

ATTACHMENT B



MONTGOMERY COUNTY PLANNING DEPARTMENT THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

October 7, 2008

MEMORANDUM

TO: Sue Edwards, Team Leader, I-270 Corridor
Community-Based Planning Division

FROM: Ki H. Kim, Planner/Coordinator *KHK*
Transportation Planning Division

SUBJECT: Master Plan for Town of Washington Grove

This memorandum provides Transportation Planning staff's review and comments on the Master Plan for the Town of Washington Grove.

Procedural

- The cover letter requested a meeting with the Planning Board and staff. Should we set up a roundtable discussion with the Board? If so, we should note that in the testimony we submit.

Technical

On page 16: Section 2.2 Municipal Growth Areas / (1) Four Municipal Growth Areas / Area 4: Roberts Oxygen and adjacent Storage

The proposed zoning for Area 4 is service, S-1 – light industrial uses?
The service zoning might be compatible with some of the County Service Park uses?

On the 7th line: "Truck access" is critical because now Robert Oxygen trucks must cross the railroad tracks at-grade to enter from & leave on Oakmont Ave.

The extension of Crabbs Branch Way was required to be built as part of Preliminary Plan No. 120060320, Shady Grove Parcels 6 & 7, if the land between I-370 & Roberts Oxygen is developed for light industrial or office use. (There were discussions of this area being parkland!)

Crabbs Branch Way Extended is designated as a business commercial street, B-2 in the Sector Plan that should provide a safe access point to the Roberts Oxygen site on a road built to accommodate commercial trucks.

The alternative access for commercial trucks from the Roberts Oxygen site is on Washington Grove's Brown Street and would not be compatible with this low-volume residential street.

On page 22: Section 3.4 Walkway/Bikeway Connections

"Supporting access" should include pedestrian/bicycle access via Brown Street to Railroad Street to:

1. The MARC station from residential developments to the northeast, a) Piedmont Crossing/Casey Property at Mill Creek and b) the Shady Grove, Parcels 6 & 7.
2. The Grove Shopping Center and Shady Grove Metro Station from Washington Grove

The language should specify the particular walkway/bikeway connections and the type of path (shared-use path, bike lanes, etc.).

Language should include coordination with the County on the optimal location/route and type of path.

The Town should contribute to the cost of planning and construction of the walkway/bikeway connections within Washington Grove.

On page 27: Recommendations

- Continue Town opposition to any connection of Railroad Street to Crabbs Branch Way... "Our Shady Grove Sector Plan does not recommend this connection."
- Continue to support the proposed access of the I-1 zoned property to Crabbs Branch Way... "We support this as noted above."
- Monitor possible creation of a two-lane industrial street bridging over the CSX tracks north of I-370... "This road is identified as an option in our Shady Grove Sector Plan"
- Support improved maintenance and preservation of the existing single lane historic humpback bridge and continue opposition to planning and construction of a new multilane bridge... "We do not support these positions as improvements are needed to this bridge and it is under facility planning study to determine what solution is appropriate from mobility, safety, preservation, and fiscal perspectives."
- Seek to have the County reclassify Oakmont Avenue as a two-lane road.... "The Shady Grove Sector Plan recommends a two-lane roadway. The portion in Gaithersburg will be examined when Gaithersburg master plan is restored in our work program."
- Corridor Cities Easement – The Shady Grove Sector Plan's removal of the 50' transit easement will influence the review of the easement in the Gaithersburg master plan.
- Intercounty Connector and M-83 – both facilities are needed as recommended in the Shady Grove Sector Plan.

