



## PLANNING COMMISSION

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**Wednesday, January 22, 2020**

**7:00 PM**

**Rockville City Hall**

**Mayor and Council Chambers**

**Meeting No. 03-2020**

### AGENDA

Charles Littlefield, Chair

Don Hadley  
Suzan Pitman  
Sarah Miller

Anne Goodman  
John Tyner, II  
Rev. Jane E. Wood

Jim Wasilak, Staff Liaison

Nicholas Dumais, Assistant City Attorney

**1. Work Session**

**A. Review of Initial Staff Draft, Comprehensive Plan, Volume II - Planning Area 4 (West End & Woodley Gardens East-West)**

**2. Commission Items**

**A. Staff Liaison Report**

**B. Old Business**

**C. New Business**

**D. Minutes Approval**

September 25, 2019

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E. FYI/Correspondence

3. 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](http://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](http://www.rockvillemd.gov/VideoOnDemand).

**III. NEW DEVELOPMENT APPLICATIONS**

- For a complete list of all applications on file, visit: [www.rockvillemd.gov/DevelopmentWatch](http://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](http://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:	January 22, 2020
Responsible Staff:	Cynthia Kebba

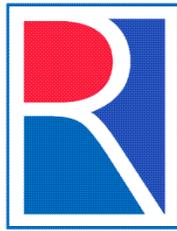
**SUBJECT:**

Review of Initial Staff Draft, Comprehensive Plan, Volume II  
- Planning Area 4 (West End & Woodley Gardens East-West)

**RECOMMENDATION**

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

Staff recommends that the Planning Commission continue its review of the Initial Staff Draft of the Comprehensive Plan, Volume II - Planning Areas, and focus on Planning Area 4 (West End and Woodley Gardens East-West).



City of  
**Rockville**  
Get Into It

## Planning Commission Staff Report

**MEETING DATE:** January 22, 2020

**REPORT DATE:** January 15, 2020

**RESPONSIBLE STAFF:** Cindy Kebba, Comprehensive  
Planning Manager, 240.314.8233  
ckebba@rockvillemd.gov

**SUBJECT:** Planning Area 4 (West End &  
Woodley Gardens East-West) of the  
Initial Staff Draft of the  
Comprehensive Plan, Volume II

### DISCUSSION:

This memorandum presents a portion of the Initial Staff Draft for Volume II, Planning Areas, of the Comprehensive Plan update and is a continuation of the review for Volume II from the Planning Commission meetings on December 11, 2019; January 8, 2020; and January 15, 2020. Volume II is written as a supplement to Volume I, which is the broader citywide policy document comprised of the Plan elements. The entire Volume II draft is available for review as an attachment to the December 11, 2019 Planning Commission meeting agenda (available online as Agenda Item 3.A at

<https://www.rockvillemd.gov/AgendaCenter/ViewFile/Agenda/12112019-5763>.

The purpose of this review is for the Planning Commission to reach a level of confidence that Volume II is ready to be released for oral and written public testimony. The Commission's direction for changes will result in a revised document, the Planning Commission Public Hearing Draft, which will be the version for which the Commission will seek public testimony.

As with Volume I of the Comprehensive Plan draft, Volume II is the result of extensive community input that was gathered over a multi-year period, through the Rockville 2040 process. Many hundreds of residents, business owners, employees and others participated in the process and helped to generate the policies and recommendations in Volume II. Rockville 2040 included 35 listening sessions that were held throughout the city (including at least one in every planning area), citywide meetings that brought more refinement to the plan, and many follow-up meetings with various neighborhoods and other stakeholders. The public engagement process is discussed in more detail in the Introduction to Volume I and described below for each planning area scheduled for discussion at this meeting.

