit flexibility in the application of the mandatory standards in the design guidelines (the “musts” as opposed to the “shoulds”). Because discretionary standards (the “shoulds”) are not mandatory, deviations from discretionary standards do not require a formal Alternative Compliance finding. Discretionary standards are included in the design standards to provide guidance or examples to staff and applicants.

- Three (3) shade trees (1 in the front yard and 2 in the rear yard) are required per lot for rebuilds or major additions. Existing trees may be counted toward meeting this requirement. Preserving existing mature trees on the lot is given priority over planting new trees.
- Applicants must provide a Tree Save Plan along with all permits for new single-family homes and major additions, detailing how trees on the lot and adjacent lots will be preserved and the above requirements are met.

Staff will be seeking feedback from the Planning Commission about incorporating more explicit direction about Alternative Compliance and mature tree preservation into the Design Guidelines and Standards.

PUBLIC OUTREACH:

Along with a design consultant, PDS staff worked with East Rockville residents over the course of a year to identify and prioritize issues related to new housing development and exploring different design solutions to address the issues. Six neighborhood meetings were held between October 2018 and October 2019. Staff also attended several ERCA meetings to provide updates on the process.

For each of the neighborhood meetings, staff worked with ERCA to circulate meeting invites through their email listserv, as well as on their website. Staff also compiled an email list of everyone who signed into meetings and sent updates to that list. A webpage was created for the project, and all meeting materials, including the draft document and the issues survey, were posted online. In addition, comments could be submitted through the project webpage, directly to staff. In advance of two of the neighborhood meetings, the first workshop with the consultants and the final draft review meeting, postcards were sent to all detached residential property owners within the East Rockville boundary. The following is a list of meeting dates and topics:

- Meeting 1: October 9, 2018 at the Pump House. Information session and survey.
- Meeting 2: October 25, 2018 at City Hall. Workshop with consultants.
- Meeting 3: January 24, 2019 at the Pump House. Review and discuss first draft.
- Meeting 4: March 12, 2019 at the Pump House. Review and discuss second draft.
- Meeting 5: June 3, 2019 at the Pump House. Review and discuss third draft.
- Meeting 6: October 14, 2019 at Glenview Mansion. Final draft review and discussion.

Staff will continue to provide updates by email to the contact list and to the Civic Association throughout the Planning Commission and Mayor and Council process.

BOARDS AND COMMISSIONS:

On February 24, 2020, PDS staff and the design consultants provided a briefing on the Design Guidelines and Standards to the Mayor and Council. On May 27, 2020, a similar briefing was provided for the Planning Commission. The Mayor and Council continued the discussion at their meeting on June 8, ultimately authorizing, by unanimous vote, the proposed zoning text

amendment. Through its initial review, the Mayor and Council raised four key issues that they would like the Planning Commission to consider during its review of the proposal. A summary of the issues is:

- Potential for varying the building footprint square footage limit, currently proposed at 1,500 square feet, for larger lots.
- Providing information about how owners or new buyers of homes in East Rockville will know about the Design Guidelines and Standards.
- Clarity about additions to smaller homes that retain the original one-story footprint.
- Clarity about how lot coverage and square footage limits are applied to driveways, parking pads, and garages, both attached and detached.

NEXT STEPS:

After its review and discussion, the Planning Commission may prepare a written recommendation on the proposed text amendment for transmittal to the Mayor and Council. Once transmitted, a public hearing before the Mayor and Council will be scheduled for early fall 2020 to hear testimony from the community.

Attachments

- Attachment 1.A.a: East Rockville Design Zoning Text Amendment (PDF)
Attachment 1.A.b: East Rockville Design Guidelines & Standards Document Draft (PDF)

Jim Wasilak
Jim Wasilak, Zoning and Development Manager 7/16/2020

ATTACHMENT TO APPLICATION
TO THE CITY OF ROCKVILLE FOR A
TEXT AMENDMENT TO THE ZONING ORDINANCE

Applicant: Mayor and Council of Rockville

The applicant proposes to amend the zoning ordinance adopted on December 15, 2008, and with an effective date of March 16, 2009, by inserting and replacing the following text (underlining indicates text to be added; ~~strikethroughs~~ indicate text to be deleted; * * * indicates text not affected by the proposed amendment). Further amendments may be made following citizen input, Planning Commission review and Mayor and Council review.

Amend Article “Single Dwelling Unit Residential Zones”, as follows:

* * *

Section 25.10.14 – Design Guidelines

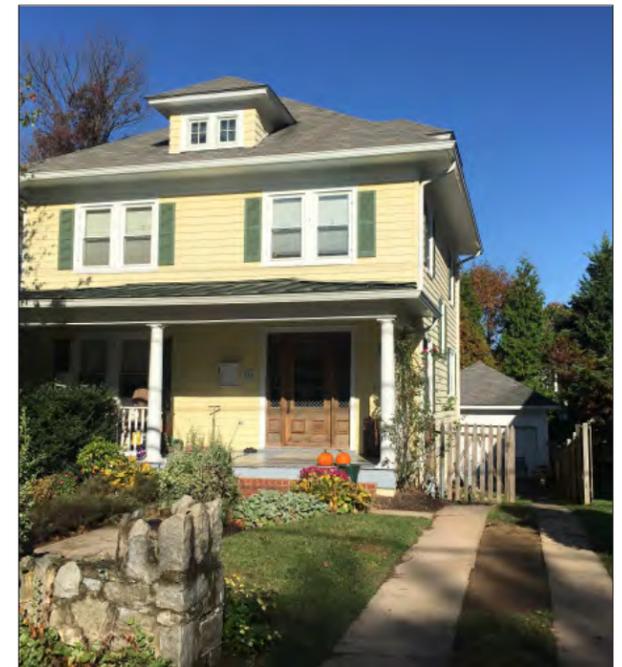
No building permit may be issued for a structure in a single dwelling unit residential zone unless the structure conforms to any applicable design guidelines approved by the Mayor and Council consistent with an adopted Plan.

Adopted design guideline plans referenced herein by their title and date of adoption are:

- a) East Rockville Design Guidelines and Standards, [Date of Adoption].



October 25, 2018					
	Very Important 2 points	Somewhat Important 1 point	Not Important 0 points	Total	
Building Orientation (ex: where the house has its front)	8	6	0	14	Urban
Building Placement (/how far from or close to the street)	8	4	0	12	
Lot Coverage (age of the lot covered by buildings)	12	4	0	16	Lot
Front Yard Paving (from driveways, porches, walkways)	10	4	0	14	
Garage Placement/Location	2	7	0	9	
Building Mass and Scale	22	0	0	22	Mass
Building Height	18	1	0	19	
Building Articulation (ing materials, varying roof lines, etc.)	14	4	0	18	
Home Additions	8	6	0	14	
Porches and Stoops (w homes have them? certain styles?)	4	6	0	10	
Roof Styles (architectural design)	2	4	0	6	
Window and Door Types/Styles (architectural design)	4	3	0	7	Architecture
Building Material Types	0	6	0	6	



EAST ROCKVILLE DESIGN GUIDELINES AND STANDARDS

Rockville, Maryland

GSA CONSULTING, INC.

and

LSG LANDSCAPE ARCHITECTURE

and

MICHAEL WATKINS ARCHITECT, LLC

for

CITY OF ROCKVILLE

and

EAST ROCKVILLE CIVIC ASSOCIATION

NEIGHBORHOOD MEETINGS

- 1A. Information Session and Survey (Oct 9, 2018)**
- 1B. Community Engagement Workshop (Oct 25, 2018)**
- Goals, Preferences, Priorities, Survey
- 1C. Community Engagement Meeting (Jan 24, 2019)**
- Review and Discuss First Draft
- 1D. Community Engagement Meeting (Mar 12, 2019)**
- Review and Discuss Second Draft
- 1E. Community Engagement Meeting (Jun 3, 2019)**
- Review and Discuss Third Draft
- 1F. Final Neighborhood Meeting (Oct 14, 2019)**
- Review and Discuss Revised Draft

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NEXT STEPS

- 3. Adoption Process**
- 4. Final Revisions and Deliverables**

INTRODUCTION

East Rockville is a well-established, predominantly single-family neighborhood located within walking distance of the Rockville Metro Station. Most of the housing stock was built in the 1940s and early 1950s during the development boom that occurred after World War II, however, historic homes dating from the late 1800s, some of the first in Rockville, still stand today.

The most recent neighborhood plan for East Rockville was adopted in 2004 and included an objective to establish East Rockville as a Neighborhood Conservation Area to maintain its unique character and enhance both its physical and environmental features. Since 2004, several options for implementing this objective have been discussed including a Neighborhood Conservation District (NCD) and Historic Designation; however, neither option received enough support to proceed as a neighborhood-wide project. There was concern about regulating architectural style with a Historic District as well as the onerous requirements needed for residents to initiate the NCD process.

Over the past decade, the neighborhood has experienced development pressure for different housing types, and an increasing number of original homes have been torn down and replaced with much larger structures. During the initial engagement meetings for the Rockville 2040 Comprehensive Plan, residents expressed concern about how the scale and proportion of new residential development was impacting this mature neighborhood, both from the perspective of design and environmental sustainability.

In late 2017, members of the East Rockville Civic Association (ERCA) approached Planning and Development Services (PDS) staff to discuss options to ensure that new homes contribute positively to the character of their unique neighborhood. PDS staff suggested creating Design Guidelines and Standards through a neighborhood engagement process, and the ERCA members were supportive of that approach. Due to the regulatory and design expertise needed for such a project, the city decided to hire a design consultant to assist staff with the project. A contract was awarded in June 2018 to a design team, led by Michael Watkins Architect, LLC (the consultant), based in Gaithersburg, Maryland. The first of six neighborhood meetings for the Design Guidelines and Standards was held on October 9, 2018 at the Pump House.

PURPOSE

The purpose of the East Rockville Residential Design Guidelines and Standards is to establish a clear set of expectations for new detached home construction and additions to existing homes in East Rockville. New development should contribute positively to the built and natural environments and integrate well into the traditional neighborhood context. The document provides a predictable review framework for residents, design professionals, contractors, city staff, and elected officials when considering or reviewing a new home or addition to an existing home.

The Design Guidelines and Standards also provide an opportunity to further broaden neighborhood goals including:

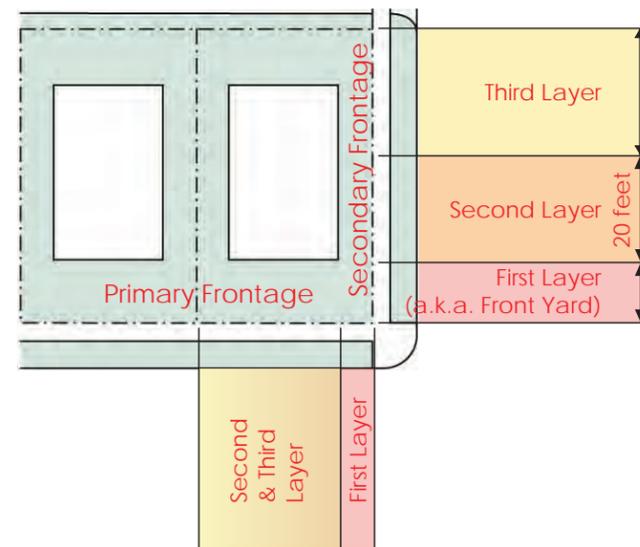
- Sustaining and strengthening the unique identity and sense of place that exists among residents in the neighborhood.
- Promoting complementary and context-sensitive development between new and existing structures, while also allowing creative design.
- Promoting site design that preserves the natural features in the neighborhood and minimizes impacts on healthy tree canopy and existing stormwater management.
- Maintaining a walkable and pedestrian-friendly environment.

APPLICABILITY

- These design guidelines and standards apply to all new residential detached construction whether an entirely new building or an addition(s) to an existing building. They are a supplement to all applicable City codes, ordinances and adopted plans.
- Any new development within an historic district, or any addition to a structure that has been designated as an historic structure, is subject to approval by the Historic District Commission.
- Provisions of this document are activated by "must" and "will" when required; "should" when advisory but highly recommended.
- Alternative compliance to these design guidelines and standards may be approved by the Chief of Zoning or other applicable Approving Authority as defined in the Zoning Ordinance if: the proposed alternative design maintains the intent

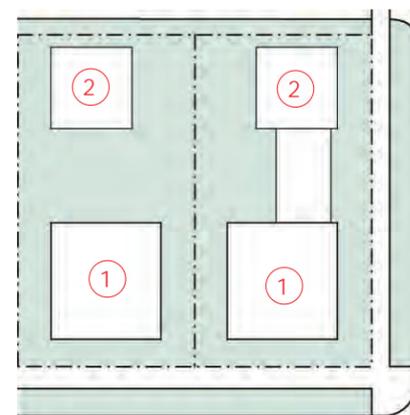
and spirit of the guidelines and standards and provides an equal or better design solution in terms of livability for residents and impacts on neighboring properties. Alternative compliance may be particularly appropriate to address site-specific constraints, including irregular lot shapes and dramatic grade changes. Site specific opportunities include, for example, the desire to preserve a mature tree and in doing so, building footprint or setbacks may need adjusting.

DEFINITIONS: LAYERS



Layer (First, Second and Third). A range of depth of a lot within which certain elements are permitted.

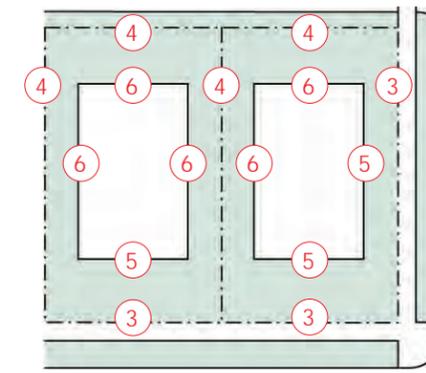
DEFINITIONS: BUILDING DISPOSITION



Building. A structure having one or more stories and a roof, designed primarily for the shelter, support, or enclosure of persons, animals, or property of any kind.

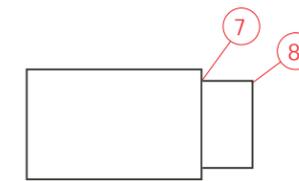
1. **Principal Building.** The main building on a lot, usually located toward the Frontage.
2. **Accessory Building.** A building subordinate to, and located on the same lot with a main/principal building, the use of which is clearly incidental to that of the main/principal building or to the use of the land, and which is not attached by any part of a common wall or common roof to the main building.

DEFINITIONS: FRONTAGE & LOT LINES, FAÇADES & ELEVATIONS

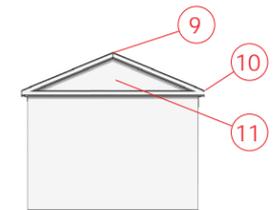


3. **Frontage.** The area between a building Façade and the vehicular lanes, inclusive of its built and planted components. On a corner lot, the primary Frontage is the Frontage which faces the more primary street (typically the street with the narrower Frontage).
4. **Lot Line.** The boundary that legally and geometrically demarcates a Lot.
5. **Façade.** An exterior wall of a building facing a Frontage Line.
6. **Elevation.** An exterior wall of a building not a facing a Frontage Line.

DEFINITIONS: BUILDING COMPOSITION

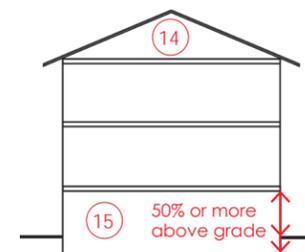
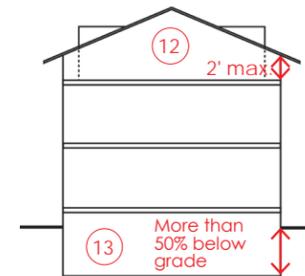


7. **Inside Corner**
8. **Outside Corner**



9. **Ridge**
10. **Eave**
11. **Gable end**

DEFINITIONS: BUILDING HEIGHT

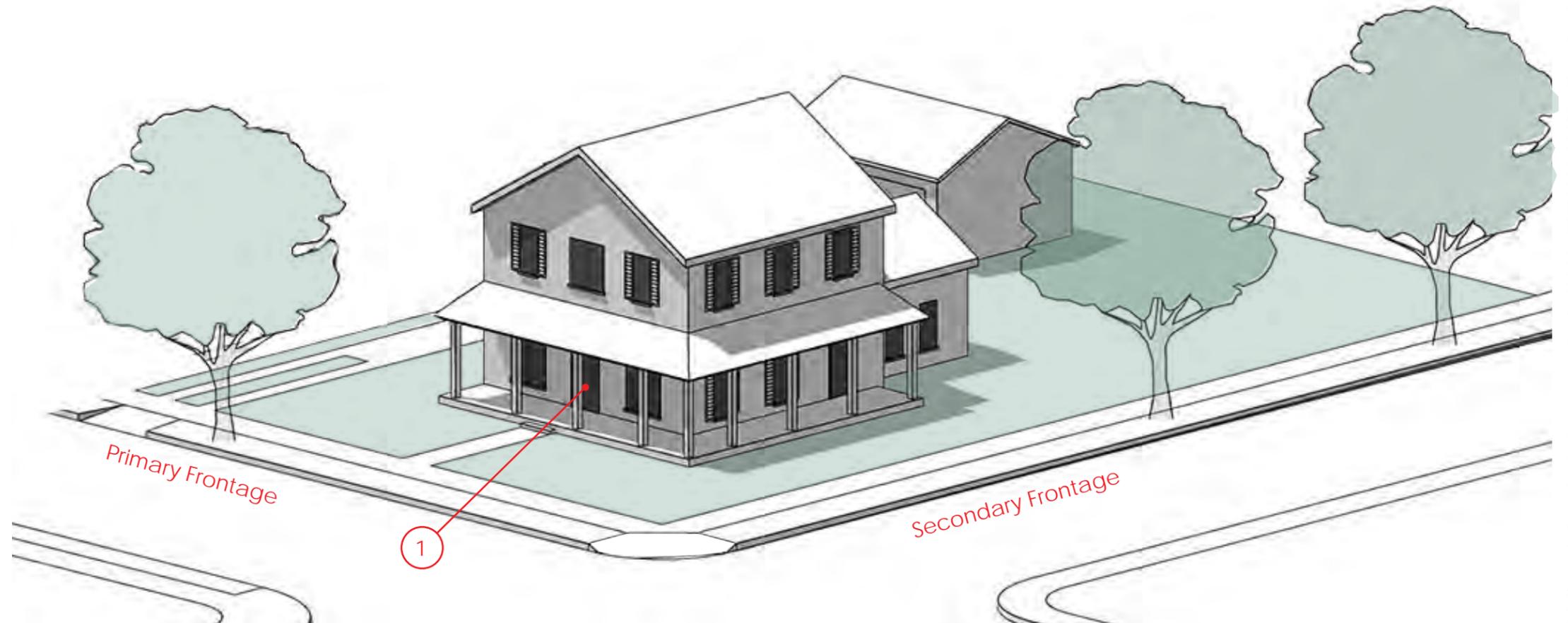


12. **Half-story.** A story under a gable, hip, or gambrel roof, the wall plates of which on the least two (2) opposite exterior walls are not more than 2 feet above the floor of such story.
13. **Cellar.** That portion of a building below the first-floor joists at least half of whose clear ceiling height is below the level of the adjacent ground (compare with Basement).
14. **Attic.** The interior part of a building contained within a pitched roof structure.
15. **Basement.** That portion of a building below the first-floor joists, at least half of whose clear ceiling height is above the level of the adjacent finished grade (compare with Cellar).