KHK:kk

ATTACHMENT C



MONTGOMERY COUNTY PLANNING DEPARTMENT
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MEMORANDUM

DATE: October 3, 2008

TO: Sue Edwards, Team Leader, I-270 Corridor
Community-Based Planning Division

FROM: Clare Lise Kelly, Planner Coordinator *CLK*
Historic Preservation, Urban Design Division

SUBJECT: Washington Grove 2008 Master Plan

The historic preservation office has reviewed the Town of Washington Grove's 2008 Master Plan Update. As you know, the Town is a Historic District listed in the National Register of Historic Places. The Town, as referenced in the plan (p56) enacted a preservation ordinance in recent years, and created a Historic Preservation Commission. Currently, the Town's historic preservation ordinance grants the Washington Grove HPC advisory review authority, but the ordinance does not authorize the HPC to approve, revise, or deny new construction or alterations within the historic district. It is clear that Washington Grove has a strong sense of place, and that sense is well highlighted by the handsome drawings that illustrate the plan. Strengthening the Town's historic preservation ordinance to make it consistent with Article 66B §8.01-8.17 of the Maryland State Annotated Code would enhance the Town's ability to retain its sense of place for the future.

Preservation staff supports the plan's recommendations to explore alternatives to address issues of infill and redevelopment that could negatively impact Washington Grove's historic character (p59). By taking the next step to include regulatory teeth in the preservation ordinance, the Town would ensure the safeguard of its valuable historic resources. Older communities within Montgomery County, characterized by modest housing, have been dramatically changed by infill development and mansionization. Washington Grove has not been immune to this phenomenon of large-scale new construction or additions that are incompatible with historic houses. Other options the Town may wish to explore include establishing architectural covenants or an overlay zone.¹ The adoption of design guidelines would aid in the preservation of Washington Grove's character. The County HPC has recently established design guidelines. They are found at: www.mcparkandplanning.org/historic.

¹ More information is found in the Historic Preservation Section's *Teardown/Mansionization Bulletin*, August 2006

Historic Preservation Section, Countywide Planning Division

Office: 1109 Spring Street #801, Silver Spring Mail: 8787 Georgia Avenue, Silver Spring, Maryland 20910
Phone: 301.563.3400 Fax: 301.563.3412 www.MontgomeryPlanning.org

The Humpback Bridge, listed on the Montgomery County *Locational Atlas and Index of Historic Sites* (p27), has been identified as potentially possessing historical or architectural significance. Plans concerning the future of the bridge will need to include an evaluation of its historic significance. If the bridge were to ultimately be designated on the Montgomery County *Master Plan for Historic Preservation*, the environmental setting may include some land on the north side of the tracks. The County Planning Department would need to coordinate with the Town of Washington Grove, the City of Gaithersburg, and the Department of Transportation on any future review of the bridge, including its potential designation and future use. The Town may wish to consider its position regarding alternative uses for the bridge in the event that the bridge is no longer used to carry vehicles. Such considerations might include pedestrian or bicycle use and/or a trail connecting with Washington Grove.

In general, the addition of illustrative reference maps would be helpful. In several sections, discussions with mention of placenames based on ownership (e.g. Hersheys (22-23), Gaithersburg Ford Tractor, 25, Cator/Harrison, 27) may be insufficient for new residents or others unfamiliar with these landmarks, or if the owners should change in upcoming years.

Following are specific comments:

p5 Introduction – It would be helpful to have some context about the plan. When was the first Washington Grove Master Plan created? When was the plan last updated?

p12 Last sentence: replace ‘normal’ with ‘typical’, i.e. ”...a more **typical** suburban subdivision scheme...” .

p16 Area 3 paragraph: replace “railroad station” with “passenger shelter”.

p17 The preservation office supports the delineation of the boundaries of, and entrances to, Washington Grove. The County Historic Preservation Commission administers a grant program that provides funding for projects such as signage for recognized historic districts.

p22 Commuter Trains: An illustrative map would be helpful to describe Oakmont Park. Reference is made by way of description to Hershey’s, which may not have the same name or ownership in years to come.

p23 First full sentence: “Delineation of a crosswalk on Railroad Street near Grove Road has increased pedestrian safety, but pedestrians are still at risk given Railroad Street traffic and limited sightline to the east.”

p25 Last full paragraph, text clarification: The bridge alignment in the **1961** Gaithersburg Vicinity Master Plan would have created a new four-lane bridge crossing the tracks at a skew, much longer and **approximately** six feet higher...