The Planning Commission began its review on December 11, 2018 by reviewing Planning Areas 3 (Hungerford), 5 (Woodley Gardens and College Gardens) and 13 (Potomac Woods, Orchard Ridge and Falls Ridge). Planning Areas 1 (Town Center), 7 (Montgomery College Area), 9 (Rockville Pike) and 11 (Woodmont) were reviewed on January 8; and Planning Areas 10 (Montrose and North Farm), 12 (Tower Oaks), 14 (Rockshire and Fallsmead), 15 (Falls Grove & Research Boulevard), and 16 (King Farm) were scheduled for review on January 15. As this report was written prior to the January 15 meeting, any planning areas that were scheduled for review, but not reviewed, on January 15 will be reviewed at the January 22 meeting in addition to those discussed below.

### **STAFF RECOMMENDATION**

Staff suggests that, at the January 22 meeting, the Planning Commission review Planning Area 4 (West End-Woodley Gardens East-West). This component the overall Initial Staff Draft document is a full update to the 1989 West End-Woodley Gardens East-West Neighborhood Plan and is intended to supersede the 1989 Plan as well as recommendations and policies for Planning Area 4 (PA4) in the 2002 Comprehensive Master Plan.

As a reminder, during review of the Initial Staff Draft of Volume II, the Planning Commission may direct staff to make any changes it deems necessary prior to its public release. Commissioners are encouraged to bring to the meeting on January 22 their copies of the Volume II Initial Staff Draft.

### **Planning Area 4, West End and Woodley Gardens East-West**

#### Planning Process

The planning process for developing the Planning Area 4 (PA4) draft was unique and loosely followed a process that occurred when developing the 1989 PA 4 Neighborhood Plan.

On June 10, 2015, Judge Patrick Woodward, a West End resident who was a major contributor to the 1989 Planning Area 4 Neighborhood Plan, was invited to discuss that earlier process with the Planning Commission. In his presentation to the Planning Commission, Judge Woodward noted that a neighborhood advisory group was formed in 1986 (with members appointed by the Planning Commission) to work toward what eventually became the 1989 plan. To determine what issues of concern were, as well as what residents liked about living in the PA4 neighborhoods, the advisory group conducted a survey in 1986 of Planning Area 4 residents and reported the results to the Planning Commission. Staff was instructed to complete an independent evaluation of the survey results, and after several other meetings, including discussions with city boards and commissions, and a joint public hearing with the Planning Commission and the Mayor and Council, the neighborhood plan was adopted in September 1989.

A similar, though not identical, process was followed to develop the current draft Planning Area 4 plan that is contained in Volume II. In 2015, a committee (referred to as “the committee” throughout this report) was formed among Planning Area 4 residents with the purpose of updating the 1989 neighborhood plan. The committee was co-chaired by Judge Woodward and West End resident Noreen Bryan and included approximately a dozen residents, most of whom are residents of the West End. The Woodley Gardens East-West portion of the neighborhood was also represented by the civic association president, who initially was Ken Sonner, and later, Eric Fulton. A resident of Haiti, Warren Crutchfield, also attended and participated in some of the meetings.

The committee decided to follow a similar path to that done in 1989 by conducting a neighborhood survey and requested funding from the City to do so. The City agreed and awarded two grants for the survey: one to the West End and another to Woodley Gardens East-West. The survey was conducted as a combined effort of the two neighborhoods in 2016 and was sent to more than 1,800 households, receiving responses from more than 500 households. The committee then drafted a neighborhood plan, based largely on the survey results, and presented the draft to the Planning Area 4 community. Based on comments received from community-wide meetings, the draft was revised before submitting it to city staff in December 2017.

At the same time that the committee’s process was occurring, the city was engaged in the Rockville 2040 planning process for the citywide Comprehensive Plan update. In addition to citywide meetings, forums, and open houses, city staff advertised and hosted a listening session specifically for all PA4 residents on September 24, 2015. The 27 participants who attended the session were asked to review the PA4 language in the 2002 CMP and provide comments about recommendations and policies that they wanted to keep, and others that they thought should be changed or removed.

