

City of Gaithersburg

2012 Annual Planning Report



Prepared by the City of Gaithersburg Planning and Code Administration
on behalf of the Planning Commission for the
period January 2012 through December 2012



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Introduction and Overview

Introduction

The year 2012 saw a significant uptick in commercial and residential building activity, indicating that economic recovery continues on a strong and persistent course. Significant improvement was also seen in commercial vacancy rates, further underscoring this trend. At the recession's peak in 2009, Gaithersburg's vacancy rate for Class A & B office properties had spiked to 19%, but by 2012 that vacancy rate declined to 12.5%. The most significant events in 2012 were the issuance of the first building permits for Crown and The Spectrum, two of the City's largest multi-phase development projects. First occupancies were also granted for Archstone's Westchester at East Diamond and the Apartment Homes at Hidden Creek. Historic Preservation was also at the forefront in 2012, with the designation of six individual historic resources which, in part, made up the circa 1900 Tschiffely-Kent Farm.

“Ensure all planning and development be built and maintained in a high quality manner that utilizes sustainable principles.”
- City of Gaithersburg Strategic Plan

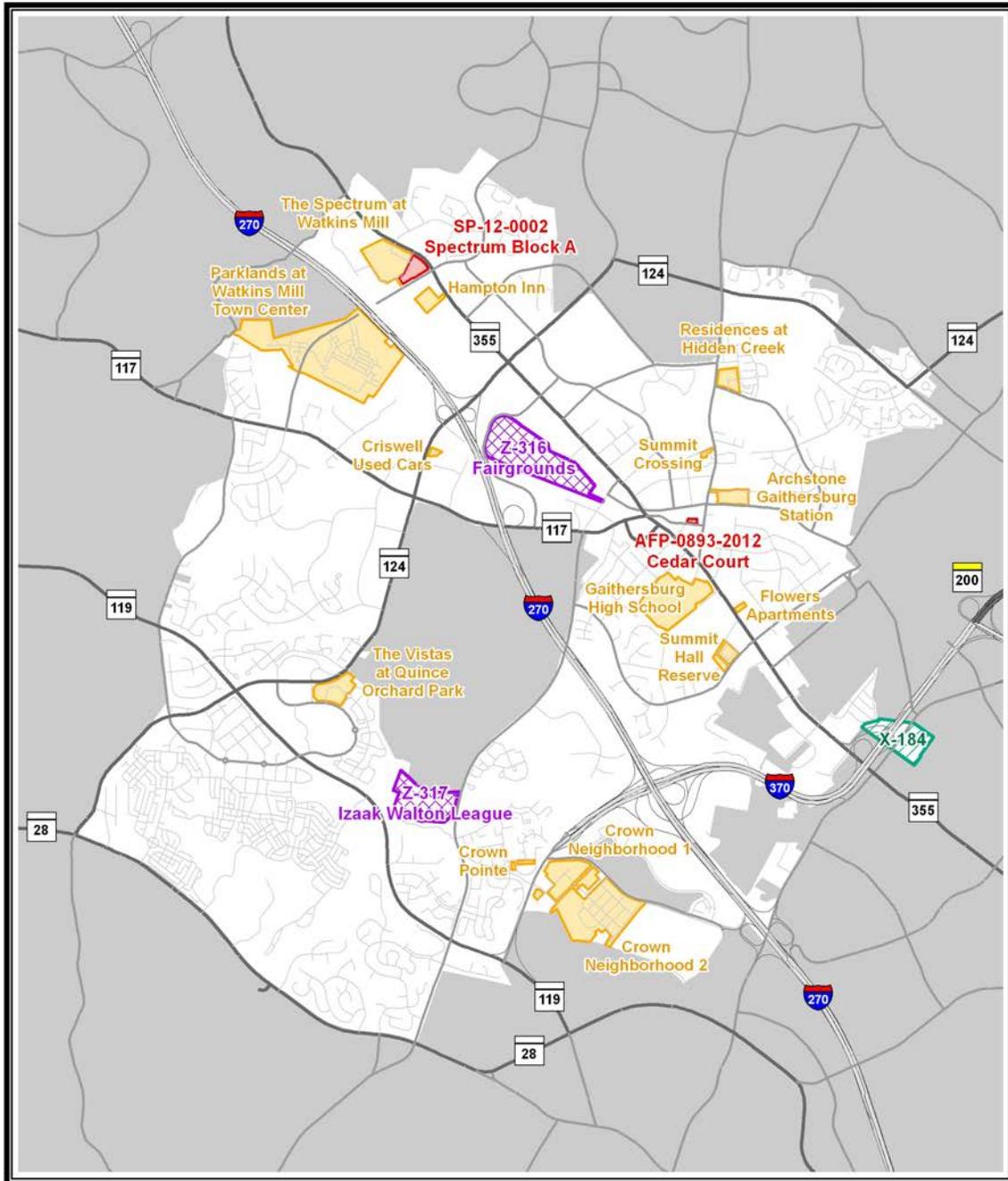


Downtown Crown

Introduction and Overview

City of Gaithersburg Annual Report to MDP *Development Patterns*

-  Properties Rezoned in 2012
-  Properties Annexed in 2012
-  Development Plans Approved in 2012 - New Dwelling Units
-  Development Areas Under Construction in 2012



Introduction and Overview

Current Development Overview

Downtown Crown

Crown

With the issuance of the first commercial building permits, the year 2012 marked a significant new phase for Crown, a mixed use, town center-style development that integrates sustainable development concepts. Organized in five neighborhoods, overall the development includes 2,250 residential units and 320,000 square feet of future commercial uses.

