

**Meeting minutes of Planning Commission
Town of Laytonsville
October 28, 2013**

Chair Wenger called the meeting of the Planning Commission to order at 7:34 p.m.. Members Brendan Deyo, Mark Frankowski, Tim Shortley, Paul Simonetti and Pete Stadler were present. Secretary Charlene Dillingham was present. Town land planner Stan Benning, Bob Leggieri of Natelli Communities and Dave Crowe of Macris, Hendricks and Glascock (MHG) were present.

The minutes of the Planning Commission Meeting on August 29, 2013, were approved as submitted.

Old Business:

Comprehensive Plan – Chair Wenger stated that the Comprehensive Plan was submitted to the state on October 23, 2013. He reiterated its importance to the Town as requests for annexation could not be considered until the Comprehensive Plan was approved and adopted.

Stadler Subdivision – Bob Leggieri of Natelli and Communities and Dave Crowe of Macris, Hendricks and Glascock stated that they were making preparations to submit the final site plan for the Stadler subdivision.

Mr. Crowe referenced a list of conditions produced in March 22, 2013 Planning Commission meeting. This is a list of conditions upon which approval would be subject to. All sub-divisions are subject to conditions 1-8 prior to final submission. The conditions are as follows with updates presented in *bold italics*:

1. Approved Forest Conservation Plan (Preliminary Plan has been submitted.) *Approved.*
2. Provide approval letter from Montgomery County Permitting Services well and septic for all building lots subject to the plan. *All lots approved.*
3. Submission of Montgomery County Department of Permitting Services approved Storm Water Management Plan before submission of final plan for approval. *Approved concept.*
4. Submission of approved Street/Sidewalk Construction Plan by MCPS. *Discussion about plan for sidewalk, tree disturbance if sidewalk on both sides of street, crosswalk. MHG to investigate further.*
5. Further study on Lot 35 regarding storm draining easement. *Mr. Leigerrri discussed the need for a pipe to provide draining in this area.*
6. PEPCO right-of-ways to be abandoned from lots 18, 20, 21 & 24. *Mr. Leggieri stated that Pepco has not been approached yet. Overhead lines will need to be re-routed.*

7. Submission of Grade Easement Plan. *Plan has been submitted ot Montgomery County and comments are back.*
8. Submission of Flood plan study and approval. *Needs to be completed.*
9. Preliminary HOA provisions. *Mr. Leggirri will create HOA documents similar to those being created for Fulks South/Laytonsville Preserve. The HOA will have to maintain the ditches above the grounds. The Town will maintain those underground. There was discussion about mowing of the ditches.*
10. Execution of Reforestation Easement Agreement and Forest Conservation Maintenance Management Agreement to be completed prior to recordation.
11. Subdivision to be recorded prior to 12 months after approval of final plan. (This will be a condition of approval of the final plan.)
12. Eliminate the two entrances on Maple Knoll Drive to Stadler Garden Center. *Done*
13. Options:

13A – Complete feasibility study for the installation of a traffic light at Rt. 108 and Maple Knoll Drive. If SHA determines that a light is justified a submission of necessary application and documentation is present to SHA before recordation and a letter of intent that initiation of the installation will take place after the sale of the first ten los and completed before the sale of the final lot. If all lots are sold at the same time, initiation will be done at the time.

13B – Complete feasibility study for the installation of a traffic light at Rt. 108 and Maple Knoll Drive. If SHA determines that a light is justified a submission of necessary application and documentation is present to SHA before recordation and letter of intent that initiation of the installation will take place after the sale of the first 19 lots and completed before the sale of the final lot. If all lots are sold at the same time it will be that initiation will be done at that time.

13C – Prior to recordation, Applicant shall perform a signal warrant analysis for the intersection of Rt. 108 and Maple Knoll Drive to determine if a traffic signal is warranted and would be approved by SHA in accordance herewith.

If required, Applicant shall submit an application and plans for a permit to construct the signal prior to the issuance of a building permit for the 19th lot in the community.

Applicant shall complete construction of the signal prior to issuance of the final building permit in the community.

Applicant shall not be required to make any improvements to the roadways, intersection or approaches of Rt. 108 and Maple Knoll Drive, nor relocate any utilities, in order to fulfill its obligations hereunder, Applicant's sole obligation being the installation of a traffic signal, if warranted and approved by SHA.

13D – Prior to recordation, Applicant shall perform a signal warrant analysis for the intersection of Rt. 108 and Maple Knoll Drive to determine if a traffic signal is warranted and would be approved by SHA in accordance herewith.

If required, Applicant shall submit an application and plans for a permit to construct the signal prior to the issuance of a building permit for the 19th lot in the community.

Applicant shall complete construction of the signal prior to issuance of the final building permit in the community.

Applicant shall not be required to make any improvements to the roadways, intersection or approaches of Rt. 108 and Maple Knoll Drive, nor relocate any utilities, in order to fulfill its obligations hereunder, Applicant's sole obligation being the installation of a traffic signal, if warranted and approved by SHA.

13E – Applicant to conduct a study by a third part traffic engineer to determine if a traffic light at Rt. 108 and Maple Knoll Drive is warranted before submission of final plan and decision to be made at that time.

13F – Applicant shall perform a signal warrant analysis for the intersection of Rt. 108 and Maple Knoll Drive to determine if a traffic signal is warranted and would be approved by SHA.

If warranted, Applicant shall work with the Town to develop a condition of approval regarding the signal to be considered at final plan approval for the property.

A warrant study was submitted in September 2012 and no traffic light was warranted.

14. Lots 4, 6, and 8 on Sheet one and Lot 14 (Laytonsville Nurseries) show encroachments.
15. Resolution of Montgomery County Public Schools request to relocate access to the school. ***Resolved – reference minutes of March 22, 2012 for discussion on resolution.***

After reviewing the list, Chair Wenger inquired about the species of the street trees to be used in the subdivision. He stated he would like to see diversity in native trees. Mr. Leggieri replied that he would submit the street tree plan to the Planning Commission. Chair Wenger asked if there was screening planned where the development abuts existing homes. Mr. Leggieri stated

this is not typical. He commented that Mr. Stadler owns the property that is agricultural and adjoins some lots.

A one year extension from November 2013 was granted for final site plan submission.

Mr. Leggieri stated that he expected the roundabout construction to start within the year.

Member Stadler made a motion to adjourn the meeting at 8:28. Member Shortley seconded the motion. **Unanimously approved**

Respectfully submitted,

Charlene Dillingham

Secretary

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