The committee and two members of the Planning and Development Services staff began to meet on a regular basis, (roughly bi-weekly) beginning in Spring 2018 and continuing through November 2019. The collaborative meetings were held to address issues raised in the committee's draft plan, discuss them, and make joint decisions. Public Works staff participated in one of the meetings to discuss transportation issues and also participated in a walking meeting of alleys in the West End. For the vast majority of issues, staff and the committee members were able to reach agreement on the language for the draft. At times, staff and committee members did not fully agree on plan language and "agreed to disagree." Those areas are identified later in this staff report.

A draft plan, jointly developed by the committee and staff, was completed in Fall 2019 and, as requested by the committee, is fully incorporated into the draft Comprehensive Plan, Volume II, starting on page 32.

#### Community Input for the Current Draft Plan

Staff has been informed that, throughout the process, the Planning Area 4 committee maintained on-going communications with the West End Citizen's Association (WECA) via listservs and monthly meetings; and that the president of Woodley Gardens East-West Civic Association kept that portion of the planning area informed as well.

The committee and staff held a joint community meeting on November 19, 2019 to present the draft neighborhood plan and receive feedback from the larger WECA and Woodley Gardens East-West community. Postcard invitations were sent to all addresses in Planning Area 4 and the meeting was advertised on city and neighborhood listservs. Thirty-five people signed in to the meeting, including residents, PA4 committee members, Mayor Newton, and Councilmembers Feinberg and Ashton. The meeting included a presentation by the committee co-chairs and city staff, followed by an opportunity for the participants to make comments and ask questions, which staff answered along with PA4 committee members. Everyone was provided with a written survey form to submit at the meeting or afterward. Six completed survey forms were submitted.

The majority of comments received at the meeting (oral and written) and written comments received after the meeting were focused on the draft plan's policies and recommendations regarding alleys on pages 50-51. At the community meeting, it was clear that some residents have strong feelings about the use of the alleys, particularly 1.) the alley that is parallel to and behind the houses that front West Montgomery Avenue, and 2.) a shorter alley that is perpendicular to that alley and connects West Montgomery Avenue to Beall Avenue (noted as Alleys #1 and #2 in Figure 16 on page 51 of Volume II). Some residents expressed interest in improving the alleys for pedestrians (and possibly bicyclists) while others had concerns about increasing public use, safety, and maintenance of the alleys.

The current draft plan language promotes improving the public alleys for pedestrian and bicycle connections and ensuring vehicular access to garages that front the alleys. The plan policies do not promote improving the alleys for pass-through vehicular traffic. Based on comments

received and internal staff discussions, staff suggests some changes to the language on page 50 and the map on Page 51. These suggested changes are discussed below under the heading “Staff Suggested Changes to the Initial Staff Draft.”

Issues that were raised by Planning Area 4 residents via the survey, the listening session, other Rockville 2040 meetings, and the meetings of committee members and staff are highlighted by the Planning Principles on page 32. Many of these principles reflect the concerns and desires that were raised by residents during the 1989 Neighborhood Plan process. They include maintaining the stability of the residential area; limiting negative impacts of traffic; limiting expansion of commercial and institutional uses; preserving the area’s unique historic character and resources; and maintaining parkland. The policies in the draft plan address these issues.

#### Areas of Difference: Committee and Staff

As mentioned above, although the draft PA4 Plan represents a collaborative effort of the neighborhood committee and staff, there are some items for which the committee and staff “agreed to disagree.” Most of these (except for #1 and 2 as noted below) were ultimately resolved to the satisfaction of both the committee and staff, but they are described below, as background for decisions that were made.

1. *Planning Area 4 boundary.* There are slight boundary changes that occurred between adoption of the 1989 PA4 Neighborhood Plan and adoption of the 2002 CMP. Most of these differences concern the boundary that is shared between Planning Area 4 and Planning Area 1 (Town Center). The 1989 plan includes a Coordinated Planning Area that is part of both Planning Areas 4 and 1 and is considered to be a transition area between the mostly residential PA4 and the more commercial character of PA1. The 2002 Comprehensive Master Plan discusses the Coordinated Planning Area.

The PA4 committee and staff removed the Coordinated Planning Area from the draft because most agreed that it led to confusion. However, all agreed that the area between the two planning areas does function as a transition area and requires particular attention in the new neighborhood plan.