BUILDING ORIENTATION (ISSUE 1)

Building orientation refers to the way a building is positioned on its lot and how it relates to neighboring buildings and to the street. Buildings and front entryways that are oriented toward the street establish a welcoming atmosphere along the block and contribute to a walkable environment.

- 1 The front entrance of the primary building must face the primary frontage. In the case of an addition or renovation to an existing house, an exception may be made if the design is based on architectural precedent and the entry placement conforms to the historic or original design of the home.
- 2 On corner lots, both façades must be similarly designed and detailed and have similar opening proportion, placement, pattern and alignment. Although not required, the use of consistent materials on both façades is strongly preferred.



Corner lot, both sides articulated.



Front doors, porches engaging the street.



Front walkways connecting to sidewalk.



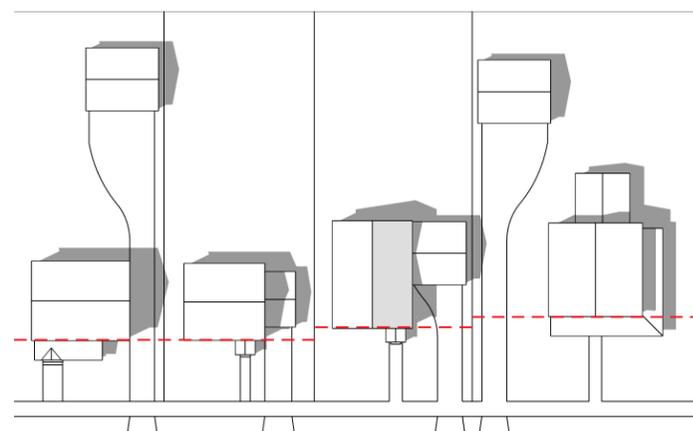
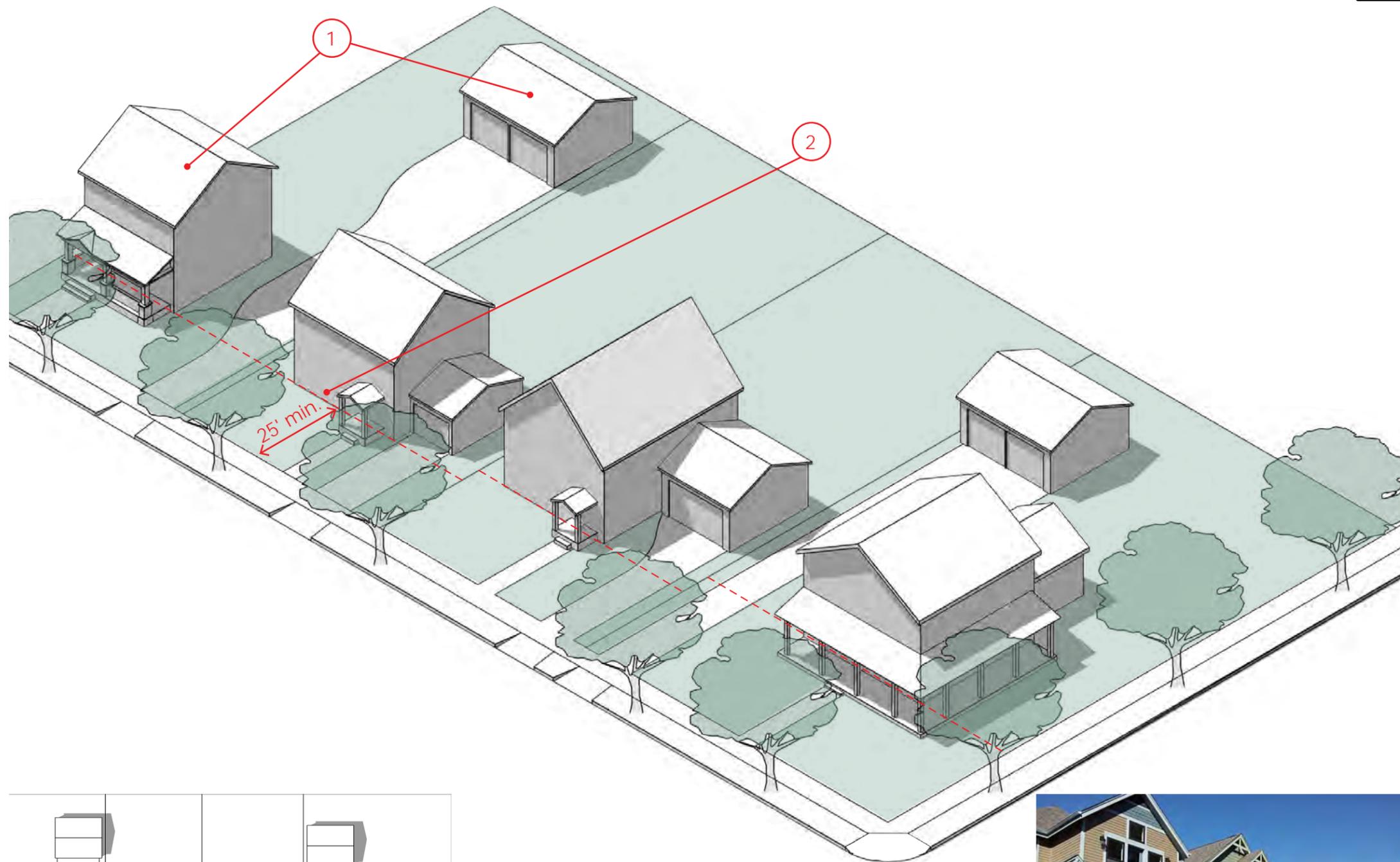
Side entry turned away from the street.

WORKING DRAFT

BUILDING PLACEMENT (ISSUE 2)

Maintaining an established setback pattern is a way of preserving neighborhood character. Setbacks may vary slightly, due to topography changes, or to conserve a natural feature, but in general, a consistent front yard appearance should be maintained.

- 1 One Principal Building may be built at the frontage on each lot. Accessory Buildings to the rear of the principal Building are also permitted.
- 2 Minimum front setback standards are established by the applicable zoning district: New structures and additions must be compatible with the prevailing site arrangement, setback distance and orientation of neighborhood houses to reinforce the existing character of the street.
- 3 Any existing buildings not conforming to an established setback pattern on the block-face must not be used to determine a setback range.
- 4 The following may encroach into the required setback: porches (except enclosed porches), stoops, terraces, balconies, bay windows.
- 5 Façades must be built parallel to the primary street frontage.
- 6 Side setbacks for principal buildings must be the minimum required by the zoning code.



Plan view of the same block showing setbacks.



Consistent setback pattern.

WORKING DRAFT

LOT COVERAGE (ISSUE 3)

The building footprint of new homes has increased, in some cases dramatically, over the past couple of decades. It has become more common to maximize the building envelope, resulting in greater lot coverage and buildings that are out-of-scale with their neighbors. This not only impacts design and character, but stormwater management as well. Larger houses are often accompanied by more paved surfaces, including driveways and walkways, which can exacerbate stormwater issues. Establishing a maximum building footprint and limiting impervious surfaces are efforts to mitigate building mass and scale impacts as well as impacts on the stormwater management system.

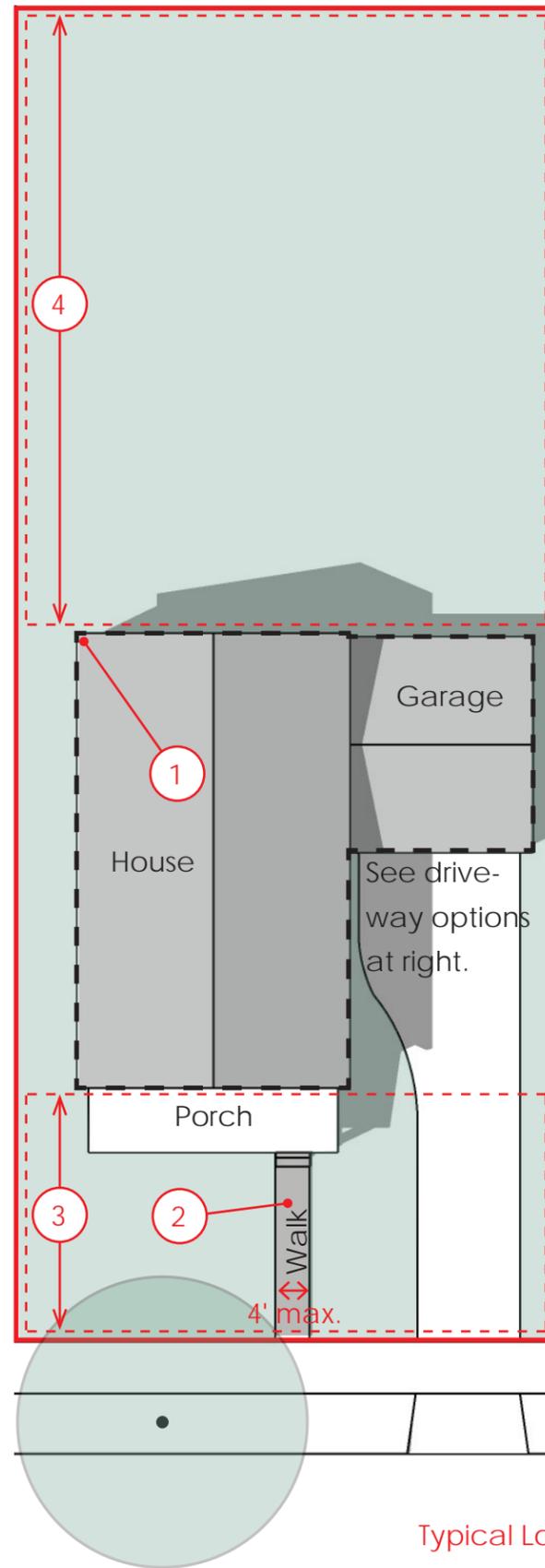
Lot Coverage: The percentage of lot area covered by buildings, including enclosed porches and accessory buildings.

- 1 Lot coverage by buildings must be a maximum 35% of the lot with the exception of covered or uncovered porches facing frontages. Total building footprint (ground floor), not including covered or uncovered porches facing frontages, must be a maximum of 1,500 s.f.

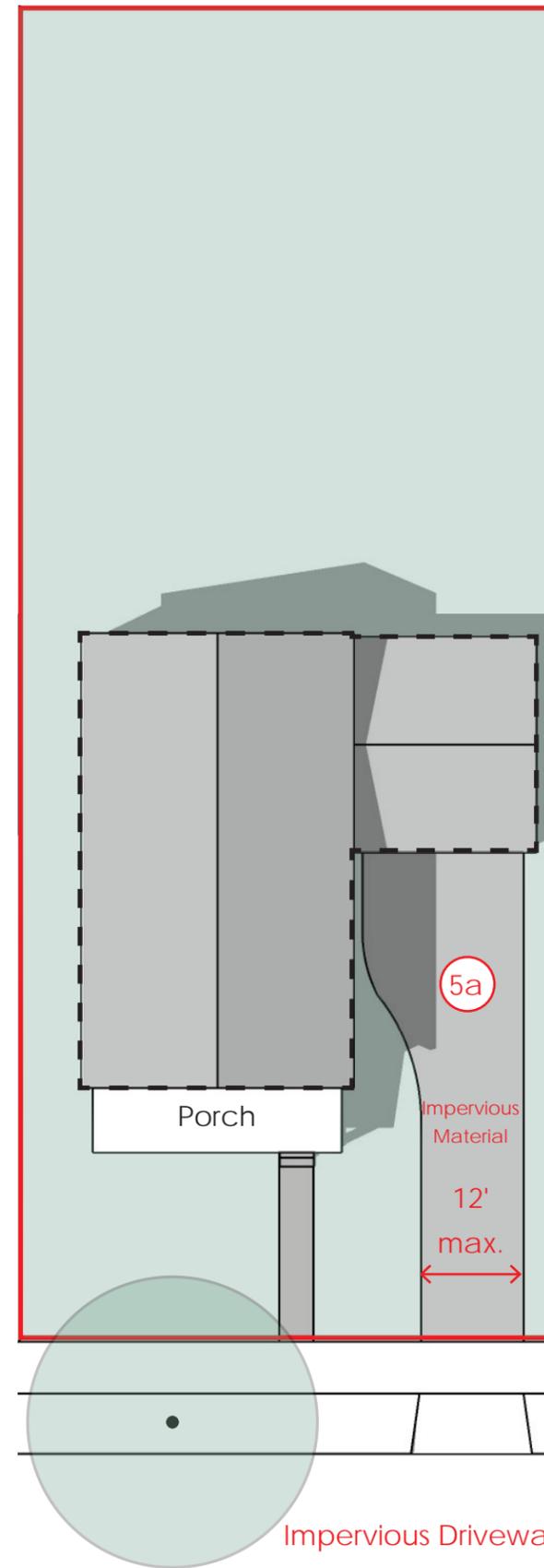
If an existing one-story house is retained, an addition may bring total lot coverage up to 35% of the smallest lot size permitted (ex: 6,000 square feet in the R-60 zone) or up to 2,100 square feet.

- 2 Walks must be 4 ft. wide max.
- 3 Front yard impervious coverage must be a maximum of 40%.
- 4 Rear yard impervious coverage must be a maximum of 50%.
- 5a In the first layer, driveways of an impervious material must be 12 ft. wide max.
- 5b Driveways of a pervious material must be 20 ft. wide max. or 2 car widths max., whichever is less.

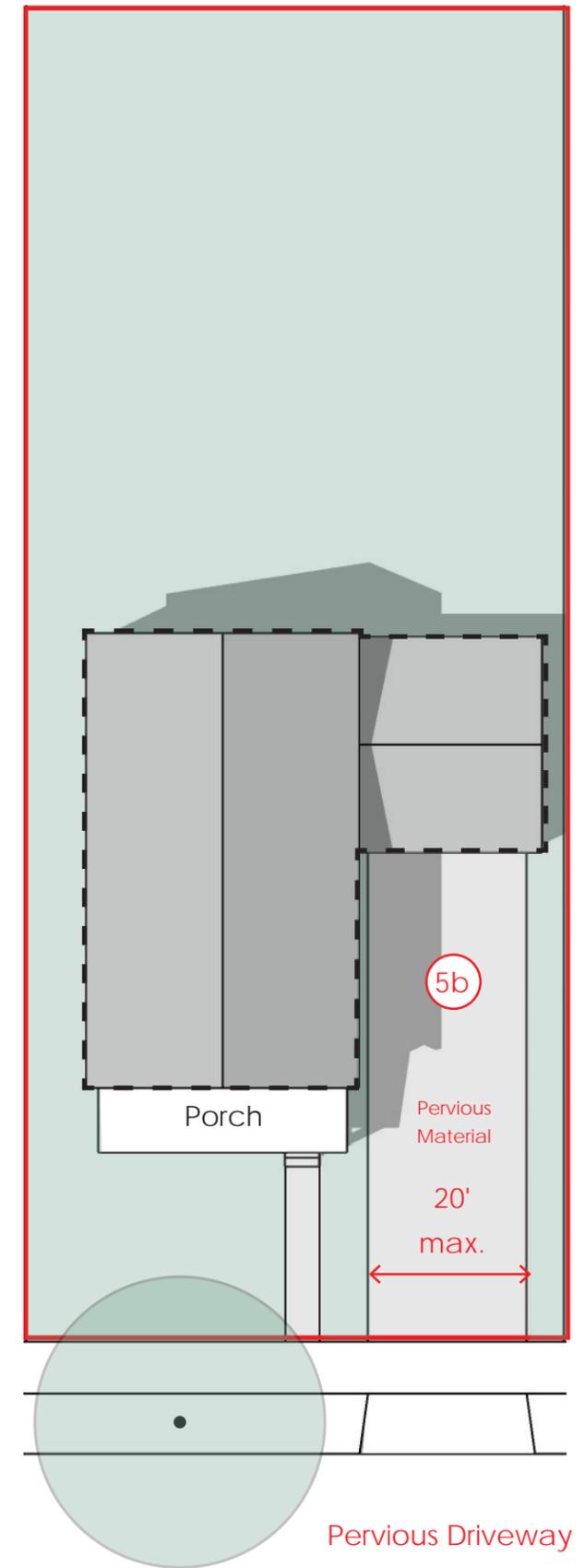
- Property Line
- - - Building Footprint (< 35% of Lot Area; 1,500 s.f. max. if not retaining single-story)
- Areas Counted as Impervious



Typical Lot



Impervious Driveway



Pervious Driveway

PARKING, GARAGES & PAVEMENT (ISSUE 4)

Garages should not be the prominent feature of the front elevation of the home or of the street frontage. Streetscapes that are dominated by garages and driveways give prominence to vehicles rather than reflecting a walkable, inviting neighborhood.