Downtown Crown specifically includes 260,821 square feet of commercial space and 538 apartment units. The development will be anchored by a 57,652 square foot Harris Teeter grocery store and a 74,000 square foot LA Fitness. Additional tenants within the development include Coastal Flats, La Madeleine, La Tagliatella, and Paladar Latin Kitchen and Rum Bar.

In October, permits were issued for three retail pad sites ranging from 5,000 to 7,000 square feet in

floor area, with permits for LA Fitness being issued in November. Although these permits were issued in 2012, official construction of the urban core will commence in 2013.

Crown Neighborhood Two was also granted final site plan approval for 140 townhouse units. KB Homes will build 56 townhomes and Pulte will build 84 units. KB Homes plans to market its units in the mid-\$600,000 range.



West Crown

Introduction and Overview

The Spectrum at Watkins Mill

The Spectrum at Watkins Mill is a planned 27 acre mixed-use urban village east of I-270 at the intersection of MD 355, Frederick Avenue, and Watkins Mill Road, and home to the future Watkins Mill Interchange. Overall, the approved plan for The Spectrum provides for 214,810 square feet in commercial floor area and 678 multi-family dwelling units. The development also dedicated land for the 29,200 square foot Montgomery County 6th District Police Station and land for a future 30,000 square foot senior center. Both parcels have been deeded to the respective government agencies, although both projects remain unfunded.



The Spectrum at Watkins Mill

In 2012, construction began on two mixed use buildings known as Paramount East and West. Paramount East contains 114 units and 3,770 square feet of commercial space. Paramount West includes 110 units and 9,240 square feet of retail space framing Performer's Park. Performer's Park features an outdoor stage and dining area, a splash fountain, and a landscaped green that will be programmed with entertainment and special events. In 2012, the City also approved a modification of the approved schematic development plan for The Spectrum that totally redesigned the south end of the development, transforming it from a traditional strip center layout to an urban, pedestrian friendly, mixed use design. This modification added 287 apartment units, 6,600 square feet of retail space, 5,400 square feet of restaurant space along with a 359 space parking garage.