p26 Third full paragraph, text clarification: In 2004, the County’s Department of Public Works and Transportation (DPWT) once again brought up **the issue of** replacing the

bridge with multi-lane alternatives, all of which, **if built** as proposed, would have deleterious impacts...

p26 Last full paragraph: Montgomery County Historic Preservation **Commission**
...Locational Atlas **and Index of Historic Sites**

Preservation staff agrees that, given the changes in circumstances referenced in this section (pp 25-27) that the kind of multi-lane bridge previously envisioned for the railroad crossing is not appropriate for this site.

p28 Regarding the recommendation to preserve the country road character of Ridge Road: A more detailed description of the rural/rustic nature of Ridge Road (width, vegetation, vistas, surface, etc) would be useful to ensure preservation of this character.

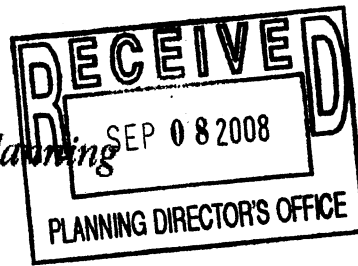
P56 Historic character, second paragraph: List which three characteristics are being referenced. When was the last edition of the master plan? When was the Preservation Ordinance enacted?

pp57-58 Include a map delineating neighborhoods under discussion, including Oakmont, Amity, Emory Grove.

ATTACHMENT D



Maryland Department of Planning



Martin O'Malley
Governor
Anthony G. Brown
Lt. Governor

Richard Eberhart Hall
Secretary
Matthew J. Power
Deputy Secretary

September 3, 2008

Mr. Charlie Challstrom
PO Box 271
Washington Grove, MD 20880

Dear Mr. Challstrom:

Thank you for sending us the January 11, 2008 draft of your *Washington Grove Master Plan*. Your draft was submitted to a number of State agencies for comment. We received a response for the Maryland Historical Trust and this is attached. The comments in this letter were prepared by staff from the Maryland Department of Planning.

Overall, the *Plan* does an excellent job of examining the issues facing Washington Grove. Its analyses and recommendations provide excellent guidance to the leadership of Washington Grove which will be responsible for implementing them.

Two mandatory elements must be added to your *Plan*; these are elements required by Article 66B, Annotated Code of Maryland. The first is a statement of goals and objectives as per Section 3.05 (a) (4) (i). This does not appear in the edition of the *Plan* that we reviewed. Consult the Rockville Master Plan which includes a good example of a goals and objectives statement. The *Washington Grove Master Plan* also needs a water resources element. That is discussed in more detail below.

In addition, the *Plan's* Municipal Growth chapter needs some additions in order to create a complete municipal growth element (MGE). The following comments and suggestions pertain primarily to the municipal growth and water resources elements.

Municipal Growth Element

The draft already has much of the information that would go into the MGE. The complete requirements of the municipal growth element are contained in Article 66B, Section 3.05 (a) (4) (x). To fully meet the requirements, the municipal growth section of this draft *Plan* still needs clarification concerning the Town's population projection/land requirements and a further look at the impacts.

The following are some suggestions for completing these tasks and create a municipal growth element that completely meets the provisions of Article 66B. MDP's Models and Guideline publication #25 contains instructions on how to prepare the municipal growth element.

This publication can be downloaded from MDP's web site <http://www.mdp.state.md.us>