The committee requested that a set of properties that are southeast of Maryland Avenue, west of Monroe Street (including both sides of W. Argyle Street), and up to and including Fleet Street, be included in Planning Area 4 (see Figure 12 on page 33 of the draft plan). Staff agreed with the request for the southern portion, up to and including the southern side of South Washington Street, as the building types and neighborhood identify are aligned with Planning Area 4.

There is one area of disagreement between the committee and staff. Staff’s position is that the properties north of S. Washington Street up to Fleet Street, which includes Victory Court senior apartments at 209 Monroe Street and five properties owned by Montgomery County (150 Maryland Avenue and 101, 103, 105 and 109 Fleet Street, all of which comprise the Rockville Heights Historic District) should be in Planning Area 1

(Town Center), as has been the case since the 2002 CMP was adopted. The committee would like this area to be included in PA4, as was the case in the 1989 neighborhood plan.

Staff's point of view is based on Victory Court's being multi-unit senior housing and the County-owned properties on Maryland Avenue and Fleet Street being used to provide County social services. These are uses found more typically in Town Center than in PA4, which has a character dominated by single-family detached housing. The committee, in contrast, believes that these properties are residential, in the case of Victory Court, or have a residential appearance, in the case of the five houses, and more appropriately belong in Planning Area 4. The Initial Staff Draft reflects the staff recommendation.

2. *New structures on historic properties.* The committee requested a broad policy that would prohibit such new structures as townhouses, multifamily structures, or institutional buildings on historic (designated) properties (Chestnut Lodge, for example). Per the committee, the goal would be to prevent a loss of the original grounds, trees and landscaping, particularly on larger historic properties. This topic was discussed during committee meetings, especially later in the process, but was not clearly defined regarding where or how it could be applied. Furthermore, staff is unclear as to the necessity of the policy, because land use and zoning will ultimately determine the eligible uses and structures on sites. In addition, staff believes that further outreach, especially to potentially affected property owners, would be needed before including such a significant policy statement. As a result, this policy was not included in the draft plan that was distributed to the broader Planning Area 4 community in November and is not in the Initial Staff Draft.
3. *Regulatory language.* The PA4 committee's original December 2017 draft plan included what staff would describe as "regulatory" language, with words such as "shall" and "must" that would be more appropriately found in a zoning ordinance than in a comprehensive or neighborhood plan. The committee continues to prefer the stronger language to ensure that certain policy directions will occur, while staff notes that a plan is intended to provide guidance about the future, and regulatory language should be restricted to zoning and other ordinances. Decisions about comprehensive plan land use policy, for instance, directly guide subsequent decisions about zoning. The committee and staff reached general consensus on the language used in the draft plan.
4. *Land Use Designation of South Adams Street Properties.* Since the new zoning ordinance took effect in March 2009, properties in PA4 that are adjacent to and near the border with Town Center have been zoned Mixed-Use Transition (MXT). This zone is "intended for areas that are located between moderate or high-density development and single-family detached residential neighborhoods." Within the MXT zone, many retail uses are allowed, in addition to single-family residential and office uses. Under the previous O-2 (Transitional Office) zoning, single-family residential and office uses were allowed, but not retail uses. Committee members were concerned about the potential for retail uses

to encroach from Town Center into the residential areas of PA4 and expressed a desire to return to uses more aligned with the O-2 zoning.

Since the new Zoning Ordinance was adopted, there have been no retail businesses established in the MXT Zone in Planning Area 4. Staff suggested that limited retail uses could be allowed along two blocks of South Adams Street, between West Jefferson Street and West Middle Lane. After some discussion, the group agreed to limit retail uses to one block of South Adams Street, between West Jefferson Street and West Montgomery Avenue. This land use change would require a zoning change.