- 1 In the First Layer, the following are permitted:
 - Driveways of 12 feet maximum width.
 - Pervious materials, impervious materials, and paved ruts are permitted.
 - Driveways of 20 feet maximum width if permeable materials are utilized.

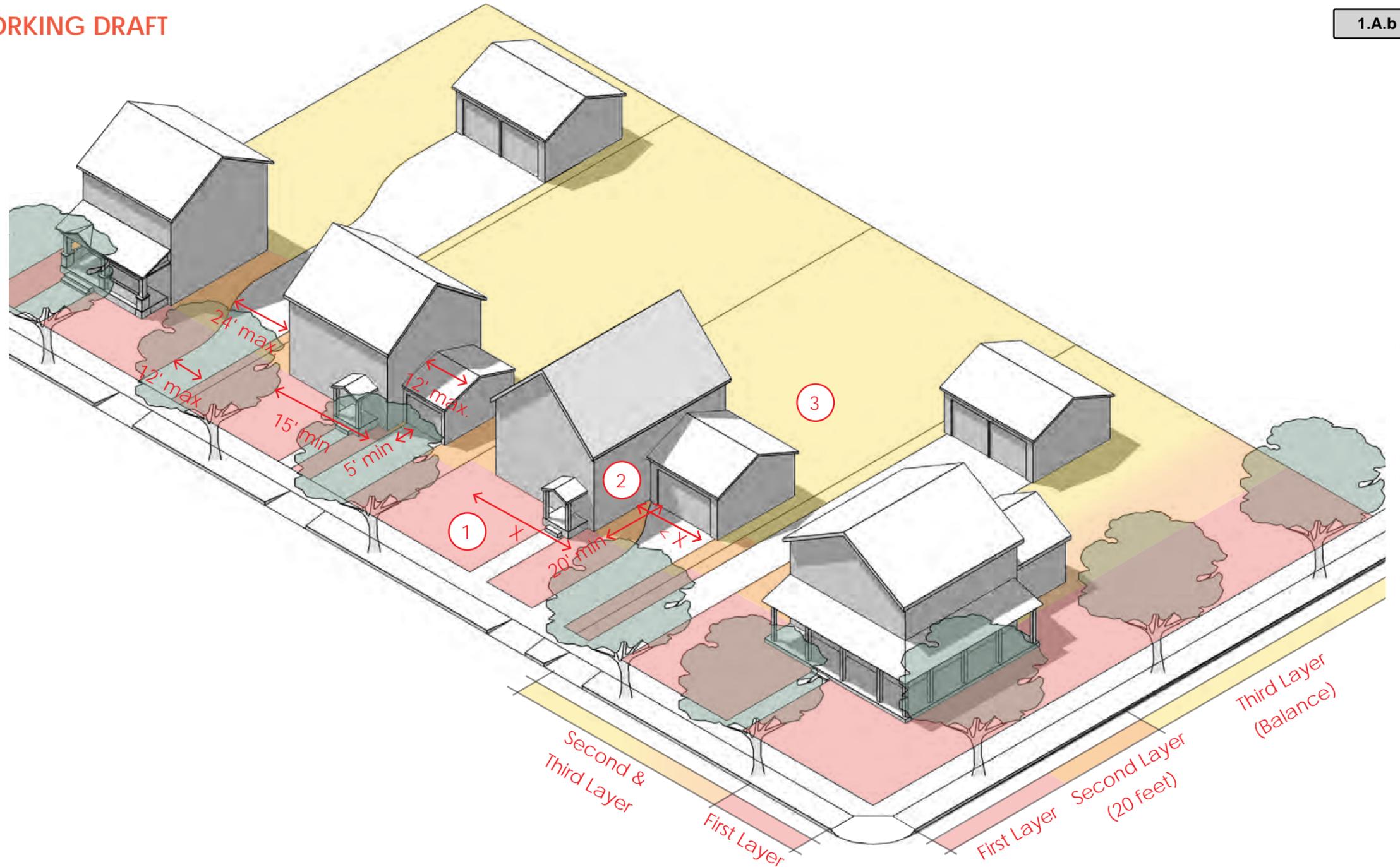
In the First Layer, the following are prohibited:

- Garages
- Carports

- 2 In the Second Layer, the following are permitted:
 - Driveways of 24 feet maximum width if pervious materials are utilized.
 - Driveways of 20 feet maximum width if impervious materials are utilized.
 - Paved ruts.
 - Garages and carports of 12 feet wide or less placed a minimum of 5 feet behind the façade of the primary building, if façade is at least 15 feet wide.

- 3 In the Third Layer, the following are permitted:
 - Driveways of pervious or impervious materials.
 - Paved ruts
 - Parking
 - Garages
 - Carports

In all layers, permeable materials are preferred.



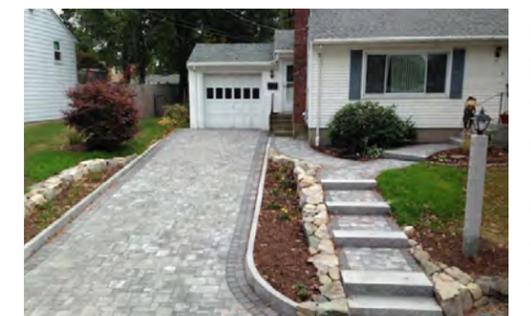
Garage beside house, set back.



Garage in rear yard, paved rut driveway.



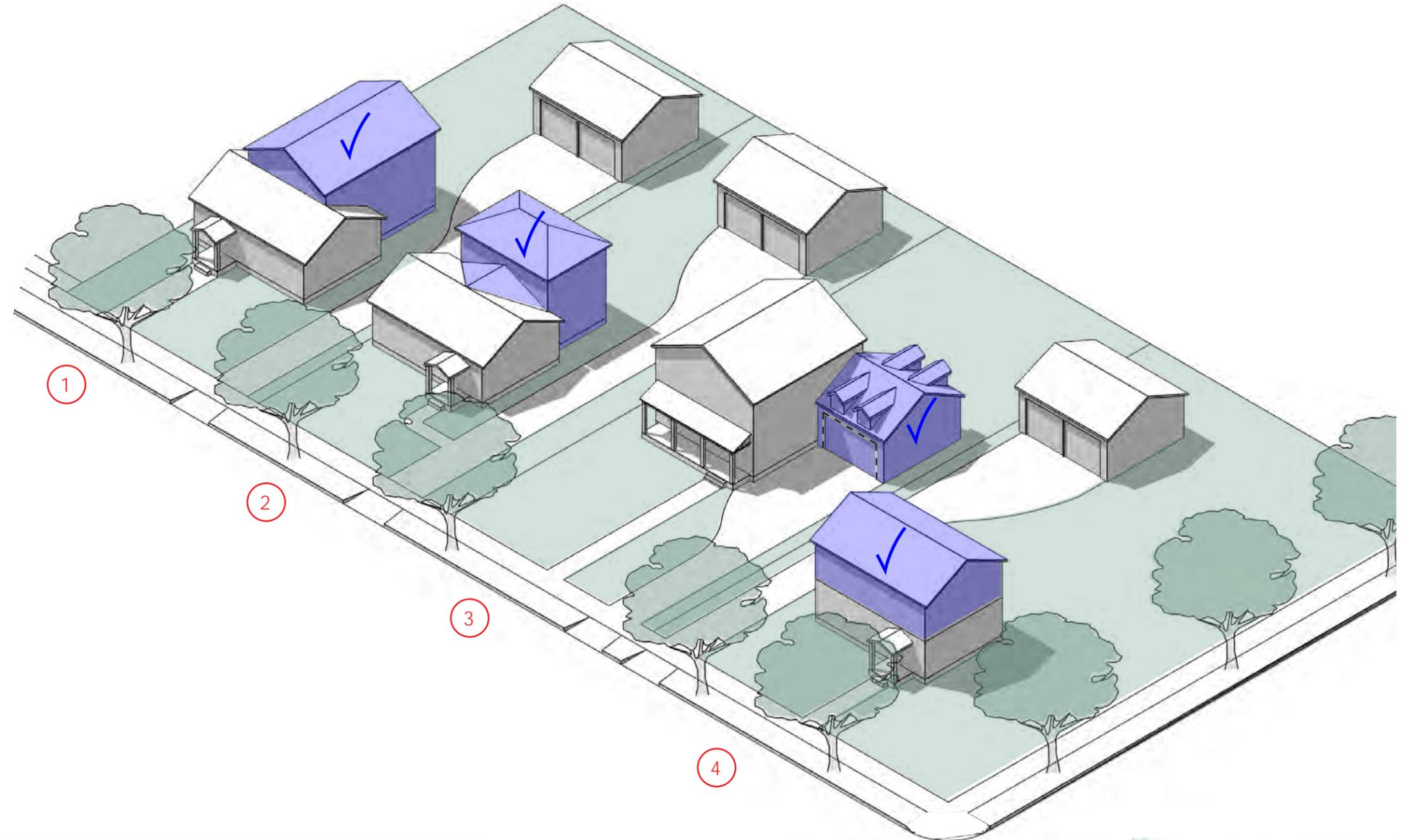
Driveway with mixed materials.



Driveway with permeable materials.

ADDITIONS (ISSUE 5)

Additions should complement the design and proportions of the original structure. They should be concentrated toward the rear or the side of the existing structure whenever possible. The overall height, massing, and proportions should relate well to adjacent structures as well as to the larger neighborhood context. Additions with a proposed second story along a block of predominantly one-story homes, should demonstrate particular sensitivity regarding the overall scale and proportion as well as window placement and privacy of the new portion of the structure.



1 This addition is acceptable because it appears secondary in massing to the original structure when viewed from the street (for example, it is smaller than, narrower than, shorter than, behind etc. or a combination of these things) and would be relatively inconspicuous from the street. However, the two-story height behind a one-story house barely qualifies as "secondary." If the new roof extended in front of the original ridge, it would not be considered secondary and would be undesirable.

2 This addition is acceptable because it is secondary in massing to the original structure (for example, it is smaller than, narrower than, shorter than, behind etc. or a combination of these things) and would be relatively inconspicuous from the street, similar to house 1. Using a roof pitch similar to that of the original structure and a hipped roof help keep the two-story mass from dwarfing the original one-story structure.

3 A roof eave and ridge that is lower than the original structure is acceptable as is a roof that is perpendicular to the original structure.

4 A second-story addition can be acceptable if the floor area of the second floor does not extend past the walls of the original structure, resulting in a single simple mass.



Rear addition, front and side views: secondary in massing from the primary street, change in roof lines to minimize mass, symmetrical window alignment and placement.



Rear addition doesn't dwarf original, roof ridge is only a few ft above, & it's relatively inconspicuous from the street.



Set back addition, matches colors & detail, roof ridge & eave lower than those of the original structure.



2nd story addition. Simple massing, symmetrical windows with detail, porch breaks-up mass.

ADDITIONS (ISSUE 5)

Illustrated Examples

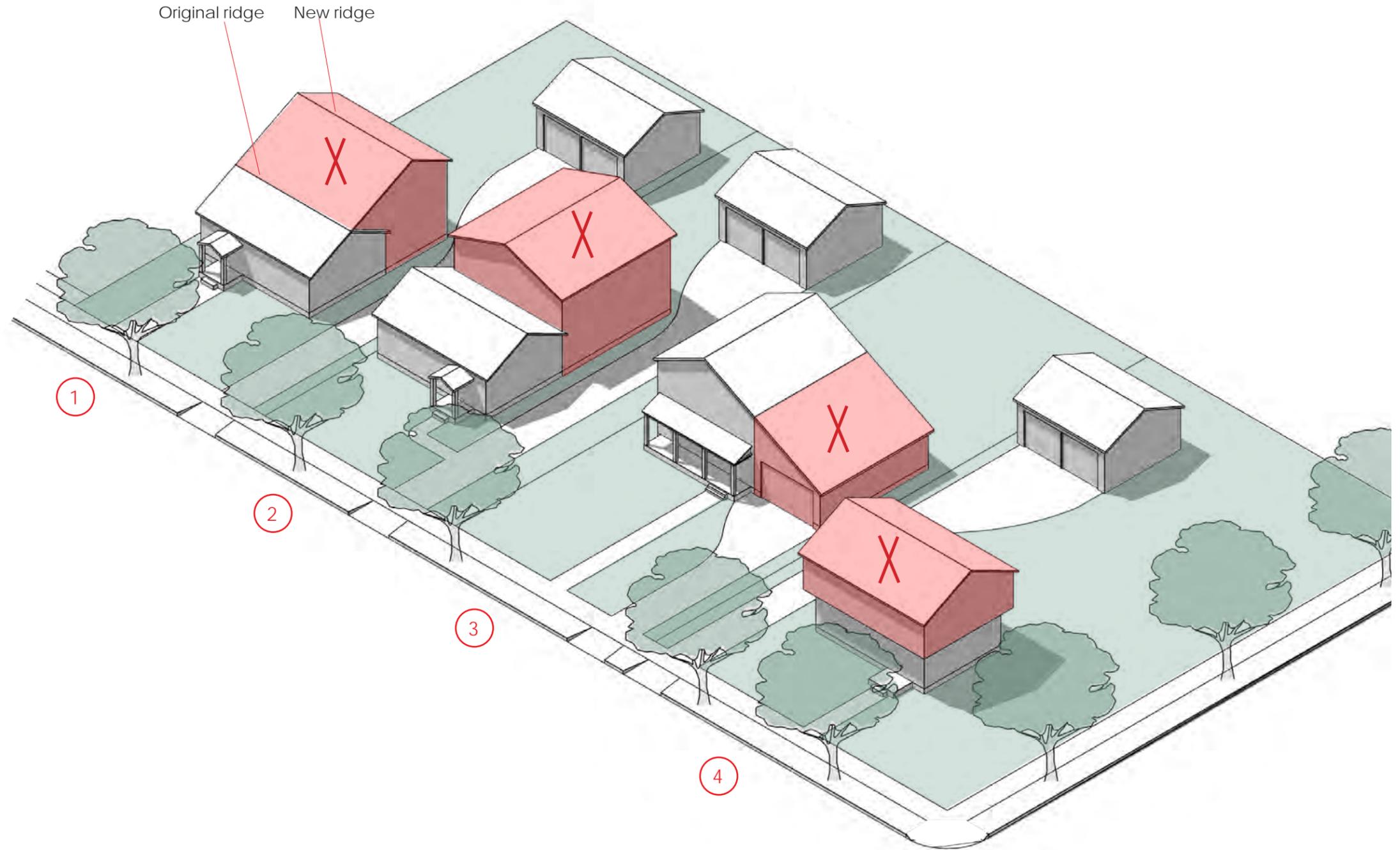
Shown to the right are some examples of additions which are not desirable.

- 1 The ridge of the roof of this addition dwarfs the original structure and looks out of place from the street. The ridge of the roof of an addition should not be higher than the ridge of the roof of the principal building unless the addition adds a full story to the Principal Building.
- 2 Similar to house 1, the two-story addition dwarfs the original one-story structure in front of it. The width of the addition should be less than that of the original structure, especially if the addition is taller.
- 3 This addition is undesirable because of the extension of the roof, which creates an unbalanced massing.
- 4 Adding a second-story that is of a greater floor area or extends past the walls of the original structure is undesirable.

General Guidelines and Standards

To follow are generalized guidelines and standards for all types of additions.

- 5 The eave of an addition must not be higher than the eave of the principal building unless the addition adds a full story to the Principal Building.
- 6 Additions to an existing principal building must be secondary in massing, scale and detail to the principal building.
- 7 Additional stories should appear structurally feasible, i.e. openings should be directly above openings in the existing story below.
- 8 Façades of an additional story must be the same material as the existing story below, or, an acceptable, appropriate transition between materials must be included in the design.
- 9 Window proportions in additional stories must match those of the predominant windows in the original structure.