- Population projection: The year 2000 Census population of Washington Grove was 515, and MDP's latest estimates (2006) show a population of 537. The *Plan* discusses a build-out population of about 670. Does it need a long-term projection that is higher and that covers the roughly 20-year time frame of the *Plan*? If this 670 figure indeed represents the full long-term population projection, then that should be stated.
- Article 66B requires the *Plan* to identify any future growth areas. It should be noted that any annexation after October 1, 2009 must be consistent with this plan's municipal growth element. This draft discusses four annexation areas, only one of which is slated to increase the Town's future population. That area consists of three residences on the western side of Washington Grove Lane. Proposed uses of the other three areas are passive recreation and industrial (for two of the areas). Annexation of these parcels would thus be consistent with your municipal growth element as it appears in this draft. However, annexation of other lands after the 2009 deadline and their use as growth areas would not. The *Plan* would need to be amended before such action is taken.
- The *Plan* needs some additional discussion of growth's impacts on infrastructure and services, along with sensitive areas. The Town's anticipated population growth is small and County growth nearby is far more extensive and significant. In addition, Washington Grove isn't responsible for providing schools, water/sewerage services or libraries. However HB 1141's amendments to Article 66B nevertheless require its comprehensive plan to assess the impacts that the Town's future growth will have on these services, even though they are provided by other authorities. This requirement was placed in the law so that the counties are made aware of the specifics concerning municipalities' plans for growth and so their actions can be informed by those plans. This *Plan* does provide an estimate of students generated by the anticipated residential growth however other services, as covered in Article 66B, must also be addressed.

The *Plan* must also consider effects on sensitive areas such as stream valleys and floodplains that presently lie beyond Washington Grove but which could be affected by its expansion into the four areas identified. Models and Guidelines #25 contains the methodology for conducting these analyses. In the case of Washington Grove with its minimal population growth, your analyses should be relatively simple.

Water Resources Element

The *Town of Washington Grove Master Plan* includes excellent background material on water/sewer infrastructure and storm water management. The Town should be commended for its efforts to protect the headwaters of Rock Creek, Muddy Branch, and Great Seneca Creek.

However, to fully meet the requirements of HB1141, the *Plan* needs to present a water demand forecast, wastewater demand forecast, and pollution forecast for existing and future development proposed in the land use plan. In addition, the Town will need to demonstrate that it considered these forecasts when developing its land use plan and water resource recommendations.

If the Town can provide a citation (documentation or personal communication) to support this plan's statement that WSSC resources ensure adequate water supply and

wastewater treatment capacity for the Town of Washington Grove for the foreseeable future (p. 47- 48), this would serve as a substitute for the water and wastewater demand forecast. If you need assistance, a resource person at WSSC is Mr. Roland Steiner at (301) 206-7008. His e-mail is rstein@wsscwater.com

The Town should work with Montgomery County and Maryland Department of the Environment to complete the pollution forecast. For assistance with the water demand and wastewater demand forecast, the Town should work with MDE and WSSC. MDP is available to assist as well.

Comments on water and wastewater demand forecasts:

- For the Town's development forecast, the total number of additional residents should be 667 people instead of 367 people (p. 14).
- A water and wastewater demand forecast is needed to compare expected needs to expected capacity. Using a planning figure, for example, 250 gallons of water per equivalent dwelling unit per day, the Town could estimate the amount of additional water needed to serve potential future development (discussed on pp. 13-17).
- The water and wastewater demand forecast should include expected demand from existing and new development both within current Town boundaries and within any municipal growth areas.
- Indicate whether existing homes and businesses in the municipal growth areas are already served by WSSC.

Comment on protecting the Town's source water:

- The *Plan* discusses methods of protecting drinking water for homes in the RR-4 zone served by individual wells (p. 13, p. 47).

The *Town of Washington Grove Master Plan* identifies the streams affected by land use impacts (p. 39). To meet the requirements of HB1141, the *Plan* should include a pollution forecast of wastewater and storm water impacts, even if the impacts are to water bodies outside of the Town boundaries, and should include a discussion of whether the receiving waters are suitable for expected land use plan impacts. Please contact Mr. Mark Symborski, MNCPPC at (301)495-4436 who can assist in completing this more technical part of the Water Resources Element. You can also get assistance from Maryland Department of the Environment. Contact Mr. Jim George (410) 537-3902.

Comment on identifying suitable receiving waters:

- If possible, The Town should work with Montgomery County to take into account the expected pollution reduction benefits of its forest preservation and storm water management activities in the Town's pollution forecast of storm water impacts.