The Spectrum at Watkins Mill

“ Support the growth, success, and prosperity of businesses in Gaithersburg. ”

- City of Gaithersburg Strategic Plan

Introduction and Overview



Watkins Mill Town Center

Watkins Mill Town Center

The Parklands at Watkins Mill Town Center opened for sales in summer 2010 and is the residential component of the larger Watkins Mill Town Center. The Parklands continued development in 2012 with 71 new residential building permits issued during the year. Watkins Mill Town Center is a 125 acre, mixed-use development located along I-270 at the future Watkins Mill Road interchange, currently accessed via Clopper Road. Watkins Mill Town Center is slated to include

nearly 4.5 million square feet of Class A office, hotel, restaurant, retail and residential product surrounded by significant forest preserves and stream valley buffers, including right-of-way for the future Corridor Cities Transitway. It will provide a pedestrian-friendly environment with easy access to transit, services, restaurants and shopping. Final site plan approval has not been issued yet for the Urban Core at Watkins Mill, which is slated to include Class A office and luxury multi-family units, 225,000 square feet of first floor retail, as well as a hotel tower.

In 2012, the developer of Watkins Mill Town Center received approval for an amendment to the schematic development plan, shifting 10,000 square feet of first floor retail space that was intended for “live/work” units to a hotel site elsewhere in the development. This modification will allow the construction of 20 townhomes within the urban core, which sets the stage for the construction of 23 single family units in the final phase of residential construction at the Parklands.



Watkins Mill Town Center - Google Maps

Introduction and Overview

Archstone Gaithersburg Station - <http://www.equityapartments.com/>



Other Development Activity of Note

In 2012, the City approved the annexation of the Sears/Great Indoors property on Shady Grove Road following significant opposition by the City of Rockville. This nearly 28 acre property was zoned MXD Mixed Use Development. This action will allow either reoccupancy of the existing 204,490 square foot commercial structure or pave the way for future redevelopment of the site.

The Montgomery County Fairgrounds represents one of the last significant parcels of undeveloped land within the City's corporate limits. This 62.83 acre parcel near the intersection of Montgomery Village and Frederick Avenues was rezoned from the R-A Low Density Residential and I-1 Light Industrial zones to the MXD Mixed Use Development zone. The approval provided a sketch plan that will pave the way for the potential future development of the site with anywhere

from 1,100 to 1,350 residential units and between 800,000 and 1,150,000 square feet of commercial floor area.

Maple Hill, a 2.97 acre townhouse community, broke ground in late 2012. The property was annexed by the City in 2011, and is being developed by Habitat for Humanity. The project will provide 19 townhouse units for low income families.

The Vistas, the final residential portion of Quince Orchard Park, began site work and sales of units in 2010. Construction was well underway in 2012 with the issuance of 51 residential building permits. The 11.68-acre site was approved for 83 dwelling units, including 13 single family detached houses, 38 townhouses, and 32 multi-family (two over two) condominium units. The plan includes active and passive recreation areas and right-of-way for the future Corridor Cities Transitway.

Continued on page 7

“ Encourage all development in the City to be of high quality and aesthetically appealing. ”