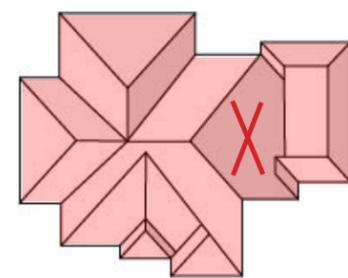
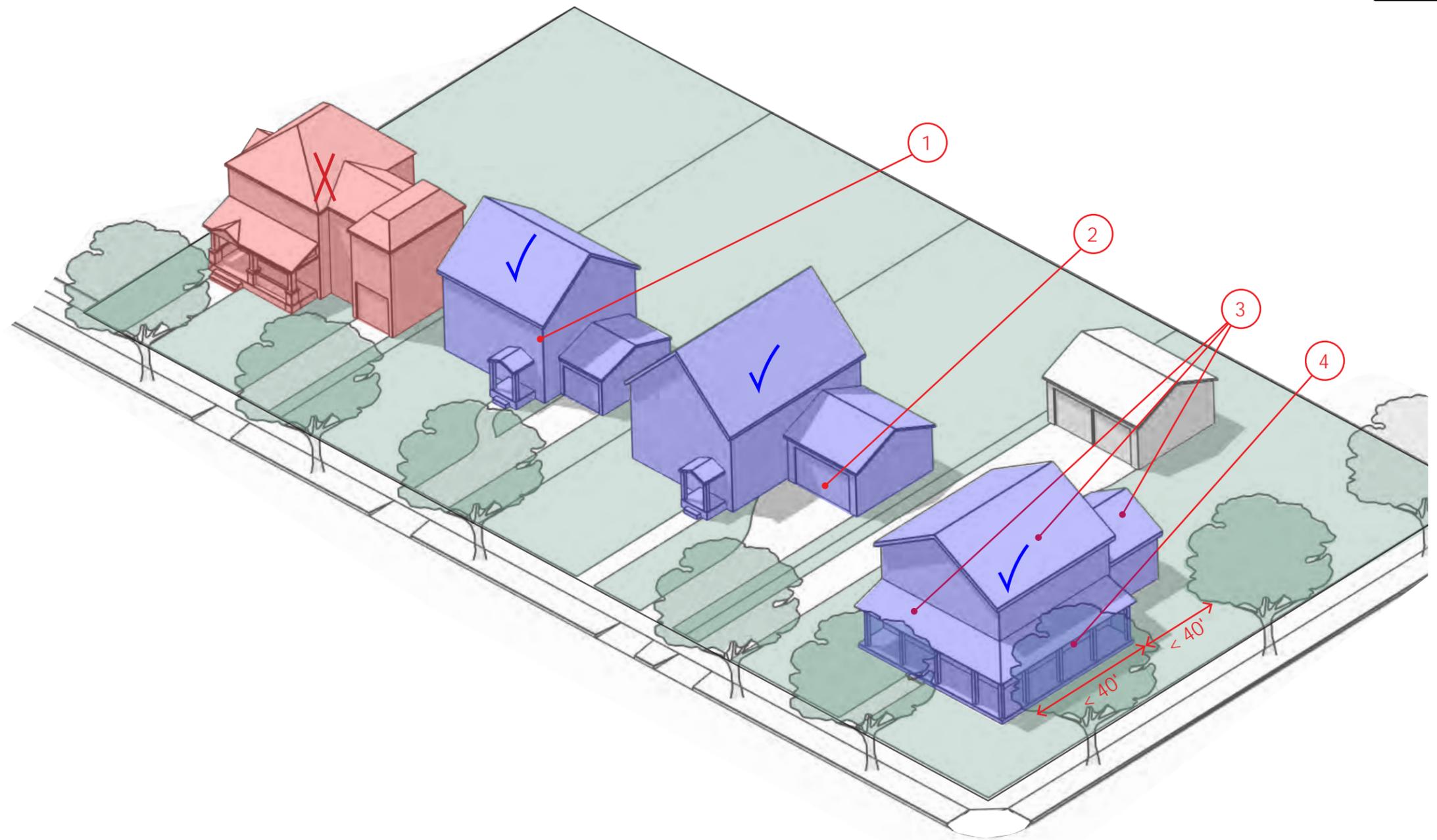


BUILDING MASSING & SCALE (ISSUE 6)

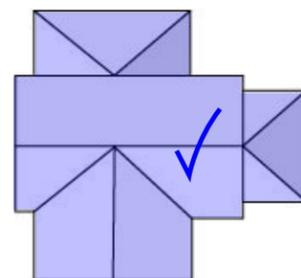
The size of a typical single-family home is larger today than it was in the first half of the 20th century, when many of the homes in East Rockville were built. Finding a balance between flexibility in design, changing preferences in housing size and styles, and respecting established neighborhood character is one of the primary challenges for design guidelines in older neighborhoods.

The massing and scale of new construction can have the greatest impact on neighborhood character. Larger construction should be sensitive to the existing smaller-scaled neighborhood context. Roof lines, massing, windows, and porches, among other treatments, can have a significant impact on the perceived mass of a building.

- 1 Buildings must have simple massing (few Outside Corners), a similar overall height and similar floor-to-floor height.
- 2 Garages must not be in the primary mass of a building. Garages shall be located beside or behind the principal building and if beside, be setback (see also Issue 4).
- 3 Building massing should communicate hierarchy. Larger structures should be distributed into smaller masses to minimize the perceived mass of the building.
- 4 A single plane of a facade must not be greater than 40 ft.
- 5 Using a roof plan as a guide can help keep massing simple. The fewer ridges and valleys and overlapping gables, the simpler the massing.



Complex Roof Plan with many overlapping gables.



Simple Roof Plan



Simple massing (few outside corners)



Garage next to main structure helps break-up mass and transition to adjacent 1-story.



Simple, distributed massing clearly showing the main body of the house.



Overly bulky and undistributed massing with overlapping roof lines.

WORKING DRAFT

BUILDING HEIGHT (ISSUE 7)

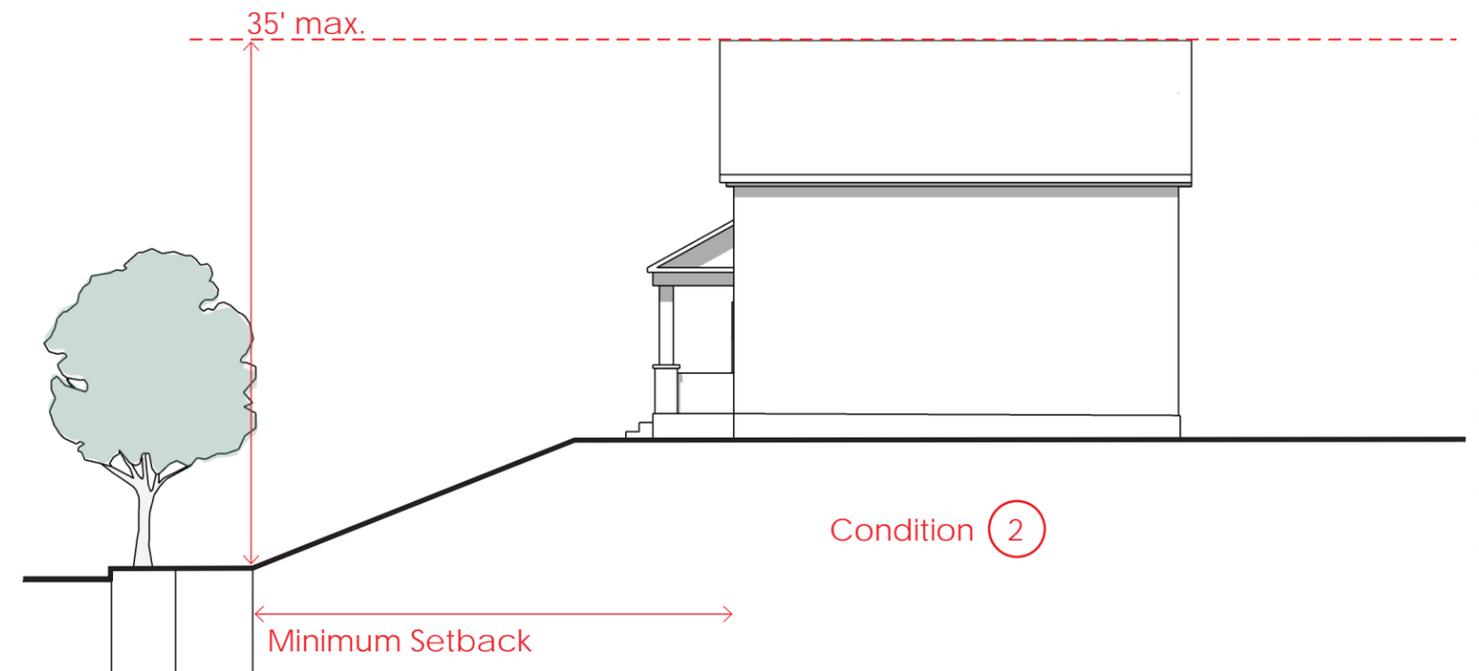
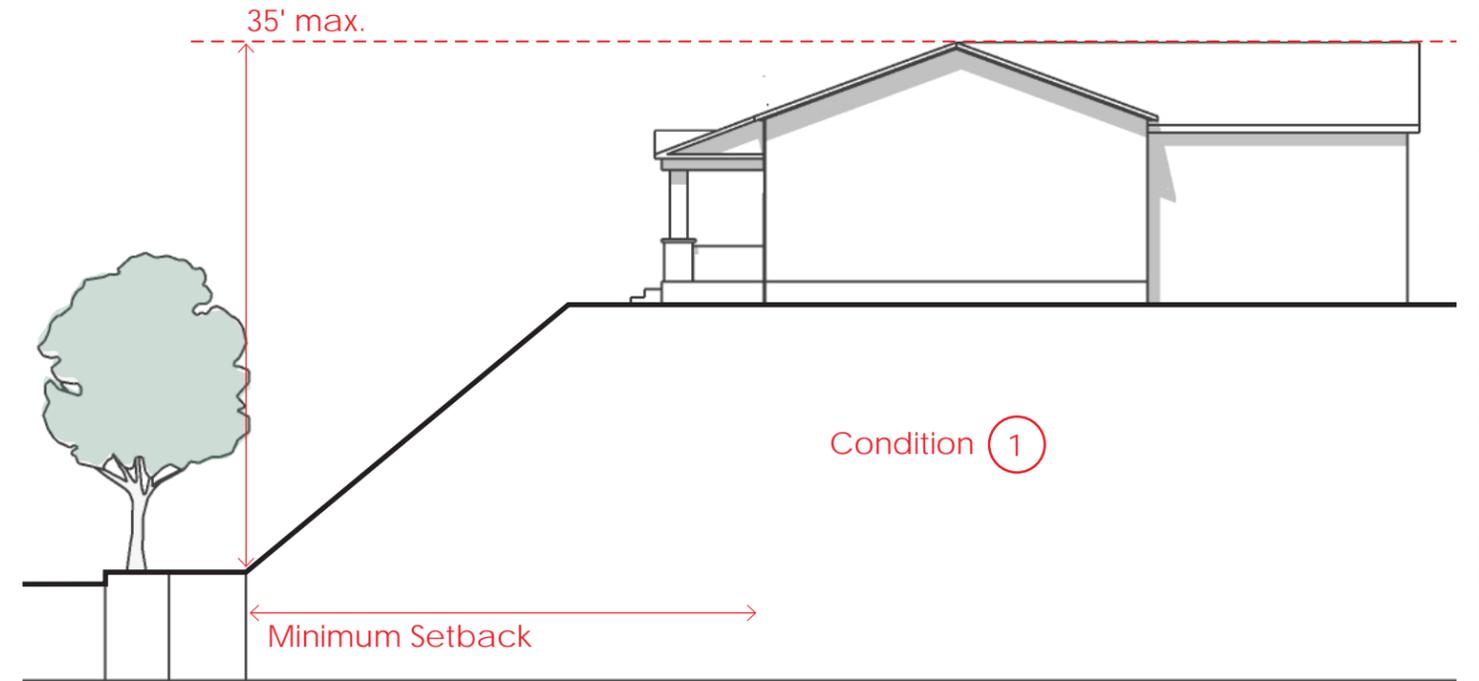
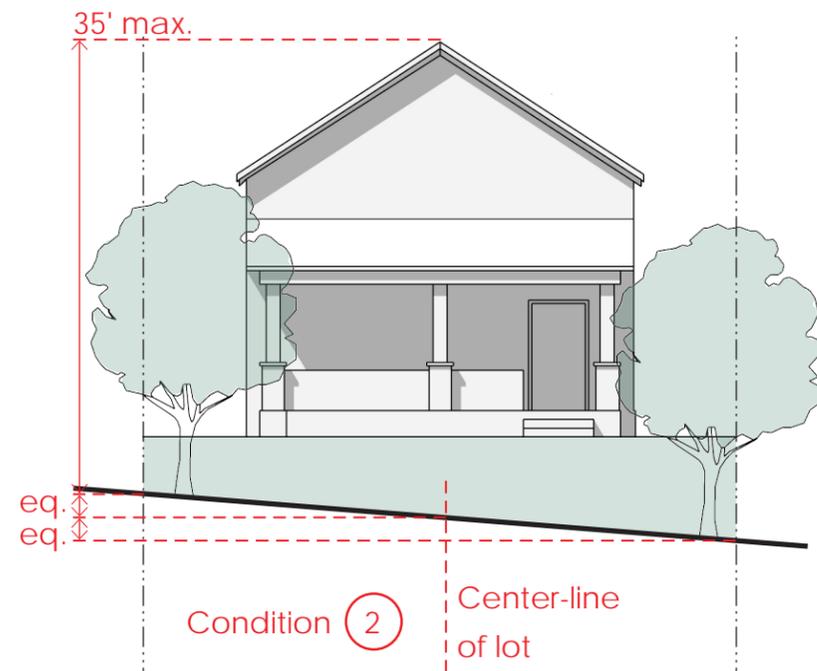
A building's scale is established largely by its height. Relatively consistent building heights establish a certain rhythm to a street. If a building is much taller than its surrounding neighbors it can seem out of place and break the existing rhythm. In older neighborhoods, it is not uncommon for one-story buildings to be replaced with taller, two-story homes.

A building can be larger than adjacent structures and still be in scale and harmonious with the neighborhood. Currently, the city's zoning code measures height to the mid-point of the roof. Measuring to the peak provides greater predictability of final maximum building height.



Examples of inconsistent height and mass between new and existing structures.

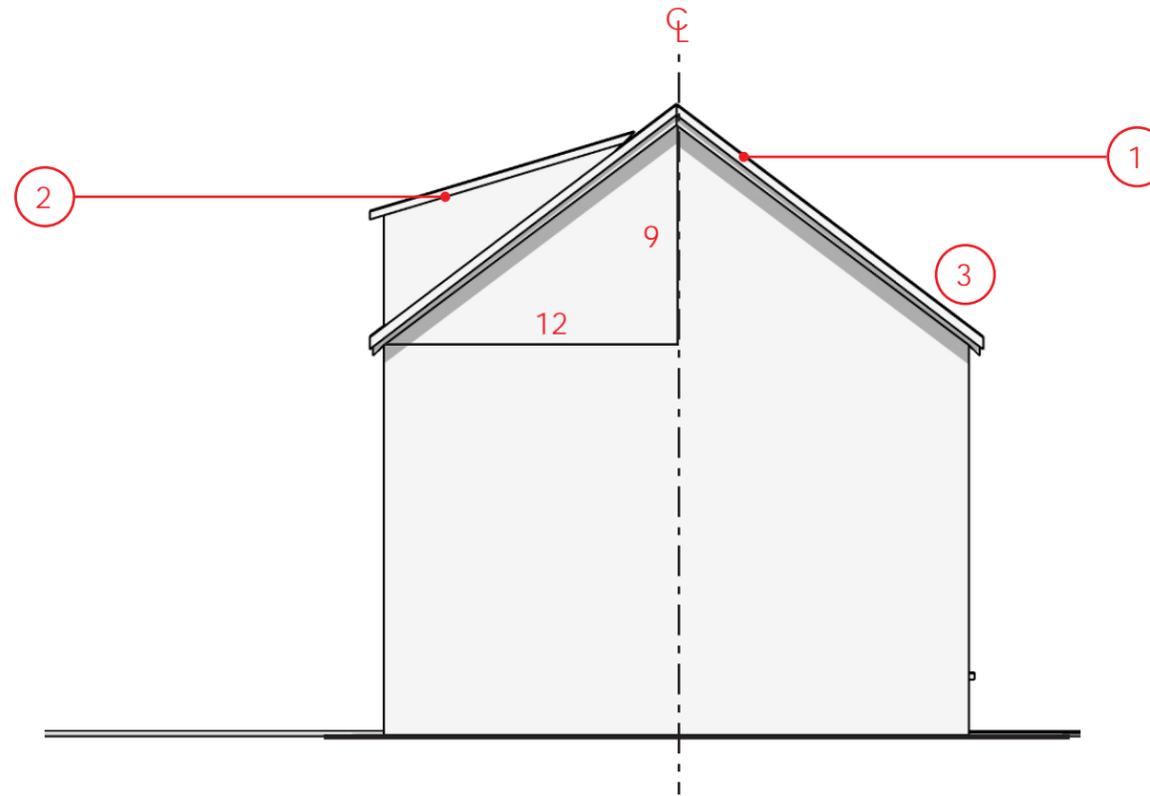
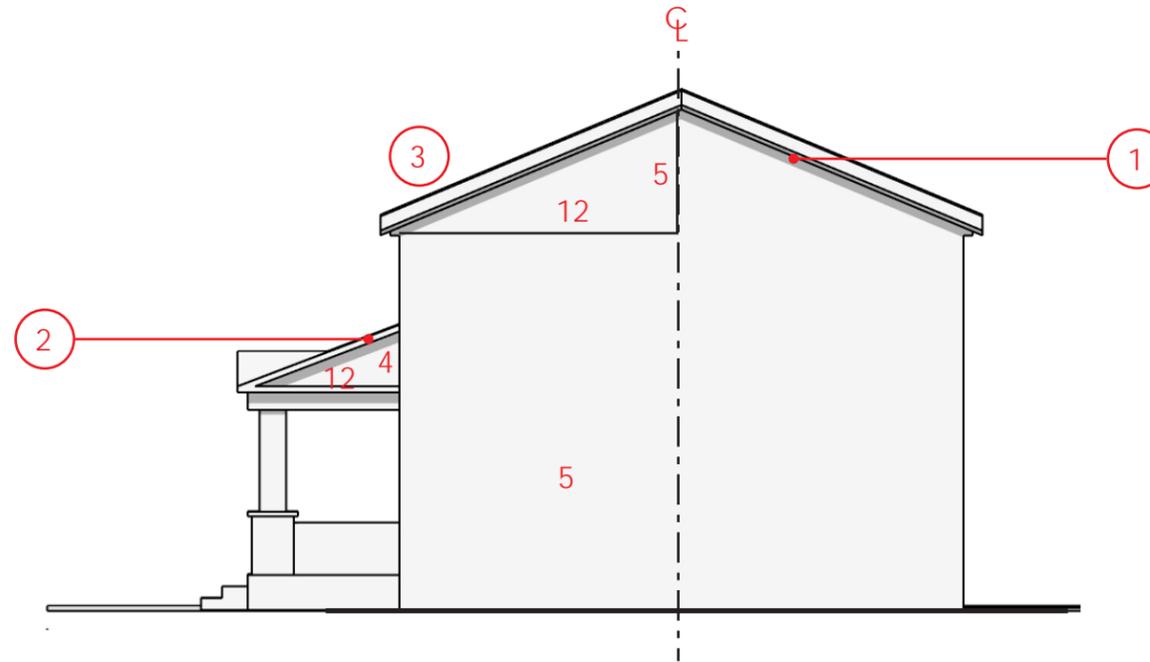
- 1 On lots where there is a slope that restricts the height to fewer than 2 stories, an exception to maximum height may be granted at the discretion of the Chief of Zoning.
- 2 Height will be measured from the average grade at the front property line to the peak of the roof.
- 3 Buildings will be limited to a maximum height of 35 feet and 2.5 stories.