Other water resource planning comments:

- In recognition of the importance of protecting and restoring the Chesapeake Bay and its tributaries, including the Potomac River, the Sensitive Areas (Environmental Concerns) element should discuss how the Town's efforts will contribute towards implementing the Chesapeake Bay Tributary Strategy. The executive summary of Maryland's Tributary Strategy is at: http://www.dnr.state.md.us/bay/tribstrat/exec_summary_5_6_2.pdf

- Please refer to the review criteria (pp. 27, 32-33, 39-40) in the Water Resource Element Models & Guidelines document for further guidance - <http://www.mdp.state.md.us/mgs/pdf/mg26.pdf>.

The following are other comments from Maryland Department of Planning staff:

Water and Sewerage Planning:

The *Plan* states that there is a sufficient supply of potable water and sufficient sewer capacity to serve the Town and any future development within its boundaries. There is a potential for 54 additional units. In addition 15 existing homes rely on individual wells for water. The *Plan* does not project or calculate the potential demand these units would place on water supplies.

Page 15-Four Municipal Growth Areas: Area 3 and Area 4

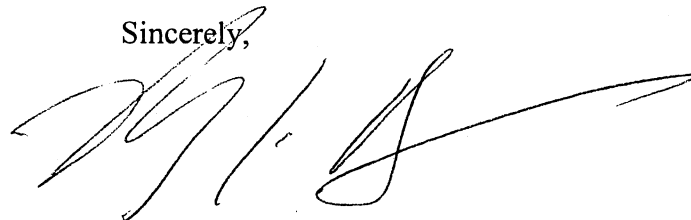
These sections discuss the possibility of annexing parcels for low intensity industrial/research uses. The discussion should include how the Town envisions the provision of water and sewerage services to the areas proposed for annexation.

Individual Comments

- Section 1.1 Residential Zones: Your discussion of the Town's zoning ordinance states that you need not make any changes to its residential zones. Later in the *Plan*, you recommend that the ordinances be re-examined because of the possible threat of mansionization. Given the *Plan's* emphasis on maintaining the character of the Washington Grove built environment and the spread of mansionization elsewhere, it is important that the Town thoroughly examine its zoning and other ordinances and make any necessary changes as soon as possible.
- It would be helpful if the growth areas shown on the map on page 7 were numbered to correspond to the text on page 15.
- A map illustrating the development capacity of both infill and redevelopment potential would be beneficial. Exhibit B (page 8) could serve as an overlay on Exhibit A's (page 7) zoning to identify vacant parcels.
- Pages 9-to-11 identify and describe each of the Town's zoning categories. On the map showing future growth areas, several areas are identified with a future zoning of S-1 (Services). This category is not described in this section of the *Plan*. It would be helpful if this category was described, also.

If you have any questions, please contact me at (410) 767- 4556, or email mnortrup@mdp.state.md.us

Sincerely,



Michael J. Nortrup
Metro Unit Manager

Cc: Peter Conrad
Mr. Rollin Stanley, Planning Director



Maryland Department of Planning
Maryland Historical Trust

Martin O'Malley
Governor
Anthony G. Brown
Lt. Governor

Richard Eberhart Hall
Secretary
Matthew J. Power
Deputy Secretary

TO: Stephanie Martins, Director
Land Use Planning and Assistance

CC: Mike Nortrup, Nicole Diehlmann, Elrita Elliott

FROM: Cory Keigerise, Administrator
Local Preservation Programs

DATE: August 11, 2008

RE: Washington Grove 2008 Master Plan (Montgomery County)

.....

The Maryland Historical Trust (MHT) appreciates the opportunity to comment on the *Town of Washington Grove 2008 Master Plan* (hereafter "the Plan"). The Office of Preservation Planning and Museum Programs has reviewed the draft plan for consistency with MHT goals and programs and to provide information about how Washington Grove might better utilize MHT resources to implement the stated goals and objectives. The following is a list of general and specific comments about the Plan.