- City of Gaithersburg Strategic Plan

Introduction and Overview

Continued from page 6

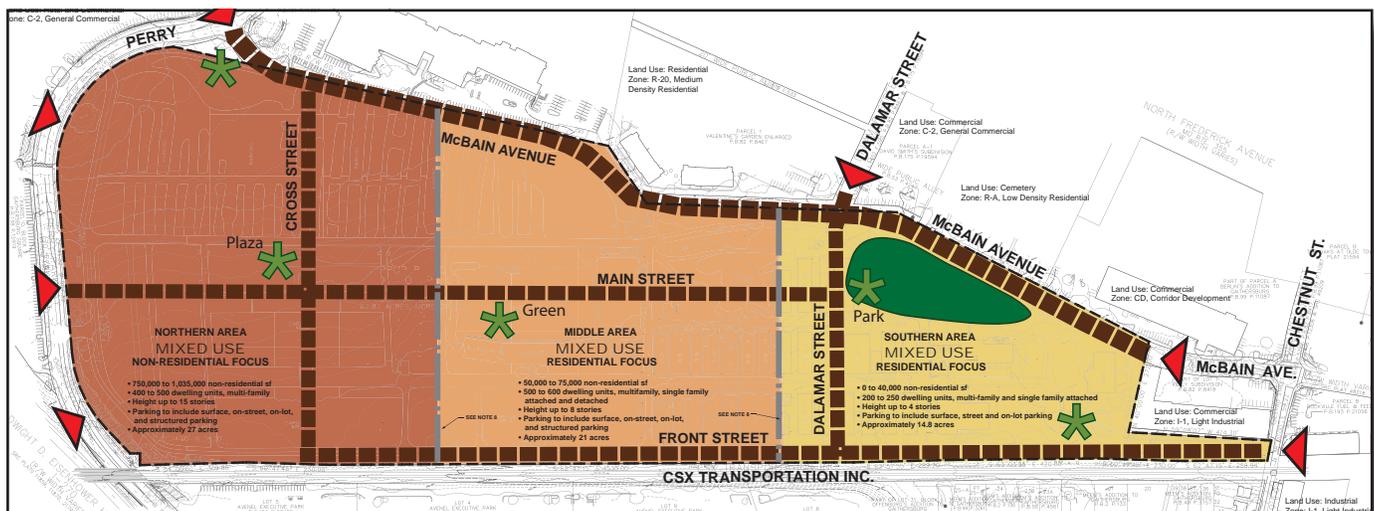
Woodfield Investments substantially completed construction and received occupancies on The Apartment Homes at Hidden Creek, a redevelopment project that received final plan approval in 2010. Located at Goshen Road and Girard Street, the project includes a mix of uses in the project, including 300 multi-family units and 12,000 square feet of retail and amenity uses on approximately 6.58 acres of land.

Archstone-Smith completed construction and received occupancy for the designated Smart Site project, Westchester at East Diamond, a five-story building with four stories of apartments above ground floor retail located within the City's Olde Towne area. The new development provides 18,000 square feet of retail space and 389 apartment units, with a 728-space parking garage. A major component of this project is the construction of Teacher's Way, a new public street, which is a collaborative effort between Archstone, the City, and Montgomery County Public Schools (MCPS) using State and federal funds. This new street will provide additional connectivity within Olde Towne and create an additional traffic route to help improve traffic circulation within this vital part of the City. The City plans to begin construction of Teacher's Way in 2013.



The Vistas at Quince Orchard Park - Google Maps

In 2009, Montgomery County acquired the GE Technology Park located at 100 and 201 Edison Park Drive. The 95 acre site provides a campus setting accommodating a 373,116 square foot office building and a 261,316 square foot warehouse building. The County plans to relocate the Department of Liquor Control, Police Headquarters, Police District 1 Station, Fire and Rescue Headquarters, and Homeland Security offices to the GE site. Since acquiring the property, the County has begun phased occupancy of the office building, and has pulled permits for the interior fit out of the warehouse for the Department of Liquor Control.



Montgomery County Fairgrounds

City Initiatives

The Apartment Homes at Hidden Creek - <http://www.hiddencreekapartment.com/>

Economic Development

Gaithersburg's proactive approach to economic development helped the City make remarkable progress with its post-recession recovery efforts in 2012. Ramping up its Economic Development Toolbox program, the City's Office of Economic Development approved over a dozen grants in 2012, awarding nearly \$345,000 to companies expanding or relocating within Gaithersburg. These grants supported over 100 jobs and catalyzed nearly \$7 million in private investment. At the recession's peak in 2009, Gaithersburg's vacancy rate for Class A & B office properties had spiked to an alarming 19%, the highest number ever recorded. By 2012, that vacancy rate declined to 12.5%, lower than the county-wide average.



Created in 2012, the Toolbox program was established to provide diversified economic development incentives, primarily in the form of matching grants that could be broadly applied to existing businesses and eligible commercial buildings/spaces across the City. Incentives are generally directed toward existing business that exhibit growth potential and provide stable, well-paying jobs. Certain additional incentives are related to long-term marketability of commercial space. Specific toolbox programs include matching grants for tenant improvements, job training assistance, commercial signage assistance, demolition assistance, ADA compliance, and utility upgrades.