ROOF PITCH (ISSUE 8)

Pitch is the slope or angle of a roof. The form of a roof can contribute significantly to the mass and proportion of a building. Utilizing a lowered pitch or fewer ridges and valleys (as shown with Issue 6) is another way of reducing the bulk of a structure.

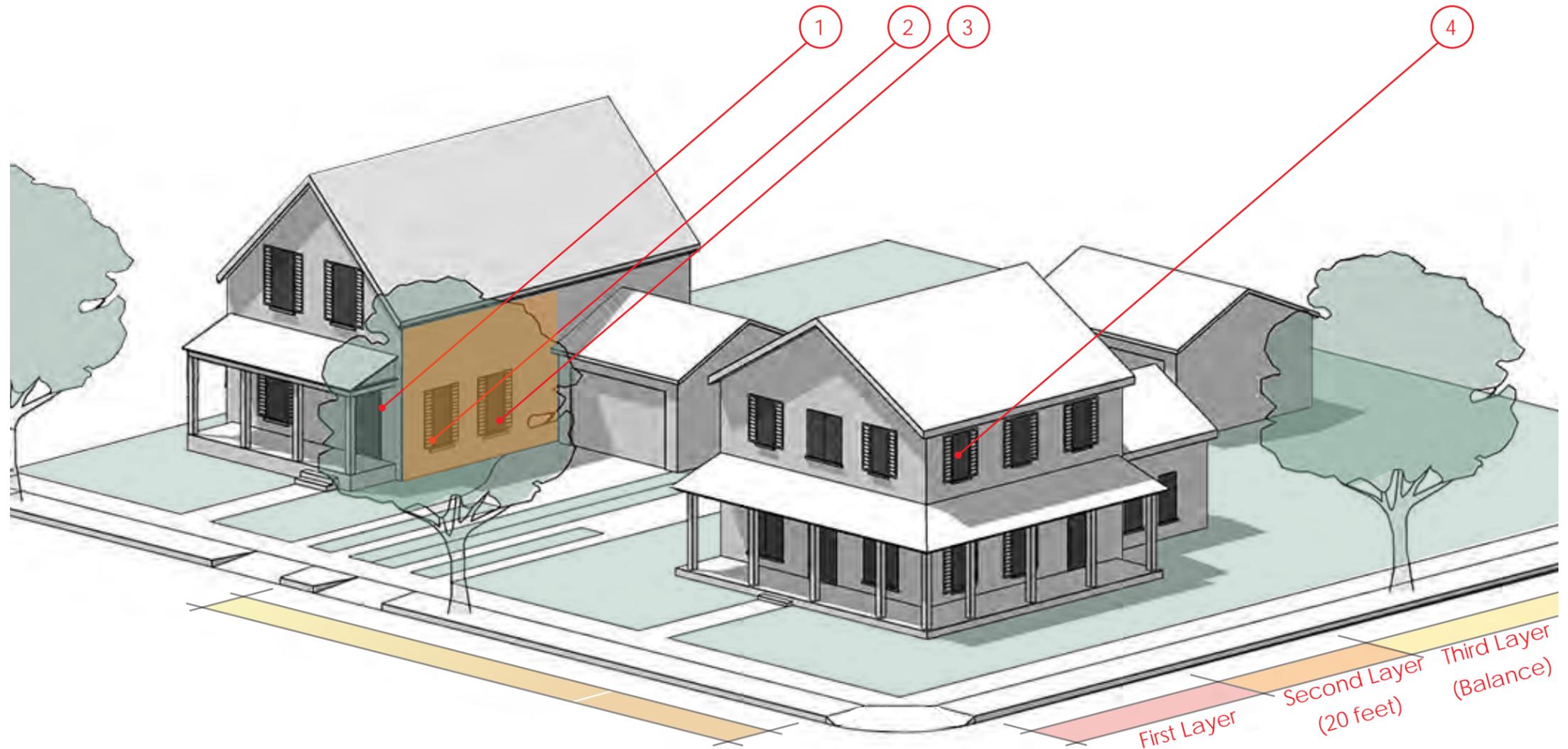
- 1 Pitched roofs must be symmetrically sloped. The slope must be 5:12 to 9:12
- 2 Porch roofs and attached shed roofs must be 2:12 to 4:12.
- 3 Roof pitches must be appropriate to the style of the building.
- 4 The maximum height of buildings with flat or shed roofs will be 30 feet.



BUILDING ARTICULATION (ISSUE 9)

Articulating a building facade means to provide a variation to its surface, such as framed windows, adding a porch, or off-setting a portion of the elevation. Articulation gives texture to exterior walls, and simple treatments can provide architectural interest and break up the bulk of large structures.

- 1 The front of the house and the location of the front door must be clearly visible from the street.
- 2 Side elevations must utilize one or more of the following methods to avoid large, blank walls:
 - Include windows. Windows are required on side walls in the second layer. These windows are required to follow the standards for windows facing frontages.)
 - Horizontal element: In addition to the side windows, houses over 2 stories must utilize a horizontal eave or band on the wall or a change in material (refer to photo).
- 3 Side elevations must include windows consistent with the proportion of the windows on the facade. Several windows on side elevations should be placed within the second lot layer.
- 4 On corner lots, both façades must be similarly designed and detailed and have similar opening proportion, placement, pattern and alignment.
- 5 All building elements must be of a consistent style.



Horizontal band, materials change between stories.



Corner House, articulated both façades.



Consistent window proportion.

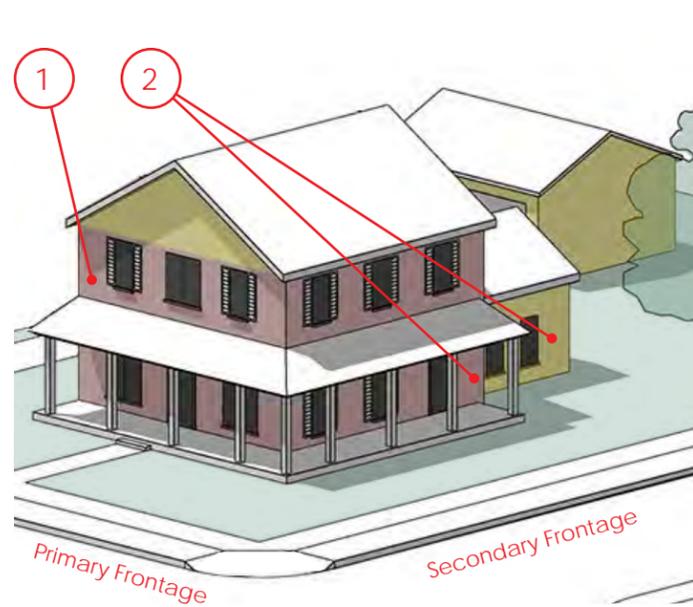


Avoid blank walls on side elevations.

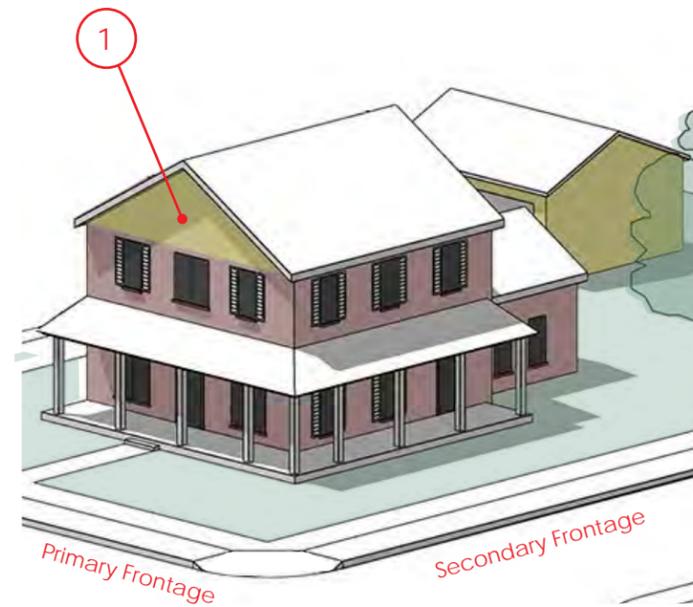
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BUILDING MATERIALS (ISSUE 10)

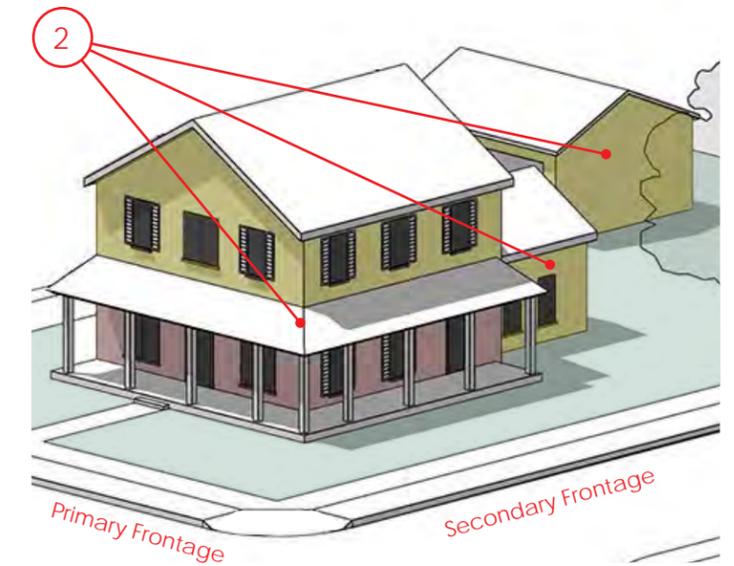
- 1 Gable ends in the Principal Building should be a single material and the material should be of equal or lesser apparent weight than the material of walls below.
- 2 If different materials are to be used on the same house, the materials should differentiate the fundamental parts of the building from one another (e.g. the foundation, building walls and top or the principle building and accessory structures).
- 3 Materials should not change at outside corners (brick front, siding side) as this makes the material appear more like wallpaper than the structure of the building.



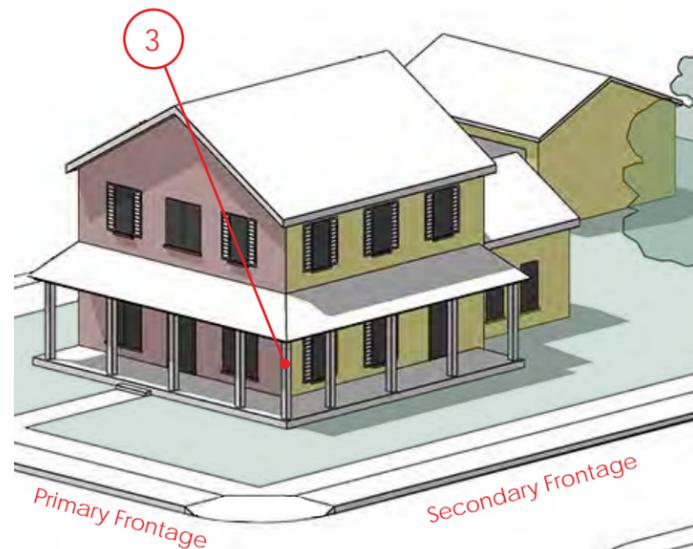
✓ Do: Using one or two materials for the Principal Building and another material for the Backbuilding and Accessory Building is preferred.



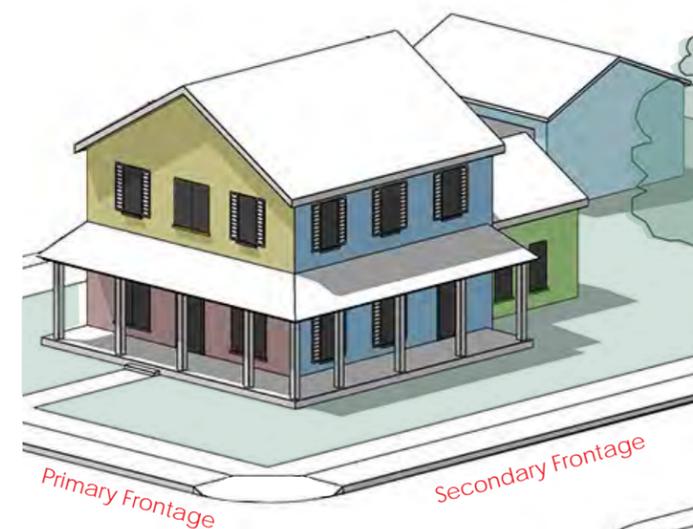
✓ Do: Using one or two materials for the Principal Building and Backbuilding and another material the Accessory Building is preferred.



✓ Do: Transitioning between materials between floors is preferred as long as the material on the bottom is the more durable of the two.



✓ Permitted but not preferred: Material transitions around outside corners should be avoided.



✗ Don't: Using more than two materials per Principal Building and one per each Backbuilding and Accessory building is not preferred.

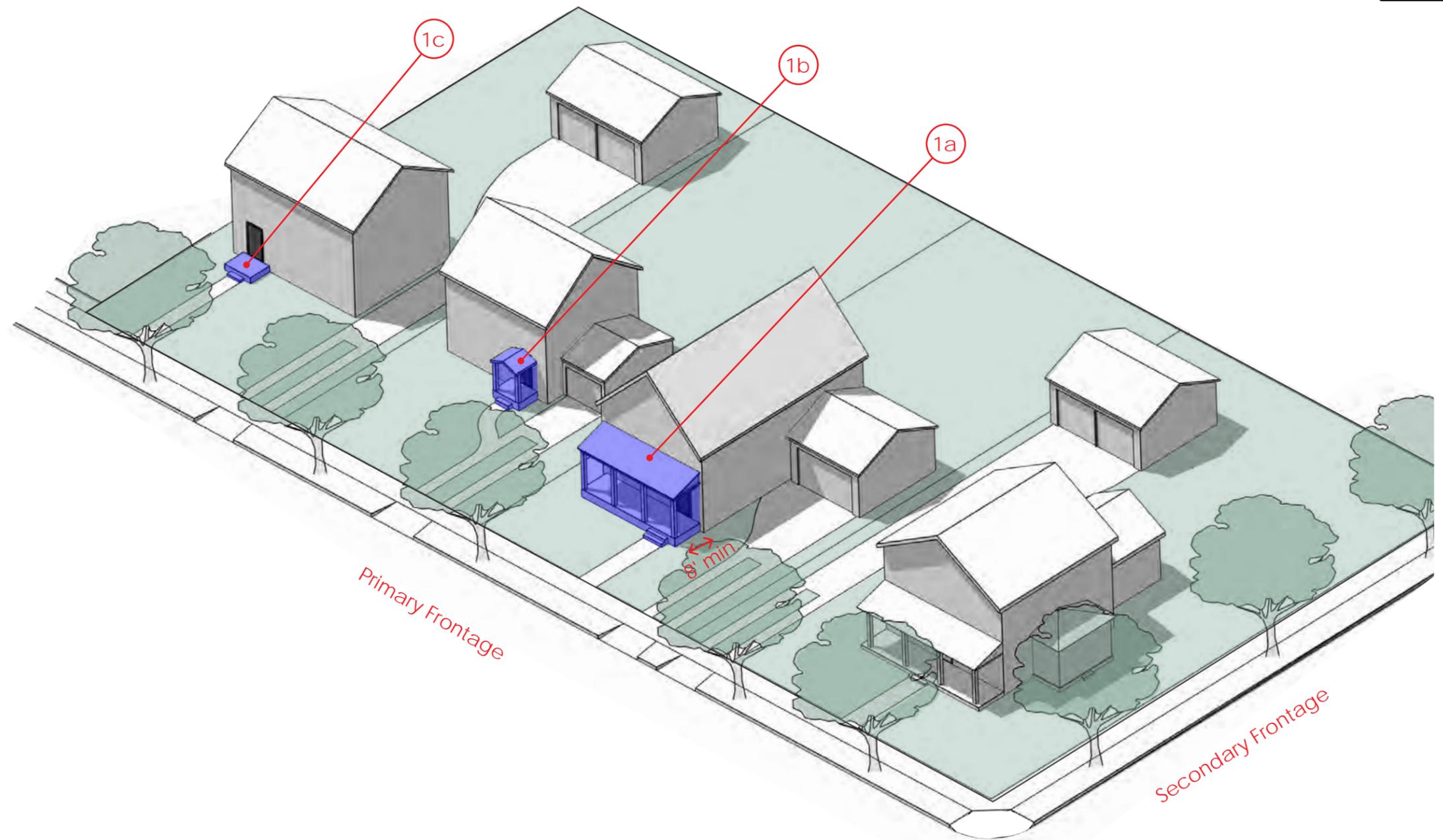


✗ Don't: Single planes should not transition from one material to another along vertical lines.