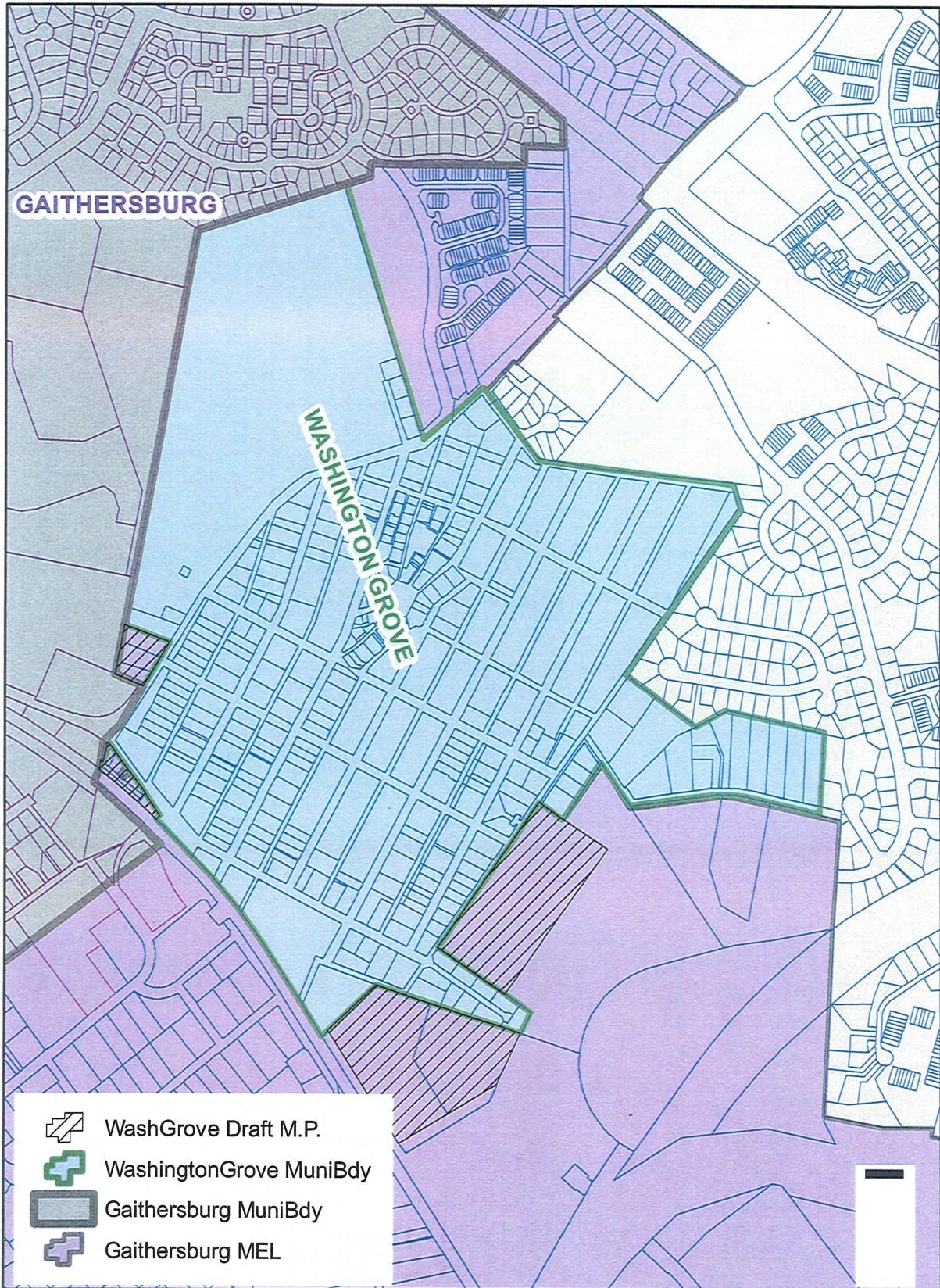
- 1) **Does the Plan reference historic preservation as a stated goal, include a preservation/historic resources element, or otherwise integrates historic preservation into other elements?**
 - a) The Plan does an excellent job of incorporating a preservation-minded approach to the Town's development and planning. It is clear that the Town values its heritage and understands the contributions that historic land use patterns and building stock contribute to the character and quality of life in Washington Grove.
 - b) The Town's status as a National Register of Historic Places Historic District is mentioned in several sections throughout the plan, indicating that the Town understands and values this designation and has incorporated it thoughtfully into its zoning, transportation, recreation, and other elements.
 - c) In addition to incorporating preservation into the major elements of the Plan, Section 9 outlines Development and Preservation Strategies, including infill development, and strategies for dealing with tear-downs and "mansionization." Historic preservation provides important tools for achieving these goals and protecting a community's character in the face of rapid growth and change.
- 2) **Does the Plan identify known historic resources, including those listed in the Maryland Inventory of Historic Properties (MIHP) and the National Register of Historic Places (NRHP)?**
 - a) The Plan includes a basic discussion of the Town's status as a National Register Historic District, but does not contain a thorough discussion of the Nomination, including date of survey and listing, or resources included in the nomination. While minor points, inclusion of these details may be helpful in providing perspective on historic preservation efforts in the Town, as well as providing the basis for further survey, documentation, or regulatory changes that may be necessary or desirable in the future.
- 3) **Does the Plan identify and recommend adequate and appropriate policies for protecting historic properties?**
 - a) The Town adopted a historic preservation ordinance in 2001, creating a Historic Preservation Commission that reviews and comments on all building permit and subdivision applications within the Town. Discussion of the Commission, its powers, and role in the preservation of the Town are minimal, and should be enhanced/supplemented to clarify the role of the Commission and make specific policy recommendations about improving the Commission's effectiveness.