Watkins Mill Town Center

Continued on page 9

“ Actively pursue economic and business development strategies to support a growing and sustainable economic base. ”

- City of Gaithersburg Strategic Plan

City Initiatives

Continued from page 8

In 2011, the Economic Development Opportunities Fund (EDOF) program was established by the City to support even bigger and more unique opportunities to grow and/or retain jobs within Gaithersburg. In 2012, the City awarded its first Economic Development Opportunities Fund (EDOF) grant to Adventist HealthCare Systems to support the relocation of its headquarters from Rockville to 820 West Diamond Avenue in Gaithersburg, bringing over 300 employees to the City.

Gaithersburg subsequently awarded two more EDOF grants in 2012 – one to Sodexo for retaining its North American headquarters and 586 employees at 9801 Washingtonian Boulevard, and the other to Novavax for relocating its headquarters and 110 employees from Rockville to 20 & 22 Firstfield Road.



West Crown



Watkins Mill Interchange

The City of Gaithersburg has continued its revitalization efforts in the Olde Towne Central Business District (OTCBD) as well. In accordance with the Gaithersburg Olde Towne District Master Plan, the City continues its work to develop a vibrant, pedestrian-friendly urban center capable of sustaining a thriving business and residential mix. In 2012, Olde Towne witnessed the completion and grand opening of the Archstone at Olde Towne development, containing 389 apartment units and 18,000 square feet of ground floor retail. Additionally, City staff prepared and advertised a request for proposals (RFP) to solicit plans for a new development on the City-owned parcel at the corner of North Summit and Diamond Avenues. Gaithersburg also continued to promote the state Enterprise Zone designation that Olde Towne received in 2008. This program provides tax incentives to property and business owners with qualifying development, redevelopment or business expansion projects in the Olde Towne area.

“Market the City as a desirable business location.”
- City of Gaithersburg Strategic Plan

Historic Preservation

Calendar year 2012 was a busy one for historic preservation in Gaithersburg, with the designation of nine historic resources. The filing of a demolition permit in the Fall of 2011 for a garage addition to the Kentlands Firehouse located at 321 Firehouse Lane triggered the Historic District Commission (HDC) to conduct an extensive review of nine historic resources in the Kentlands Old Farm neighborhood. The City commissioned URS Corporation to undertake an extensive, and intensive, survey of those resources that comprised the circa 1900 Tschiffely-Kent Farm. As a result, the HDC initiated eight Historic Designation Applications for the Kentlands Mansion, the Arts Barn, the Carriage House, the Flour Mill, the Dog and Cat House, the Springhouse, the Grotto/Crypt, and the Superintendent's House. In total, five of the Historic Designation Applications were approved by the Mayor City Council, and the Kentlands Mansion, the Arts Barn, the Carriage House, the Flour Mill, and the Dog and Cat House became designated local historic resources. The Firehouse, being the subject of a separate application, was also individually designated.

In 2012, the HDC also revisited a prior decision regarding 13 DeSellum Avenue, known as the Sterick Cottage. In 2009, the former HDC directed the City Manager to issue a demolition permit for the building, but the permit was never issued. In July 2012, the applicant requested issuance, but was informed that due to the length of time since the HDC's approval, the demolition permit application would be reviewed again, first by the HDC, and then by the Mayor and City Council.



Kentlands Firehouse

In September 2012, the HDC reviewed the demolition permit application for a second time. First, the HDC reversed the previous decision, noting that the HDC failed to reference findings of fact and appropriate sections of the City code in rendering its decision. Second, the HDC found that the building at 13 DeSellum Avenue met several criteria for designation and authorized staff to initiate a Historic Designation Application for the Sterick Cottage. Ultimately, the Mayor and City Council denied, by resolution, the Historic Designation Application for the Sterick Cottage. A specialized architectural reclamation organization based in Baltimore, Maryland, Second Chance, Inc., dismantled the Sterick Cottage piece by piece, salvaging all those materials that could be saved and reutilized.