PORCHES & STOOPS (ISSUE 11)

Porches and stoops add more than just character and interest to a house. They also facilitate community and put more "eyes on the street", as they provide a place for sitting and conversation. Practically, they also provide shelter from the elements, and depending on size, additional living space.

- 1 New principal buildings must include a front porch, stoop or uncovered stoop.
 - 1a Covered, unenclosed porch/stoop.
 - 1b Covered porch/stoop.
 - 1c Uncovered porch/stoop.
- 2 Porches and stoops must be a minimum of 5 feet deep, but 8 feet minimum is preferred.
- 3 Porches of two-story height ceilings are not permitted (see image A below). Two-story porches with two habitable stories are permitted (see image B below). Porch ceilings must be similar to the ceiling height of the story to which they are attached.



One-story porch.



Uncovered stoop.



Covered porch.



A. Two-story porch.



B. Two one-story porches.



Agenda Item #:	<u>1</u>
Meeting Date:	July 22, 2020
Responsible Staff:	Jim Wasilak

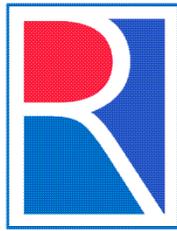
SUBJECT:

Review and Approval of the 2019 Planning Commission Annual Report

RECOMMENDATION

(Include change in law or Policy if appropriate in this section):

The Commission discussed the 2019 Planning Commission Annual Report at the July 8 meeting, and recommended changes to the document. Staff recommends that the Commission review the document and approve its submission to the Maryland Department of Planning.



City of
Rockville
 Get Into It

Planning Commission Staff Report

MEETING DATE: July 22, 2020

REPORT DATE: July 15, 2020

FROM: Jim Wasilak, AICP, Chief of Zoning

SUBJECT: Discussion and Approval of the Planning Commission's 2019 Annual Report

SUMMARY: The State of Maryland Land Use Article requires local jurisdictions to submit an annual report to the Maryland Department of Planning, covering the previous calendar year of activity by the Planning Commission.

DISCUSSION:

The Annual Report of the Planning Commission is the document by which the Commission reviews its performance during the preceding year, with focus on its zoning and development activities during that period and the major planning projects and issues considered by the Commission. The Report is submitted to the Maryland Department of Planning, in compliance with the State's Land Use Article annual reporting requirements for local jurisdictions.

This year's Annual Report also includes a report on the City's Adequate Public Facilities Ordinance (APFO) and Standards (APFS) but does not include a 5-year Mid-Cycle Planning Implementation and Development Process Report, which was submitted as part of the 2017 report. The requirement for a biennial APFO report was introduced in 2011; however, the Commission provides this information each year, covering significant actions and restrictions that occurred with respect to the APFO and APFS during each reporting year.

Summary of 2019 Planning Commission Actions

The 2019 Annual Report describes actions taken by the Planning Commission from development applications to zoning text amendments. Several development applications were

reviewed and approved by the Planning Commission in 2019 and are described and mapped in the full Annual Report. These applications were generally located along the city's commercial and transit corridors as significant residential or mixed-use projects on vacant and urban infill sites.

Long Range Planning initiatives described in the Annual Report include the city's progress with the Rockville 2040 Comprehensive Plan update. The Planning Commission also a Comprehensive Master Plan Amendment that originated in the Stonestreet Corridor Study that will begin the transformation of that corridor to a mixed-use environment.

The Annual Report also details modifications to the city's Adequate Public Facilities Ordinance and Standards in 2019 that affect development capacity and provision of public services in Rockville.

Finally, the anticipated workplan for the Planning Commission in 2020 is described as a conclusion to the Annual Report, highlighting the work staff expects the Planning Commission to accomplish by the end of the calendar year.

Updates to the Draft Report

At the July 8 meeting, the Commission recommended several changes to the draft report. In addition, staff noted that the water and sewer capacity section would be updated by the Department of Public Works, which has been included in this version. Based on analysis undertaken in 2019, there are additional areas that have sewer capacity issues beyond those identified in the 2018 report.

The Commission also desired to include some of the references to updates to the APFS schools test suggested by Melissa McKenna in an email received on July 8, as well as add text to the forward-looking section on calendar year 2020. A series of corrective edits were also discussed. These changes have been incorporated into the draft document.

Staff Recommendation:

Staff recommends that the Planning Commission review the draft report and approve the 2019 Annual Report for submission to the Maryland Department of Planning. It is customary for the chair to present the approved Annual Report to the Mayor and Council at an upcoming meeting.

Attachments

- Attachment 2.1.a: PC annual report cover letter 2019 Revised Draft (PDF)
- Attachment 2.1.b: PC Annual Report 2019 Revised Draft (PDF)

Jim Wasilak

Jim Wasilak, Zoning and Development Manager

7/16/2020

July 10, 2020

Office of the Secretary
Maryland Department of Planning
301 W. Preston Street, Suite 1101
Baltimore, Maryland 21201-2305
Attn: David Dahlstrom, AICP

Re: City of Rockville Planning Commission Annual Report for 2019

Dear Mr. Dahlstrom,

We are pleased to submit to you the 2019 Planning Commission Annual Report for the City of Rockville, prepared pursuant to section §1-207(b) of the Land Use Article of the Annotated Code of Maryland. It was discussed and approved by the Planning Commission on July 8, 2020 and thereafter filed with the local legislative body, the Mayor and Council of Rockville. In addition to the attached annual report, responses to the annual report short form for municipalities are included below:

- 1. Number of new Residential Permits Issued inside the Priority Funding Area (PFA):

Residential – Calendar Year 2019	PFA	Non - PFA	Total
# New Residential Permits Issued	90	0	90

- 2. Is your jurisdiction scheduled to complete and submit to Planning a 5-Year Mid-Cycle comprehensive plan implementation review report this year, as required under §1-207(c)(6) of the Land Use Article? If yes, please submit the 5-Year Report as an attachment. Y N
- 3. Were there any growth related changes, including Land Use Changes, Annexations, Zoning Ordinance Changes, Rezoning, New Schools, Changes in Water or Sewer Service Area, etc., pursuant to §1-207(c)(1) of the Land Use Article? If yes, please list or map. Y N

The attached annual report includes all growth-related actions taken by the Planning Commission in 2019. The following is a notable growth-related change, also included in the report:

- **The Mayor and Council adopted modifications to the City’s Adequate Public Facilities Standards (APFS) to allow for certain development projects known as “Champion Projects” to be granted a waiver from the school capacity standards. Champion projects must be found to meet Zoning Ordinance criteria to qualify and by definition are located in close proximity to the Twinbrook Metro station, and implement Master Plan recommendations for high density development to be constructed over an extended period. The Mayor and Council applied this waiver to the Twinbrook Quarter project, which was approved in April 2019 and**

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allows for up to 1,865 multifamily units, retail, office and hotel use at the Twinbrook Metro station.

- The Commission expects to monitor and participate in the update of the County’s Growth policy in 2020, which will have implications for schools that serve Rockville students.

4. Did your jurisdiction identify any recommendations for improving the planning and development process within the jurisdiction? If yes, please list. Y N

Rockville has continued to implement the recommended changes to the City’s development review process, known as FAST (Faster, Accountable, Smarter, and Transparent). Rockville’s Mayor and Council approved the project charter on October 29, 2018. The Charter includes a series of action items for which a staff team will make recommendations on implementation. These include providing a “one stop” customer service center; publishing and enforcing reliable review schedules; and clarifying, streamlining and eliminating various aspects of the development review process. The FAST team has implemented several of the short-term recommendations during 2019, with additional changes, including code changes, to be implemented during 2020 and 2021.

5. Are there any issues that Planning can assist you with in 2020? If yes, please list. Y N

Provide guidance on local government compliance with state regulations, both through online publications and with individual jurisdictions.

6. Have all members of the Planning Commission and Board of Appeals completed an educational training course as required under §1-206(a)(2) of the Land Use Article? Y N

Please feel free to contact me at 240-314-8211 or jwasilak@rockvillemd.gov if you have any questions.

Regards,

R. James Wasilak, AICP
Chief of Zoning/Planning Commission Staff Liaison

Attachments (1): Attachment 1 – Rockville Planning Commission 2019 Annual Report

Attachment 2.1.a: PC annual report cover letter 2019 Revised Draft (3242 : Approval of PC Annual Report for 2019)



City of
Rockville
Get Into It

Planning Commission

Annual Report 2019

Prepared June 2020

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 Monique Ashton (beginning November 2019)
 Beryl Feinberg
 David Myles (beginning November 2019)
 Virginia Onley (until November 2019)
 Mark Pierzchala

2019 PLANNING COMMISSION

Gail Sherman, Chair
 Anne Goodman
 Don Hadley
 Charles Littlefield
 Sarah Miller
 John Tyner, II
 Rev. Jane Wood

CITY MANAGER

Robert DiSpirito

DIRECTOR OF COMMUNITY PLANNING AND DEVELOPMENT SERVICES

Ricky Barker, AICP

ASSISTANT DIRECTOR

David Levy, AICP

MANAGER OF ZONING AND DEVELOPMENT/STAFF LIAISON

Jim Wasilak, AICP

PLANNING STAFF

Sheila Bashiri, Historic Preservation Planner
 Castor Chasten, Principal Planner
 John Foreman, Development Services Manager
 Andrea Gilles, Principal Planner
 Barry Gore, AICP, Principal Planner
 Margaret Hall, Senior Planner
 Cynthia Kebba, Principal Planner
 Larissa Klevan, Principal Planner
 Clark Larson, AICP, Principal Planner
 Deane Mellander, Planning Supervisor
 Bobby Ray, AICP, Planning Supervisor
 Manisha Tewari, AICP, Principal Planner
 Punam Thukral, Planning Technician
 Nicole Walters, Senior Planner
 Brian Wilson, AICP, Principal Planner

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CITY OF ROCKVILLE PLANNING COMMISSION

ANNUAL REPORT 2019

INTRODUCTION

The Annual Report of the Planning Commission is the document by which the Commission reviews its performance during the preceding year, with focus on its zoning and development activities during that period and the major planning projects and issues considered by the Commission. The Report is submitted to the Maryland Department of Planning in compliance with the State's Land Use Article annual reporting requirements for local jurisdictions.

This year's Annual Report also includes a report on the City's Adequate Public Facilities Ordinance (APFO) and Standards (APFS) but not a 5-year Mid-Cycle Planning Implementation and Development Process Report, which was submitted with the 2017 Annual Report. The requirement for a biennial APFO report was introduced in 2011, yet the Commission provides this information each year, covering significant actions and restrictions that occurred with respect to the APFO and APFS during each reporting year.

The Smart Growth Goals, Measures and Indicators and Implementation of Planning Visions legislation (Senate Bill 276 and House Bill 295 [SB276/HB295]) requires jurisdictions that issue 50 or more building permits per year to report specified smart growth measures and indicators. The City of Rockville issued twenty-two (90) residential building permits in 2019, including 16 single family detached permits and 74 single family attached permits, and is therefore required to report on these measures.

SB276/HB295 also requires jurisdictions to establish a land use goal aimed at increasing the percentage of growth within their Priority Funding Area (PFA) and decreasing the percentage of growth outside their PFA. However, like all municipalities in the State, all land within the city limits is within the PFA and the City is therefore not required to establish a local land use goal.

Each of the City's land use initiatives in 2019 worked towards implementing the State Visions for sustainable communities that protects the natural environment, directs growth, maintains and improves infrastructure and involves citizens in all stages of the process.

PLANNING IN ROCKVILLE

The City of Rockville had a population of 61,209 in 2010 (US Census Bureau, Decennial Census), and an estimated 68,079 residents in 2019 (US Census Bureau, 2019 Population Estimates), making Rockville the third largest incorporated municipality in Maryland, behind the cities of Baltimore and Frederick. Rockville is about seven miles north of Washington, D.C. and is served by a transportation system that includes one interstate highway (I-270), two Metrorail stations within the City boundaries (Twinbrook and Rockville) and one just outside (Shady Grove), four state highways (Routes 355, 28, 586 and 189), a MARC and AMTRAK rail station (Rockville), in addition to local (RideOn) and regional (WMATA) bus service.

Rockville serves as the county seat for Montgomery County. The County Council and County Executive Offices are across the street from Rockville City Hall, as are the Circuit Court for Montgomery County and the District Court of Maryland.

The City of Rockville functions as an independent municipality, supplying many services for its citizens. The City controls its own planning and zoning authority, water and sewer services (serving much of the City, with WSSC serving some areas), police and public works departments, and recreation programs and facilities. The Montgomery County government provides services to Rockville residents for public schools, fire protection, local circuit court, additional police protection, transportation, health and other services.

Municipal Authority

The authority to plan for the City's development and to enact and enforce laws relating to land planning and zoning is derived from the Land Use Article of the Annotated Code of Maryland.

Land use planning in Rockville is the responsibility of four official bodies: The Mayor and Council, Planning Commission, Board of Appeals, and Historic District Commission. The Mayor and Council adopts the Master Plan (Plan), enacts legislation to ensure compliance with the Plan, adopts amendments to the Zoning Ordinance and the Zoning Map, and funds capital improvements necessary to implement the Plan. The Board of Appeals considers applications for Special Exception uses, Variances from the Zoning Ordinance requirements and Appeals from administrative decisions related to planning and zoning.

The City's Zoning Ordinance, along with the State Land Use Article, states the powers and duties of the Historic District Commission (HDC). They include identifying and recommending properties deemed eligible for historic designation, reviewing and acting on applications for Certificates of Approval for work within designated historic districts, and providing courtesy review to the Planning Commission and Mayor and Council for projects within or adjacent to historic districts.

In 2019, the Mayor and Council adopted a Zoning Text Amendment to the City's sign regulations in order to provide more flexibility and stimulate creativity in sign design. In addition, the text amendment eliminated the Sign Review Board, which was comprised of three members and one alternate for the purpose of reviewing applications for modifications from sign regulations where applicable. Per the revised regulations, such deviations may be reviewed by staff.

Planning Commission

The Planning Commission is the only one of the four official bodies with direct land use authority that is involved in all phases of the planning process. It has specific duties, such as the Approving Authority for subdivisions and site plans, as well as advisory responsibilities to the Mayor and Council and Board of Appeals.

The Planning Commission is made up of seven members with staggered five-year terms. Members are nominated by the Mayor and approved by the full body of the Mayor and Council. The Commission elects a Chairperson from its membership each year. The Planning Commission typically meets twice a month, on the second and fourth Wednesdays starting at 7:00 p.m., in the Mayor and Council Chambers of Rockville City Hall. All meetings are televised and streamed live online and available online via "on-

demand” the following day through the City’s website. All agendas and supporting documentation are posted on the website one week before each meeting.

Certain powers and duties of the Planning Commission are mandated by the State Land Use Article. The Commission is required to prepare a plan for the physical development of the City (Plan, also called Master Plan or Comprehensive Master Plan), which is recommended to the Mayor and Council for approval, including with modifications¹. The Commission also makes recommendations concerning public structures, improvements and land acquisition necessary for the execution of the Plan; recommends district boundaries for comprehensive zone classification of land; approves all subdivision of land; and consults with and advises public officials, agencies, civic, educational, professional and other organizations and citizens with respect to the protection or execution of the Plan.

Certain duties of the Planning Commission stem from its function as the originator of the Plan. The Commission reviews site plans for all proposed development, except for single-family or semi-detached residential development, for compliance with applicable regulations. For most other projects, the Commission approves a site plan, and subdivision plat if necessary, as prerequisites to the issuance of a Building Permit for construction. Applications filed pursuant to Mandatory Referral by public entities are also reviewed by the Commission.