- 4) **Does the Plan accurately and adequately describe financial and other incentives associated with historic preservation?**
- a) The Plan does not mention any of the financial incentives offered by MHT.
 - i) MHT administers Maryland State Income Tax credits for qualified rehabilitation projects on both commercial and residential properties. This credit is 20% of qualified rehabilitation costs for residential projects over \$5,000 and is credited toward State income tax deductions. Commercial projects are also eligible for a 20% tax credit. MHT also administers the Federal Rehabilitation Tax Credit program, which offers a 20% credit for qualified expenses for the rehabilitation of historic commercial properties.
 - ii) To be eligible for the Maryland Rehabilitation Tax Credit, properties must be:
 - (1) Individually listed in the National Register of Historic Places; or
 - (2) designated as a historic property under local law and determined by the Director to be eligible for listing on the National Register of Historic Places; or
 - (3) located in a historic district listed in the National Register of Historic Places or in a local historic district that the Director determines is eligible for listing on the National Register of Historic Places and certified by the Director as contributing to the significance of the district; or
 - (4) located in a certified heritage area and certified by the Maryland Heritage Areas Authority as contributing to the significance of the certified heritage area.
 - iii) To be eligible for a Federal Rehabilitation Tax Credit, the project must be:
 - (1) Income producing; and
 - (2) Listed in the National Register of Historic Places; or
 - (3) Certified as contributing to a National Register eligible locally designated historic district or a National Register listed historic district.
 - b) MHT also offers Non-Capital grants that can be used for survey and inventory projects, design guidelines, and technical assistance for creating and administering a local historic district. These grants should be referenced in the Plan.
 - c) MHT also offers Capital grants for National Register listed properties.
- 5) **Is the community within a Recognized or Certified Heritage Area? Does the Plan recognize and adequately address the Management Plan for the Certified Heritage Area where it is located?**
- a) Washington Grove is not located within a Recognized or Certified Heritage Area.
- 6) **Other Comments.**
- a) None

Again, thank you for inviting MHT to review and comment on the *Washington Grove 2008 Master Plan*. Should any questions arise, please don't hesitate to contact me at 410-514-7635 or ckegerise@mdp.state.md.us.