“Ensure all planning and development be built and maintained in a high quality manner that utilizes sustainable principles.”
- City of Gaithersburg Strategic Plan

City Initiatives

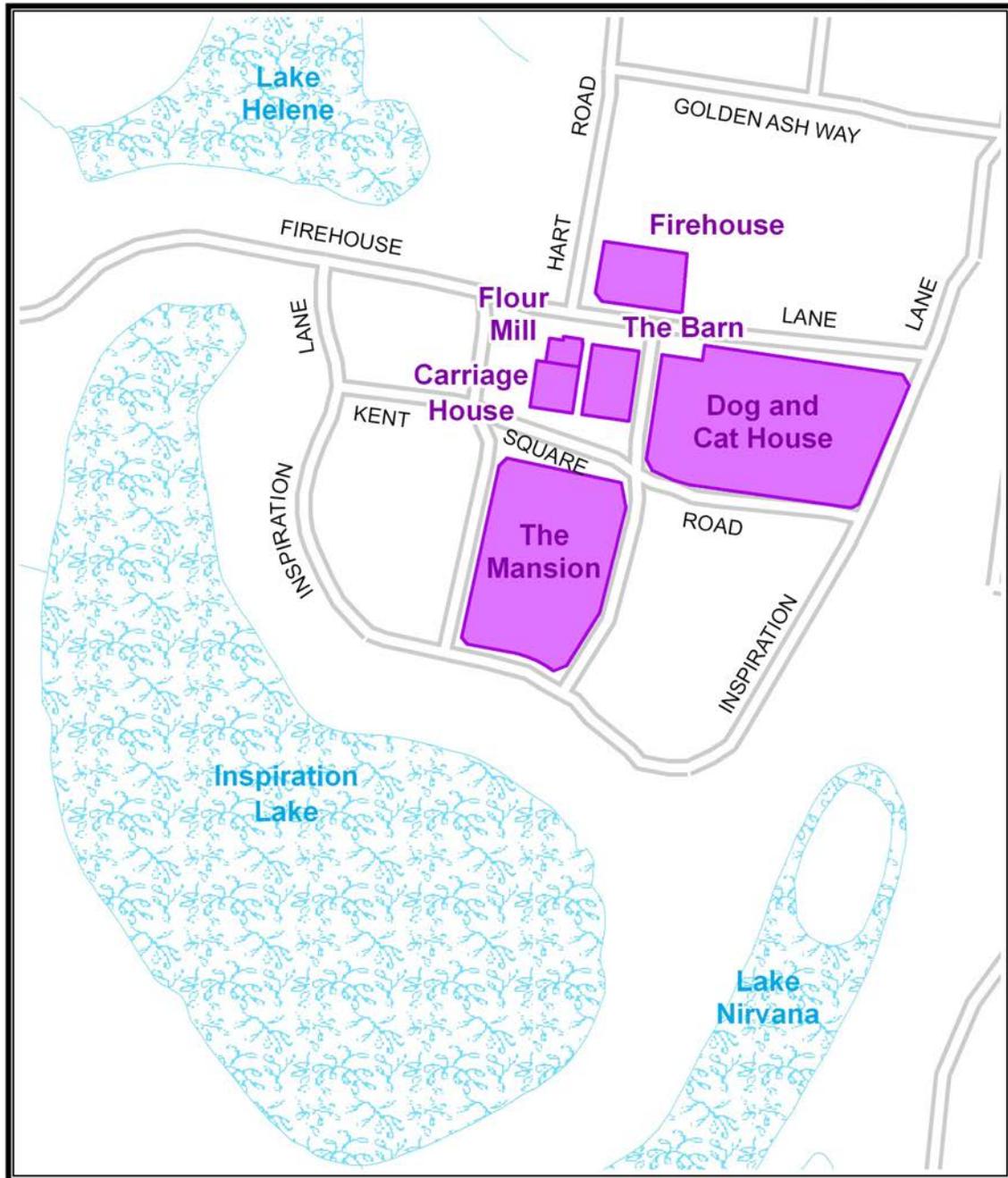
City of Gaithersburg Annual Report to MDP *Historic Designations*