Staff raised this issue with the Planning Commission at a January 2019 meeting, when the Commission was reviewing Volume I, the elements. The Planning Commission provided its direction that retail uses be limited to the one block. Some members of the committee would prefer to eliminate retail uses entirely in this portion of the Planning Area, while one committee member was open to further expanding the area that would allow retail. The Initial Staff Draft reflects the Planning Commission's direction and the broad consensus of the committee and staff, which is to restrict retail to properties along one block, the block between West Jefferson Street and West Montgomery Avenue along South Adams Street (with the exception of 100 West Montgomery Avenue because that property does not have room for adequate retail parking.) As such, there is no longer disagreement on this issue between the committee and staff.

5. *Land Use Designation of Houses of Worship.*

The general sentiment of the committee was to provide a land use designation for all private institutional uses, such as houses of worship, that represents their underlying zoning, which in most cases is single-family detached residential. An alternative option is to designate them as "Institutional" uses on the Land Use Policy Map. Staff made a decision during the development of Volume I to label smaller institutional properties (generally less than 3 acres) according to their underlying zoning or the zoning of nearby properties and larger institutional properties as "Institutional." The Planning Commission agreed with this approach during Volume I discussions. As a result, only a few properties have the land use label "Private Institution" in PA4, including those properties owned by Christ Episcopal Church on South Washington Street; Rockville Christian Church, First Baptist Church of Rockville, and Rockville Nursing Home all on Adclare Road; and Unitarian Church of Rockville on Welsh Park Drive.

The committee was most concerned that designating the land use of a place of worship as "institutional" could have the effect of encouraging new institutional uses or expanding existing institutional uses. The committee's concern is that the plan needs to have policies that prevent too many and too large institutions (e.g. hospitals, private schools that occupy whole blocks, very large places of worship) from locating in the neighborhood.

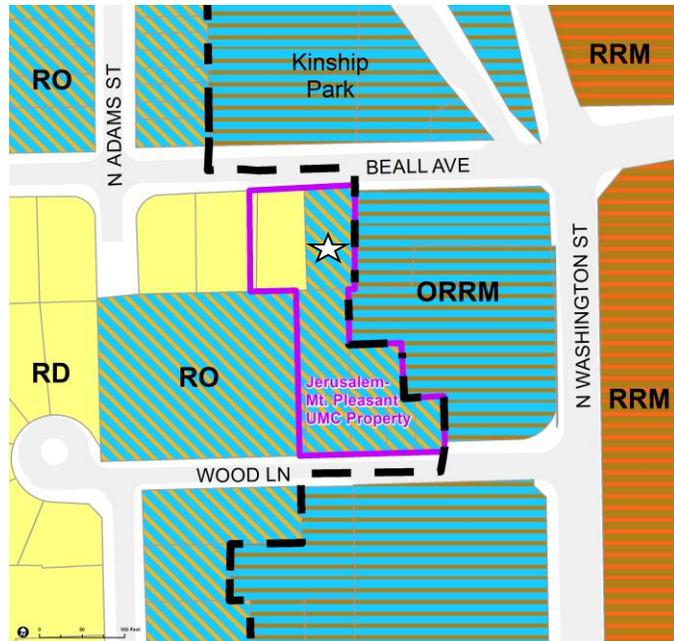
Permitted uses are determined by zoning. Rockville does not have an “institutional” zone and none is recommended. Places of worship are allowed in all zones in Rockville. Other institutional uses, such as private educational institutions, hospitals, nursing homes, and life care facilities may be permitted in single dwelling unit residential zones only by Special Exception. There are policies on page 45 of the draft plan that address this concern. For example, one policy reads: “Review and amend Special Exception and Conditional Use provisions in the Zoning Ordinance to ensure that they prevent undesirable consequences that are incompatible with residential neighborhoods, such as unlimited aggregation of land for expansion.”

Staff-Suggested Changes to the Initial Staff Draft

After internal consultation with other staff, staff recommends the following changes to the Initial Staff Draft for Planning Area 4. Staff requests that the Planning Commission provide direction on these recommendations.