ATTACHMENT E

Municipal Boundaries With Maximum Expansion Limits

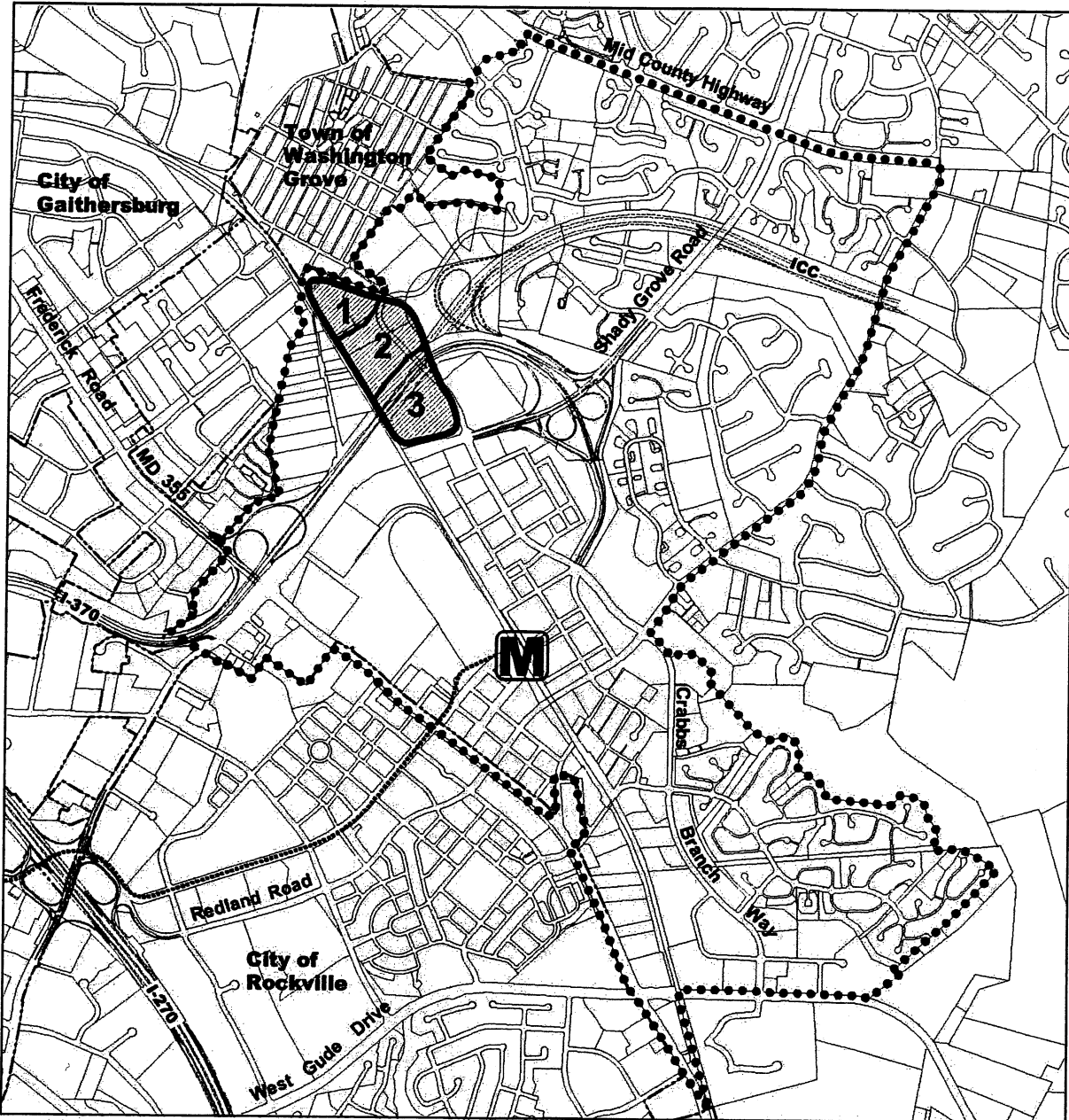


Oct 8, 2008

1 inch equals 800 feet





ATTACHMENT F

Upper Mill Creek Area



 Upper Mill Creek

- 1 Robert's Oxygen
- 2 Casey 6 Property
- 3 Casey 7 Property

-  Shady Grove Sector Plan Boundary
-  City of Gaithersburg, City of Rockville, Town of Washington Grove
-  Corridor Cities Transitway
-  Shady Grove Metro Station