Properties Designated Historic in 2012

-  National Register/Locally Designated Site
-  Locally Designated Site
-  Historic District



City of Gaithersburg





Archstone Gaithersburg Station - <http://www.equityapartments.com/>

“ *Ensure that the Adequate Public Facilities Ordinance balances the City’s planning and economic priorities.* ”
- City of Gaithersburg Strategic Plan

Long Range Planning and Transportation

In 2012, City staff members were given the authorization to proceed with hiring a consultant to produce the Frederick Avenue Corridor and Vicinity Development Capacity Study. This study will include a baseline report, a market analysis, a fiscal analysis, and recommendations for implementation. The study will be completed in the Fall of 2013.

The City hired Muncipal as a consultant to conduct a preliminary analysis for the potential formation of a Tax Increment Finance (TIF) District as a method to fund infrastructure improvements for the future Watkins Mill Interchange. The preliminary analysis strongly indicated that a TIF District could provide the necessary gap in funding for the \$160 million project, and the Mayor and City Council authorized staff to continue work on implementing a TIF.

Environmental Services

During 2012, the Environmental Services Division continued work on various environmental initiatives and programs. Staff collaborated with Public Works on a reforestation effort on City-owned property following a revision to the policy for Reforestation on Public Lands. Environmental Services also worked with Public Works to initiate analyses of the three watersheds within the City and to complete a study of possible locations for Green Street retrofits.

Environmental Services staff participated in many outreach efforts in 2012, including the annual Green Week celebration in collaboration with the Environmental Affairs Committee (EAC). The certification report for the Sustainable Maryland Certified program was submitted to the Environmental Finance Center during 2012 and the Sediment and Erosion Control Ordinance was revised as required by the State.