Applications for Project Plan applications, Map Amendments, Text Amendments, Annexations, and other City policy statements are forwarded to the Mayor and Council with the Commission’s recommendations. Similarly, the Commission reviews all applications for special exception uses for compliance with the Master Plan, and makes appropriate recommendations to the Board of Appeals. The Commission reviews sectional map amendments to designate historic districts and makes recommendations to the Mayor and Council for consistency with the Master Plan. Finally, the Commission must file an Annual Report on its activities with the Mayor and Council and the Maryland Secretary of Planning. This report fulfills that requirement.

PLANNING COMMISSION ACTIVITIES IN 2019

Zoning Ordinance and Map Changes

The City adopted a new Zoning Ordinance on December 15, 2008 with an effective date of March 16, 2009. A new Development Review Procedures Manual was published in July 2009, followed by further updates in 2011, based on recommendations by a city Communications Task Force in 2010, and 2013. The city has since adopted several text and map amendments to clarify issues such as nonconforming uses, signs and the development review process.

In 2019, the Planning Commission did not review any applications for a Zoning Map Amendment (MAP), but several Zoning Text Amendments (TXT) were considered by the Planning Commission. One amendment proposed modifications to the development standards for accessory buildings in residential zones to provide more flexibility in the height and area requirements for these structures. A second text

¹ An amendment to Maryland’s Land Use Article was enacted in 2015 which specifically allows the governing body to make modifications to recommended plans prior to adoption. The governing body may also approve, remand or disapprove the plan.

amendment proposed an extensive recodification of the City's sign regulations to provide more flexibility and address constitutional issues raised in recent Supreme Court rulings. A third text amendment proposed new regulations for the installation of small cell antennas on private property in accordance with the Federal Communications Commission (FCC) order issued in late 2018. A fourth text amendment proposed modifications to the permitted uses in the MXE (Mixed-Use Employment) Zone, and the last text amendment provided clarification to the Adequate Public Facilities chapter regarding sewer and water service. The Commission recommended approval of each of these, with modifications, to the Mayor and Council. To date, the text amendments for small cell antennas and accessory buildings have not been adopted by the Mayor and Council.

Development Review Activities

Changes in development patterns in the City of Rockville, whether originating in the public or private sector, require the approval of one or more types of development applications. A review of all such applications acted on in 2019 provides a snapshot of future changes in use of land within the city for that year. The approved development changes are consistent with all components of the adopted Comprehensive Master Plan, neighborhood plans, Zoning Ordinance regulations, and related City requirements.

Several subdivision plats were approved by the Rockville Planning Commission in 2019. These included plats created buildable lots for projects previously approved or for future development, but did not authorize future development.

Site Plan approvals by the Planning Commission in 2019 were limited, and included a new self-storage building and site improvements in a predominantly retail and service industrial property along East Gude Drive, which represents new investment in this center, as well as an addition to an existing place of worship.

While these projects give some indication of the diversity of Rockville's current development trends, a better indicator was the consideration of Project Plan applications, which are for larger development projects and are approved by the Mayor and Council. A major redevelopment project was under review during 2019, known as Twinbrook Quarter, an 18-acre project proposing up to 1,865 multifamily dwelling units, as well as office and retail at the Twinbrook Metro Station. This project represents a new development pattern and density for the area, in accordance with the 2016 Rockville Pike Master Plan. In addition, the project at 900 Rockville Pike, a small retail project was reviewed to allow for a new development plan to allow reconfiguration to a retail and office project.

A list of all the Planning Commission actions in 2019, including those mentioned above, appears on pages 11-12, with a map on page 13 locating each property that was the subject of an action.

Comprehensive Plan Development and Implementation

The City of Rockville Comprehensive Master Plan (CMP) was last adopted in November 2002. Amendments to the CMP have been made since then as follows:

- East Rockville Neighborhood Plan (2004)

- Lincoln Park Neighborhood Plan and Conservation District Plan (2007)
- Twinbrook Neighborhood Plan (2009)
- Municipal Growth Element (MGE) (2010)
- Water Resources Element (WRE) (2010)
- Amendment to enable the City to join Montgomery Heritage Area, and adoption by reference of the Rockville chapter of the Montgomery County Heritage Area Management Plan (2013)
- Rockville Pike Neighborhood Plan (2016)
- Bicycle Master Plan (2017)

Comprehensive Master Plan (CMP) Update Initiative:

The Comprehensive Master Plan was reviewed in 2008-09 with the results conveyed to the State in October 2009. The review recommended that the Plan be revised using a two-part process with the first part being completion and adoption of the Municipal Growth Element (2010), Water Resources Element (2010), Heritage Area amendment (2013), and the Rockville Pike Plan (2016). Phase two involves a rewrite of the remaining portions of the Plan and is currently ongoing. The staff draft of the Master Plan policy document was developed during 2018 and provided to the Planning Commission in December of that year. Worksessions to approve a Planning Commission draft for public hearing began in January 2019, resulting a public hearing draft. Planning Commission public hearings were held in May and June 2019. A series of worksessions were held on the policy document in the summer and fall 2019 to address issues raised in the public hearings. The next step in the plan development process is for the Commission to develop plan recommendations for the City's planning areas, which has been ongoing through the winter and spring of 2020, with public hearings expected in September 2020.

Stonestreet Corridor Implementation

The recommendations of the Stonestreet Corridor Study for a portion of the study area, comprised of properties owned by Montgomery County Public Schools (MCPS) and Montgomery County were incorporated into a Comprehensive Master Plan amendment in 2018. The Plan Amendment recommended land use changes, including mixed use on a portion, and a mix of residential unit types on property adjacent to the single-family neighborhoods. An additional plan amendment resulting from the corridor study was initiated in 2019 for the properties near the Rockville Metro station. The plan amendment recommends additional residential density on the form of townhouses, duplexes and quadplexes in an area currently zoned for single family homes.

DEVELOPMENT ACTIVITY IN 2019

Several major mixed-use and commercial developments were under construction in 2019, including major mixed use development in Rockville Town Center and development of the residential component at Tower Oaks.

Sixteen new single-family detached homes were completed in 2019, several of which replaced existing homes in established neighborhoods rather than being built as new homes on vacant lots, although several were within the Tower Oaks community. A total of 74 townhouse permits were issued within Tower Oaks and the King Farm.

DEVELOPMENT CAPACITY ANALYSIS

The City of Rockville participates in the Metropolitan Washington Council of Governments (MWCog) growth forecasting process and has used the projections derived through that process in lieu of conducting a separate Development Capacity Analysis. All of the projections are based upon the current municipal boundaries and are therefore all located within a Priority Funding Area. The City participated in the MWCog Round 9.1 process in 2017. Round 9.1 projected the following for the year 2045:

MWCog Round 9.1 Projections (2017) – City of Rockville			
	2020	2045	Percent Change
Population	72,213	96,073	33.04%
Households	28,830	39,389	36.62%
Jobs	78,372	96,403	23.00%

ADEQUATE PUBLIC FACILITIES ORDINANCE (APFO)

As part of the Mayor and Council's initiative for improved mobility and public services, the City has adopted an Adequate Public Facilities Ordinance (APFO) and Adequate Public Facilities Standards (APFS) to establish minimum standards for public facilities and services such as transportation (roads, transit, pedestrian facilities, bicycle facilities), schools, water, and sewer. New developments are required to perform studies to evaluate their impact on public facilities and mitigate unacceptable impacts prior to approval. The ordinance was first adopted November 1, 2005. The City's APFO can be found in Article 20 of the Rockville Zoning Ordinance. In early 2019, the Mayor and Council adopted modifications to the APFS to allow for a waiver of the school capacity standards for certain "Champion" projects. This resulted from a working group formed to look at school capacity concerns.

Comprehensive Transportation Review

The transportation test of the City's APFO is the Comprehensive Transportation Review (CTR). The CTR evaluates the overall transportation system from a multimodal perspective. Transportation goals from the Master Plan form the basis for the methodology, standards and impact thresholds outlined in the CTR requirements. Each development application that generates more than 30 vehicle trips is required to include a Transportation Report that analyzes all components, including vehicle trip generation and distribution, intersection capacity analysis, and on-site transportation analysis and proposed mitigation of impacts on roads, bicycle and pedestrian facilities and transit systems. It is anticipated that the standards of the CTR may be modified as a result of the updated Master Plan for the City.

School Capacity Standards

The Montgomery County Council adopted a new Subdivision Staging Policy (SSP) in 2016, which became effective on January 1, 2017. The new SSP is more aligned with the city's school capacity standard regarding the assessment of school capacity by applying the test to individual schools rather than an overall high school cluster. As part of this individual school test, the point at which a school goes into

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moratorium is a combination of exceeding the program capacity by 120% and exceeding a specified seat count. The seat deficit is 110 seats at the elementary level and 180 seats at the middle school level.

Student generation rates were also updated by the County in 2019. The 2019 generation rates are more accurate since the location and housing type of virtually every MCPS student could be identified.

One elementary school that serves students living in the City, Farmland ES, continues to be shown in moratorium. This school serves the southern portion of the City east of I-270, included a portion of the Rockville Pike corridor. Capacity at the high school level in that cluster (Walter Johnson) is over capacity, with the projected capacity over 120 %; however, the project to reopen the former Charles W. Woodward HS relieves that capacity.

School projections issued by Montgomery County Public Schools in late 2019 have shown potential capacity issues in the Richard Montgomery cluster at the high school level, and in the Walter Johnson HS cluster at both the high school and elementary school level, for the upcoming school year.

Montgomery County will undertake a review and update of the Growth Policy, including school capacity standards, in 2020. This effort will impact schools that serve Rockville students, and the Commission expects to monitor and comment on this effort.

Water and Sewer Standards

Water and sewer service is delivered to Rockville by two providers: the City of Rockville and the Washington Suburban Sanitary Commission (WSSC). This portion of the report provides information for properties that receive water and sewer service from the City of Rockville.

Rockville withdraws water from the Potomac River, treats the water and delivers it to the Rockville city limits for customer consumption. There are three sewersheds in Rockville: Watts Branch, Cabin John and Rock Creek. Rockville collects wastewater from customers using Rockville’s sewer pipes and discharges the wastewater into WSSC sewer pipes, which in turn discharge into District of Columbia Water and Sewer Authority (DC Water) sewer pipes for treatment at DC Water’s Blue Plains Advanced Wastewater Treatment Facility (Blue Plains).

Calendar Year 2019 Restrictions

The following restrictions were identified for projects approved during calendar year 2019:

- Capacity to treat and supply water from the Rockville Water Treatment Plant: None
- Capacity of the water transmission system to provide adequate fire flow: None
- Capacity to treat wastewater at Blue Plains: None
- Capacity of the sanitary sewer collection system to transmit wastewater flow: Congressional, Halpine and Twinbrook Metro.

Cumulative Restrictions

The following is a cumulative list of restrictions, which have not yet been mitigated, identified since Rockville adopted an APFO and began tracking water and sewer deficiencies. These restrictions may place limits on development if they are not mitigated through capacity upgrades.

Water System

No water system deficiencies were resolved in 2019 by developers and there are currently no identified water system deficiencies; however, fire flow capacity is evaluated for each proposed development so future development may require the mitigation of a water system deficiency that has not been identified.

Wastewater System

There are seven (7) deficient areas that have flow restrictions. These restrictions are a result of inadequate capacity of the existing sewer pipes to convey peak wastewater flow.

The Water and Wastewater deficiencies are shown in the map exhibit found on the following page. The exhibit also identifies when the deficiencies are expected to be mitigated based on the adopted fiscal year 2021 Capital Improvements Program (CIP).

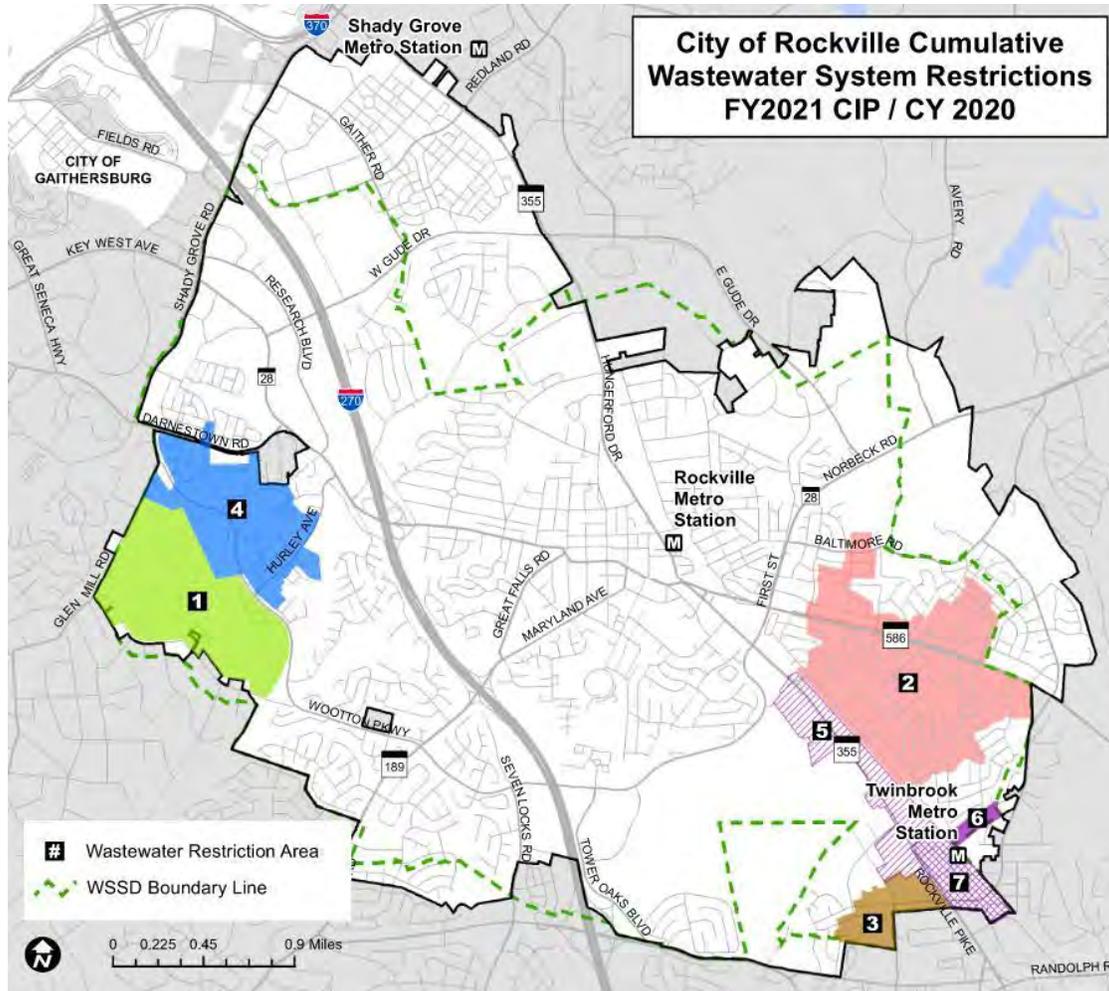
There are two primary means to resolve the sewer capacity restrictions in Rockville: (1) capacity upgrades through Rockville's Capital Improvement Program and (2) capacity upgrades by developers through permits issued by DPW. Capacity upgrades typically are accomplished by increasing the diameter of the sewer pipe, however alternate methods are considered when feasible. Rockville's FY2021 Capital Improvement Program, adopted by the Mayor and Council in May of 2020, includes construction funding to resolve three (3) deficient areas: Lakewood, Atlantic Avenue and Lorraine Drive. The Lakewood deficiency area is scheduled to be resolved in FY2021, the Atlantic Avenue deficiency is scheduled to be resolved in FY2023 and the Lorraine Drive deficiency is scheduled to be resolved in FY2024.

Cumulative development approvals through December 31, 2019 require mitigating the Lakewood sewer deficiency in the Watts Branch sewershed, and mitigating the Congressional, Halpine and Twinbrook Metro deficiency areas in the Rock Creek sewershed. The mitigation of the Lakewood deficiency is planned to be completed through a combination of a City CIP project and developer funding in FY2021. The mitigation of Congressional and Halpine deficiency areas are planned to be completed by the developer with the implementation of Phase 1 of the Twinbrook Quarter development scheduled for completion in FY2023. The mitigation of the Twinbrook Metro deficiency area is subject to the terms of a Development Rights and Responsibilities Agreement (DRRA) and a pending implementation agreement between the City and the Twinbrook Quarter developer. The DRRA specifies that the mitigation of the Twinbrook Metro deficiency area will be implemented at the cost of the developer within ten (10) years of Twinbrook Quarter's Project Plan approval, or at ten (10) years, the developer must either fund the mitigation of the deficiency or forfeit the remaining reserved capacity of the Project Plan.

The Glenora sewer deficiency area is not programmed to be mitigated by a capital improvement project or by a developer in the next five (5) years (FY21-FY25).

Water and Wastewater System Restrictions Map

Note: System restrictions are included for the Rockville Water and Sewer Service area only, which is located within the green dotted line in the map below. The areas outside the green dotted line are within the Washington Suburban Sanitary Commission (WSSC) service area.



Wastewater Restriction Map Number	Area Name	Date of Planned Mitigation	How Mitigated
1	Lakewood	FY2021	Rockville CIP*
2	Atlantic Avenue	FY2023	Rockville CIP
3	Lorraine Drive	FY2024	Rockville CIP
4	Glenora	After FY2025	Rockville CIP
5	Congressional	FY2023	Developer
6	Halpine	FY2023	Developer
7	Twinbrook Metro	FY2030	Developer or Rockville CIP

Water Restriction Map Number	Location	Date of Planned Mitigation	How Mitigated
	None		

* Joint funding between Rockville and Developers

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DEVELOPMENT ACTIONS BY PLANNING COMMISSION

The following tables outline the development review actions taken by the City Planning Commission during 2019. A map of these actions is included below showing the location of each application, where applicable. See also Appendices C and D for a list of planning-related ordinances and resolutions adopted in 2019.