*Purpose.* The two introductory paragraphs under the heading “Purpose” on page 32 were included when the Planning Area 4 draft plan was a stand-alone document, before it was incorporated into Volume II with the other planning areas. Staff suggests that the first paragraph and the first two sentences of the second paragraph be incorporated into the Introduction to Volume II as they pertain to all planning areas. Staff recommends retaining the last sentence of the second paragraph and adding a reference to the map on page 33 to identify the Planning Area 4 boundary as the introduction to the planning area.

*Jerusalem Mt. Pleasant United Methodist Church – land use designation of two lots fronting Beall Avenue.* During committee and staff discussions about these lots, it was agreed that both would be labeled Residential Detached (RD), allowing only detached single-family residential uses and all other parcels belonging to the church would be Residential Office (RO), allowing either or both residential and office uses. The Land Use Policy Map erroneously shows the lot to the east (starred, at right) as Residential Office (RO). Staff recommends changing the land use designation for this parcel to RD as was agreed by the committee and staff.



*Page 40, First Policy under Residential Attached (RA) Housing*

Re-word to read: “Revise zoning to permit only single-unit detached homes, residential townhouses or row houses. The block of townhouses on the east side of the 200 block of North

Adams Street, north of Beall Avenue, is unlikely to redevelop as the units are individually owned.”

Staff recommends the re-wording of the policy because the current wording indicates that the rezoning would only occur *if* the properties redevelop, which is not the intent. The intent is to rezone these properties as an implementation of the Plan. The current use would continue to be allowed.

*Page 40, First policy bullet under Affordable Housing*

Staff suggests that this policy also be added to the Housing Element in Volume I as it is a citywide policy.

*Page 41, Under heading Interface with Town Center*

Add a policy to read: “Establish a new Residential Office land use category to reflect the limited land uses (residential and/or office) for properties along the border with Town Center that are shown as RO on the Land Use Policy Map. Create a new zone to implement the Residential Office (RO) land use designation.”

*Page 42, Third paragraph under Retail Uses, 8<sup>th</sup> sentence*

Change the word “retailers” (which could imply specific businesses or tenants) to “retail.”

Add a sentence to the end of the paragraph to read “Implementation of this plan should include consideration of a new land use category and zoning that reflects this recommendation.”

*Page 43, first policy bullet under the heading Home-Based Businesses and page 45, fourth bullet*

Add a sentence under each policy to indicate that “This policy is limited to Planning Area 4 and will need to be accomplished by creating an overlay zone.” Another option would be to apply these policies citywide in Volume I. Staff does not recommend this option as neither has been vetted citywide.

*Page 46, Figure 15, Summary of Land Use Changes and Zoning Revisions*

On the right-hand column, the heading reads “Zoning Recommendations.” The committee and staff agreed to “Zoning Revisions,” as is in the title of the table. Staff recommends making the change from “Recommendations” to “Revisions.”

On the 7<sup>th</sup> line from the top, pertaining to 10, 12 and 14 South Adams Street. Under the righthand column, change the second sentence to indicate that a zoning change would be necessary because not all retail uses currently permitted in the MXT zone would continue to be allowed.

*Pages 50 and 51, Public Alleys*

Following the community-wide meeting in November, where several residents commented on the alleys in the West End, and after further consultation with staff from the Department of Public Works, staff has some suggested edits to the draft plan for this section.

- Under Figure 16 on page 51, change the notation below the map to read: All alleys shown are unimproved in that they are not maintained by the City of Rockville. Alleys shown in red are paved or have some paving, but unimproved; alleys shown in blue are unpaved and unimproved.
- Page 50, In the second paragraph, first line, staff recommends adding “The longest unimproved alley in Planning Area 4...” to further clarify that this public alley is not maintained by the City of Rockville. This added word is also recommended for the first sentence describing Alleys #2 and #4.
- Page 50. In the description of Alley #1, at the top of the second column, staff recommends language changes to follow the sentence “This connection would provide an alternative to the existing sharrows on Anderson Avenue.” The suggested language would read as follows: “However, grade changes would make this improvement difficult and costly. The city should determine the feasibility for this improvement. If it is found to be feasible, and there is community support, a plan should be developed for it.”
- In the same paragraph, last line, replace the word “discourage” with “prohibit” and remove the word “rapid” because all cut-through vehicle traffic would be prohibited.
- Page 50, within the Policy statement for Alley #2, add “...to provide a continuous pedestrian and/or bicycle connection...” to indicate that it could be one or the other or both.

