

Submitted March 7, 2023

Approved March 8, 2023

**MINUTES OF THE ROCKVILLE PLANNING COMMISSION
MEETING NO. 2-2023
Wednesday, February 8, 2023**

The City of Rockville Planning Commission convened in regular session at City Hall and virtually via WebEx at 7:00 p.m.
Wednesday, February 8, 2023

PRESENT

Andrea Nuñez - Chair

Suzan Pitman

Eric Fulton

John Tyner, II

Sam Pearson

Present: Nicholas Dumais, Senior Assistant City Attorney
Jim Wasilak, Zoning Administrator
Katie Gerbes, Comprehensive Planning Manager
Nelson Ortiz, Principal Planner
Jane Lyons-Raeder, Principal Planner

Chair Nuñez opened the meeting at 7:00 p.m., noting that the meeting was being conducted in a hybrid format both in-person at City Hall and virtually via WebEx.

I. REVIEW AND ACTION

A. Final Record Plat Application PLT2022-00595, for Re-Approval of a Final Record Plat for the Creation of Public Right-Of-Way in Conformance with Site Plan STP2020-00399, Potomac Woods, in the MXCD Zone at 11511 Fortune Terrace, Marsol Fortune Terrace LLC, Applicant

Mr. Ortiz presented the application outlining the request for re-approval of Potomac Woods Plat 3 to create public right-of-way consistent with the approved site plan. The site plan was approved by the Planning Commission in 2022. The revision is to separate right-of-way dedication from the buildable lots to facilitate the purchase of the townhouse portion of the project by the homebuilder, and the plat dedicates two public rights-of-way. Mr. Ortiz mentioned that the proposed final record plat met the requirements of the Zoning Ordinance. Based on this, staff recommended re-approval subject to the conditions articulated in the staff report.

Commissioner Pitman made a motion to re-approve Final Record Plat PLT2022-00595, subject to the conditions articulated in the staff report. Commissioner Tyner seconded the motion. The motion was approved unanimously 4-0, with Commissioner Pearson absent for the vote.

II. PRESENTATION AND DISCUSSION

Town Center Master Plan Update – Project Proposal

Katie Gerbes and Jane Lyons-Raeder presented the project proposal for the update to the Town Center Master Plan. Commissioner Fulton asked how this plan as outlined would complement or be different than the Planning Area 1 neighborhood plan in the 2040 Comprehensive Plan. Ms. Lyons-Raeder replied that the 2040 plan has many different chapters, but with a full master plan update there will be closer analysis on the Town Center specifically. Commissioner Fulton asked about the timeline with the Master Plan and the Zoning Ordinance re-write to which Ms. Lyons-Raeder responded that it would probably overlap, and that staff would hopefully have the new Zoning Ordinance to work off. Commissioner Fulton also asked about how staff intended to engage people multi-lingually. Ms. Lyons-Raeder said that there would be two roundtables aimed at targeting Asian-American communities and another targeting Hispanic communities with translations for both. There would also be digital translations online.

Commissioner Pitman asked about the dedication to green space and sustainability and if these would be discussed in community engagement work sessions. Ms. Lyons-Raeder responded that these would be discussed further for greater emphasis. Commissioner Tyner spoke on keeping in mind some externalities that would be affecting elements of the Master Plan, such as the impact on the Rockville Metro Station and the bus rapid transit (BRT) proposal. Chair Nunez asked about an update on Rockville Metro Station and WMATA. Ms. Gerbes replied that there was engagement between the City and WMATA and discussion on concepts were continuing. Chair Nunez asked for more details about digital outreach and the medium of the outreach. Ms. Lyons-Raeder responded that it would be mainly through social media channels and targeted ads. Commissioner Fulton outlined the importance of working with local schools and getting feedback from residents that would typically come into the Town Center on a regular basis. Ms. Lyons-Raeder stated that there would be roundtable discussions at Richard Montgomery, Wootton and Rockville high schools.

III. COMMISSION ITEMS

- A. **Staff Liaison Report** – Mr. Wasilak stated at the next meeting would be on February 15th and he anticipated review of a special exception for an accessory apartment and a parking waiver for a small retail center near the Twinbrook Metro Station. He also mentioned that they would be starting to come back on the discussion for the Interim Zoning text amendment. The meeting following that would be on March 8. Mr. Wasilak also mentioned that the Planning retreat date was planned for March 11, 2023, and the commissioners discussed a tentative time of beginning at 9:00 or 10:00 a.m. and ending at 2:00 or 3:00 p.m.

B. Old Business – None

C. New Business – None

D. Minutes Approval – Chair Nunez asked if there were any changes needed to the minutes of the Commission’s December 14, 2022 meeting. Commissioner Tyner made the motion to approve the December 14, 2022 minutes as drafted. The motion was seconded by Commissioner Fulton. The motion was approved unanimously 4-0, with Commissioner Pearson abstaining.

E. FYI/Correspondence – None

IV. ADJOURN

There being no further business to come before the Planning Commission, Commissioner Pitman moved, seconded by Commissioner Pearson, that the meeting be adjourned at 8:04 p.m. The motion was approved unanimously.

Respectfully Submitted,



Commission Liaison