Map Amendments

Application #	Applicant, Request and Location	Action/Date
None		

Plats - Subdivision

Application #	Applicant, Request and Location	Action/Date
PLT2019-00581	Ownership Plat Application by Silverstone Rockville LP for Three Ownership Lots in the Vitro Addition to College Gardens subdivision	Approved by the Planning Commission on 1/23/19
PLT2019-00582	Final Record Plat Application by Poverni Sheikh Group to create a single record lot In England's Second Addition to Rockville subdivision, located at 204 North Stonestreet Avenue.	Approved by the Planning Commission on 6/12/19
PLT2018-00583	Final Record Plat Application by Preserve at Tower Oaks Investment Partners for a resubdivision of three townhouse lots in Block G of the Reserve at Tower Oaks subdivision at 3718-3722 Blue Lobelia Way.	Approved by the Planning Commission on 4/24/19
PLT2020-00584	Final Record Plat Application by Maddox Engineers and Surveyors for a single record lot containing 11,192 square feet in Block 5 of the Roxboro subdivision at 101 Aberdeen Road.	Approved by the Planning Commission on 9/11/19

Project Plans

Application #	Applicant, Request and Location	Action/Date
PJT2018-00010	Project Plan Amendment by Joel Danshes to allow for a 6,064 square foot retail and office center in lieu of the approved but unbuilt billiards store at 900 Rockville Pike	Recommended by the Planning Commission on 2/27/19 for approval
PJT2018-00011	Project Plan application by Saul Holdings LP to redevelop properties at 1500-1616 Rockville Pike as Twinbrook	Recommended by the Planning Commission

	Quarter, allowing up to 1,865 multifamily units, retail, office and hotel use	on 2/27/19 for approval
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Site Plans

Application #	Applicant, Request and Location	Action/Date
STP2019-00362	Major Site Plan Amendment by First Baptist Church of Rockville to permit the construction of a 5,062 square foot multi-purpose room at 55 Adclare Road	Approved by the Planning Commission on 2/13/19
STP2019-00368	Site Plan Application by BP Associates LP to construct a new 95,281 self-storage warehouse at 1300 East Gude Drive	Approved by the Planning Commission on 10/23/19

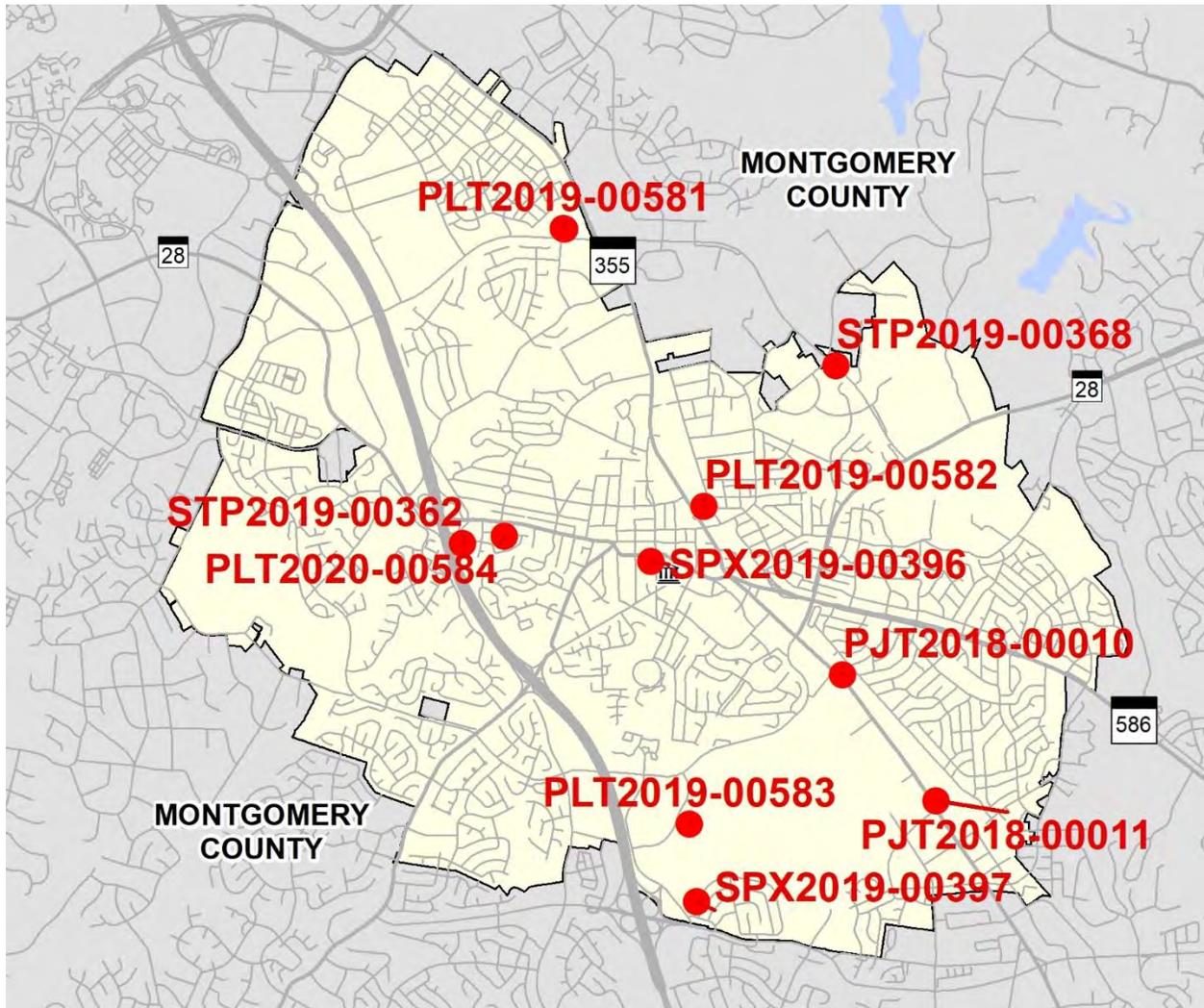
Special Exceptions

Application #	Applicant, Request and Location	Action/Date
SPX2019-00396	Special Exception for a new school building at Christ Episcopal School, 107 South Washington Street	Recommended approval on 10/16/19
SPX2019-00397	Special Exception by Shannon Lipp and Ariel Rosenstein for an accessory apartment at 24 Farm Haven Drive	Recommended approval on 8/7/19

Zoning Text Amendments

Application #	Applicant, Request and Location	Action/Date
TXT2019-00250	Zoning Text Amendment by the Rockville Mayor and Council for comprehensive revisions to Chapter 18 of the Zoning Ordinance, Signs	Recommended for approval by the Planning Commission on 4/24/19
TXT2019-00251	Zoning Text Amendment by the Rockville Mayor and Council to provide regulations for small cell antennas	Recommended by the Planning Commission on 7/24/19
TXT2019-00252	Zoning Text Amendment by the Mayor and Council to modify Chapter 20 of the Zoning Ordinance to provide for a reference to sewer and water standards found in Chapters 21 and 24 of City code.	Recommended by the Planning Commission on 5/8/19
TXT2019-00253	Zoning Text Amendment by the Mayor and Council of Rockville to modify the mix of uses in the Mixed-Use Employment (MXE) Zone	Recommended by the Planning Commission on 5/22/19
TXT2019-00254	Zoning Text Amendment by the Mayor and Council to modify the development standards for accessory buildings in residential zones	Recommended by the Planning Commission on 7/10/19

2019 Planning Commission Actions Map



Note: This map includes actions with a spatial location only, excluding zoning ordinance and general map amendments, for example

Attachment 2.1.b: PC Annual Report 2019 Revised Draft (3242 : Approval of PC Annual Report for 2019)

PLANNING COMMISSION WORK PROGRAM FOR 2020

The Planning Commission's work plan for 2020, in addition to considering development review applications and providing recommendations on zoning text and map amendments and special exceptions, comprises primarily of significant work on the citywide Comprehensive Master Plan update, *Rockville 2040*, which has been divided into two parts for the Planning Commission's review. The Commission will provide feedback to staff on the staff draft of the planning area element of the Plan in early 2020, so that a Planning Commission draft may be released for public hearing. It is expected that the policy and planning area elements will be combined into a single Master Plan document for the Mayor and Council consideration in 2021.

The Commission also expects to monitor and participate in determining the future of the former Redgate Golf Course in 2020, which is expected to be repurposed and continue to be an open space resource for the City. Other issues that the Commission expects to tackle include the impact of the COVID-19 pandemic on planning for the City as well as the Commission's own operations. The City's FAST initiative is also expected to impact the Commission's work as it is implemented over the next several years.

Development review projects will be an important aspect of the Commission's actions, with the first phase site plans for both the Shady Grove Neighborhood Center and Twinbrook Quarter projects that were approved in 2019.

The Commission continues to take public participation in all planning efforts very seriously. This has been reflected in the public participation in recent master planning initiatives, particularly the plan amendments related to the Stonestreet Avenue Corridor Study. This study received a lot of public and property interest via effective communication and a series of workshops intended to address public issues and concerns. Public participation has become even more challenging with the COVID-19 pandemic, yet the Commission has carried forward with its work in as thorough and expeditious manner as possible in the circumstances. The Commission would also like to gain additional knowledge on the Open Meetings Act violations that were issued in 2019 so that these violations will not be repeated.

Staff for the Commission also monitors Montgomery County plans adjacent to Rockville. Planning staff continues to track implementation of the Great Seneca Science Corridor plan, which abuts the north-western boundary, as well as the White Flint I and White Flint II plans, which cover the area immediately south of the City and surrounding the White Flint metro station. In addition, staff monitors other County projects that will impact Rockville, such as the Bus Rapid Transit (BRT) planned for the Rockville Pike (MD 355) and Veirs Mill Road (MD 586) corridors as well as projects at Montgomery College. The Commission expects to review and comment on the proposed amendments to the County's Shady Grove Sector Plan, which abuts the City boundary in the vicinity of the Shady Grove Metro station.

Another important County-led process is the update to the County's Annual Growth Policy, which potentially impacts the school capacity of the public schools that serve the City as well as the capacity of road and transit infrastructure in the County surrounding the City. Although the City's current school capacity test mirrors that of Montgomery County, if the County's test is changed, then it is likely that the

City should at least review those changes for potential impacts on schools in the City and whether the changes should be considered by the Mayor and Council for incorporating into the City's test.

APPENDIX A – EXCERPT FROM THE LAND USE ARTICLE (2017)

LAND USE
DIVISION I. SINGLE-JURISDICTION PLANNING AND ZONING.
TITLE 1. DEFINITIONS; GENERAL PROVISIONS.
SUBTITLE 2. GENERAL PROVISIONS.

Md. LAND USE Code Ann. § 1-207 (2017)

§ 1-207. Annual report -- In general

(a) "Planning commission" defined. -- In this section, "planning commission" includes a planning commission or board established under:

- (1) Title 2 of this article;
- (2) Division II of this article; or
- (3) Title 10 of the Local Government Article.

(b) Required. -- On or before July 1 of each year, a planning commission shall prepare, adopt, and file an annual report for the previous calendar year with the legislative body.

(c) Contents. -- The annual report shall:

(1) index and locate on a map any changes in development patterns that occurred during the period covered by the report, including:

- (i) land use;
- (ii) transportation;
- (iii) community facilities patterns;
- (iv) zoning map amendments; and
- (v) subdivision plats;

(2) state whether the changes under item (1) of this subsection are consistent with:

- (i) each other;
- (ii) the recommendations of the last annual report;
- (iii) the approved plans of the local jurisdiction;
- (iv) the approved plans of all adjoining local jurisdictions; and

- (v) the approved plans of State and local jurisdictions that have responsibility for financing or constructing public improvements necessary to implement the local jurisdiction's plan;
- (3) contain statements and recommendations for improving the planning and development process within the local jurisdiction;
- (4) state which local laws or regulations have been adopted or changed to implement the visions in § 1-201 of this subtitle as required under § 1-417 of this title or § 3-303 of this article;
- (5) contain the measures and indicators required under § 1-208(c) of this subtitle; and
- (6) at least once within the 5-year period after the adoption or review by the local jurisdiction of a comprehensive plan under Part II of Subtitle 4 of this title or under Title 3 of this article, contain a narrative on the implementation status of the comprehensive plan, including:
 - (i) a summary of the development trends contained in the previous annual reports filed during the period covered by the narrative;
 - (ii) the status of comprehensive plan implementation tools such as comprehensive rezoning to carry out the provisions of the comprehensive plan;
 - (iii) identification of any significant changes to existing programs, zoning ordinances, regulations, financing programs, or State requirements necessary to achieve the visions and goals of the comprehensive plan during the remaining planning timeframe;
 - (iv) identification of any State or federal laws, regulations, or requirements that have impeded local implementation of the comprehensive plan and recommendations to remove any impediments;
 - (v) future land use challenges and issues; and
 - (vi) a summary of any potential updates to the comprehensive plan.
- (d) Review. -- The legislative body shall review the annual report and direct that any appropriate and necessary studies and other actions be undertaken to ensure the continuation of a viable planning and development process.
- (e) Public availability. -- The local jurisdiction shall make the annual report available for public inspection.
- (f) Department of Planning. --
 - (1) The local jurisdiction shall mail a copy of the report to the Secretary of Planning.
 - (2) The Department of Planning may comment on the report.

HISTORY: An. Code 1957, art. 66B, § 3.09; 2012, ch. 426, § 2; 2013, chs. 136, 520, 521, 674.

APPENDIX B – 2019 MEMBERS OF THE PLANNING COMMISSION

Anne Goodman

Address: 1109 Clagett Drive
 Term: Appointed 2013, Reappointed 2018; Expires 2023
 Personal: Retired, USDA and FDA
 Education: Ph.D., Biomedical Science, University of Tennessee, Oak Ridge Graduate School
 M.S., Microbiology, University of Georgia

Don Hadley

Address: 215 Harrison Street
 Term: Appointed 2010, expired 2015
 Personal: Attorney, Donald H. Hadley, LLC
 Education: LL.B., George Washington University Law School
 B.A., Political Science, George Washington University

Charles Littlefield

Address: 316 South Horners Lane
 Term: Appointed 2013, reappointed 2018, expires 2023
 Personal: Senior Manager – Finance, Pricing and Analytics, Plan International USA
 Education: M.P.S., Applied Economics, University of Maryland, College Park
 M.A., International Affairs, George Washington University
 B.A., Geological Science, Northwestern University

Gail Sherman

Address: 803 Reserve Champion Drive, #401
 Term: Appointed 2015, expires 2020
 Personal: Retired, CDC, FDA and Parenteral Drug Association
 Education: B.A., University of Maryland, College Park

John Tyner, II

Address: 5911 Halpine Road
 Term: Appointed 2007, reappointed 2011 and 2016, expires 2021
 Personal: President, Taliesan Associates
 Education: Master of Public Administration, University of Southern California
 B.A., History, Ashland University

Rev. Jane Wood

Address: 23 Martins Lane
 Term: Appointed 2017, expires 2021
 Personal: Pastor, Locust United Methodist Church, retired July 2019
 Education: M.A., Wesley Theological Seminary
 B.S., University of Maryland University College

Sarah Miller

Address: 1108 Oak Knoll Terrace
 Term: Appointed 2017, expires 2021
 Personal: Vice President of Strategy, Montgomery County Economic Development Corp.
 Education: M.S., Public Policy and Management, Carnegie Mellon University
 B.S., Community Health, Ohio University

APPENDIX C – LIST OF 2019 ORDINANCES

Mayor and Council Ordinance List
(Includes only items pertinent to the Planning Commission)

ORDINANCE NO.	DESCRIPTION	DATE
Ordinance No. 02-19	Ordinance to adopt Text Amendment TXT2018-00249, to allow for the sale and consumption of alcoholic beverages at a Commercial Multipurpose Indoor Sport Facility	1/7/19
Ordinance No. 15-19	Ordinance to grant Text Amendment TXT2019-00253, to modify the mix of permitted uses in the MXE Zone	7/8/19
Ordinance No. 16-19	Ordinance to grant Text Amendment TXT2019-00252, for minor revisions to the Adequate Public Facilities Ordinance, Chapter 20 of the Zoning Ordinance regarding sewer and water service	7/8/19
Ordinance No. 25-19	Ordinance to grant Text Amendment TXT2019-00250, for comprehensive revisions to Chapter 18 of the Zoning Ordinance, Signs	10/21/19

APPENDIX D – LIST OF 2019 RESOLUTIONS

Mayor and Council Resolution List
(Includes only items pertinent to the Planning Commission)

RESOLUTION NO.	DESCRIPTION	DATE
Resolution No. 6-19	To amend the City Adequate Public Facilities Standards (APFS) to modify the school capacity test as it applies to Champion Projects	2/4/19
Resolution No. 7A-19	To approve Project Plan PJT2018-00011, for the project known as Twinbrook Quarter.	4/29/19
Resolution No. 7B-19	To approve Project Plan PJT2017-00007, for the project known as the Shady Grove Neighborhood Center	4/29/19
Resolution No. 10-19	To modify the APFS to remove the water and sewer service standards from the APFS document and include in City Code	7/8/19