### **PUBLIC OUTREACH:**

The Initial Staff Draft of the Comprehensive Plan, Volume II, Planning Areas, is the result of extensive community input that was gathered over a multi-year period, through Rockville 2040. This overall public engagement process has been described more thoroughly in previous staff reports on the Volume I draft.

As previously noted, many of the policies for these planning areas stem from listening sessions held in each of the city’s planning areas, as well as with specific stakeholder groups (e.g., high school students, Montgomery College, seniors, etc.). They also came from subsequent citywide meetings and follow-up neighborhood and stakeholder meetings. Information on public outreach and the planning process is available at <https://www.rockvillemd.gov/203/>. The public engagement process for Planning Area 4 is described above, in the Discussion section of this report, and has been appropriately intensive as befits a neighborhood planning process.

Outreach and public engagement will continue through the end of this process. It will include visits to community and neighborhood associations and electronic outreach in advance of public hearings. When the Planning Commission has completed its review of Volume II, staff will recommend that the Commission set a public hearing date (or dates), which will provide the

community its next formal opportunity to provide input, this time directly to the Planning Commission.

### **BOARDS AND COMMISSIONS:**

City boards and commissions participated in many of the meetings held during the Rockville 2040 process. City staff has attended various meetings of boards, commissions and other organizations (e.g., Rockville Housing Enterprises, Rockville Chamber of Commerce, Rockville Asian Pacific Task Force, Rockville Senior Citizen Commission, Rockville Environment Commission, Rockville Economic Development, Inc., etc.) to share plan update progress and obtain input. The Planning Commission also invited Chairs of boards and commissions to work sessions during the review of Volume I, to participate in discussions of relevant elements. The Planning Commission may again choose to include boards and commissions, or other appropriate representatives, in work sessions on Volume II.

### **NEXT STEPS:**

At least one more meeting will be held in February to complete review of the remaining draft planning areas before releasing the revised document for public comment. Based on discussion with the Commission on December 11, 2019, the following dates were chosen for this preview, though are subject to change at the Planning Commission's discretion.

- Wednesday, January 8, 2020 (Regular Planning Commission Meeting) HELD
- Wednesday, January 15, 2020 (Special Meeting) HELD
- **Wednesday, January 22, 2020 (Regular Planning Commission Meeting)**
- **Wednesday, February 5, 2020 (Special Meeting, if needed)**
- **Wednesday, February 12, 2020 (Regular Planning Commission Meeting)**

Staff anticipates that the outcome of the Planning Commission's review of Volume II, including the direction for revisions, will be the Planning Commission's Draft Volume II for Public Hearing. Consistent with State law, the Commission will set public hearing dates to take place at least 60 days after release of the document and submission of a draft to the State of Maryland and surrounding jurisdictions and invite both oral and written testimony from the community.

After the Planning Commission has considered the testimony received on the public hearing draft and directed staff to make any desired changes, the planning areas of Volume II will be joined with the citywide elements of Volume I for a complete Planning Commission Recommended Draft Comprehensive Plan and then transmitted to the Mayor and Council for review and action.

The anticipated schedule following the release of the Draft Volume II for Planning Commission Public Hearing is outlined below:

- **February to April 2020** – 60-day state-mandated review period. Meetings with community and neighborhood associations and electronic outreach in advance of public hearings.
- **April to May 2020** – Public comment period and public hearings.
- **Early Summer 2020** – Planning Commission work sessions to review public testimony.
- **Summer 2020** – Staff finalizes edits to Volumes I and II based on Planning Commission direction; Planning Commission transmits its recommended Comprehensive Plan, Volumes I and II, to the Mayor and Council for its review and final action.

**Jim Wasilak**

Jim Wasilak, Zoning and Development Manager

1/15/2020