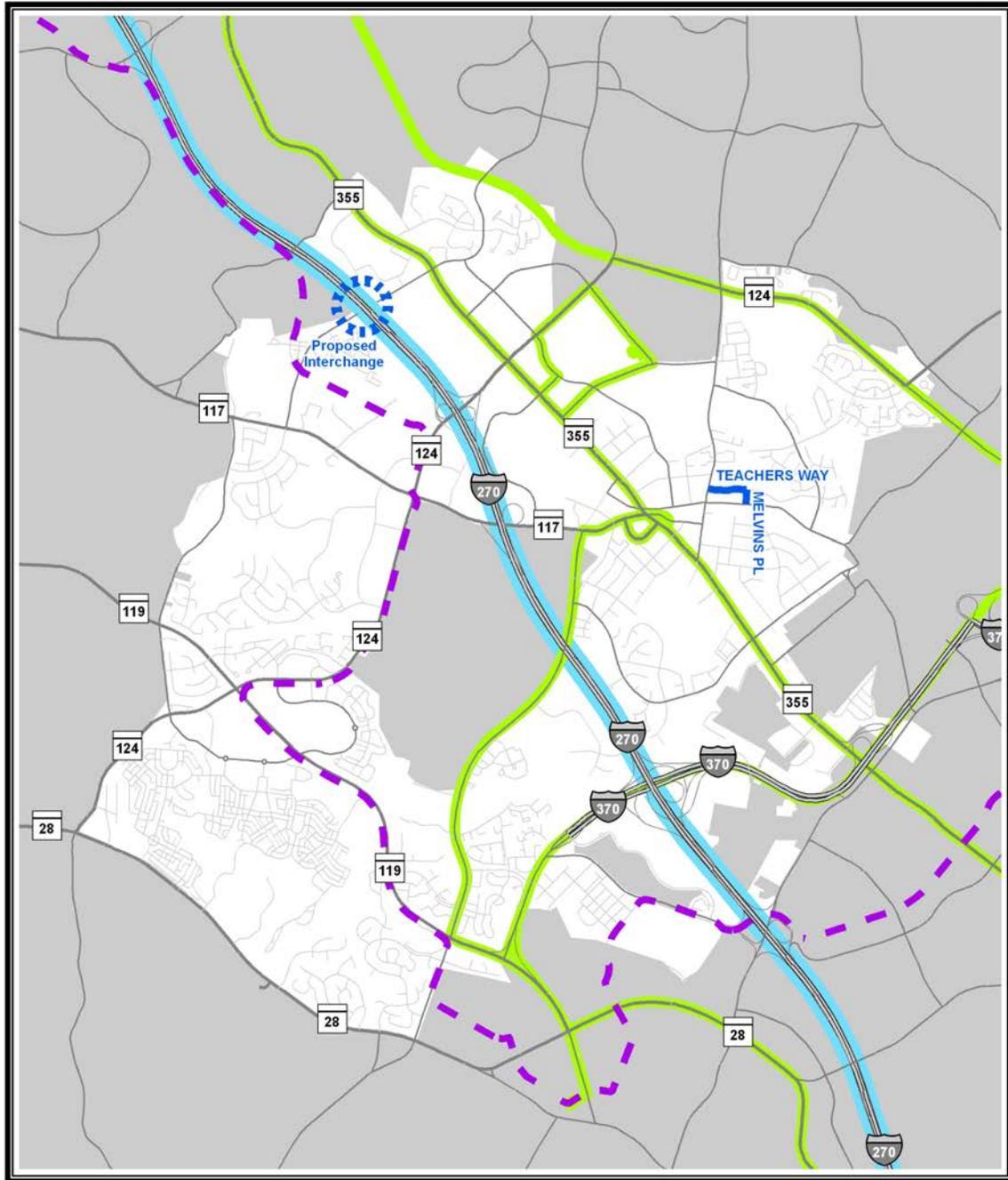
City Initiatives

City of Gaithersburg Annual Report to MDP Transportation

- Proposed Corridor Cities Transitway
- New Streets Completed in 2012
- Proposed MC Bus Rapid Transitway corridors
- I-270 Multimodal Corridor Study



City of Gaithersburg



“Meet the needs of the City in a manner that accurately reflects the community’s desire for social equity, environmental health, and economic prosperity.”

- City of Gaithersburg Strategic Plan

Community Development

The Housing and Community Development Division is responsible for oversight of grant-funded programs that support the City’s Strategic Directions. This Division also oversees the Gaithersburg Affordable Housing Program, which includes down payment and closing cost assistance loan funds and the administration of the Moderately Priced Dwelling Unit (MPDU) Program.

Each year, the City receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development through a formula allocation. In 2012, the City was awarded \$365,800. Coupled with City funds, these grants are used to assist eligible first-time homebuyers with closing costs and down payment assistance to purchase residential properties within the City. CDBG funds are also used to assist very low-income City residents with rent and utility assistance to prevent eviction and utility disconnection.

After several years of planning and design, the Olde Towne Rolling Stock project was recently completed. This project received a SAFETEA-LU grant for restoration of the 1918 Buffalo Creek and Gauley #14 Steam Locomotive and acquisition of a C&O Railroad Bay Window Caboose and 1950s Budd Car. Enhanced landscaping featuring new benches and outdoor lighting was included in the project.

The City received Community Legacy grant funding from the Maryland Department of Housing and Community Development to renovate the interior of the 1884 B&O Train Station, including upgrades to the coffee shop, installation of new ADA compliant bathrooms, and renovations to the dining and waiting room area. The City’s MPDU program currently has 102 rental units fully leased with 12 for-sale MPDU and Work Force Housing Units (WFHUs) under construction. An additional 73 rental and 27 for-sale townhome MPDUs are in production at Crown properties

Permitting Services

After several years of work, in June 2012 the City went “live” with EnerGov, a new GIS-based software system. An important feature of this software will allow public inquiry and submission of plans through the City’s website. The City will also be able to conduct digital plan review. It is anticipated that this new software system will facilitate dramatic improvements in internal and external communications.



Downtown Crown

City Initiatives

City of Gaithersburg Annual Report to MDP

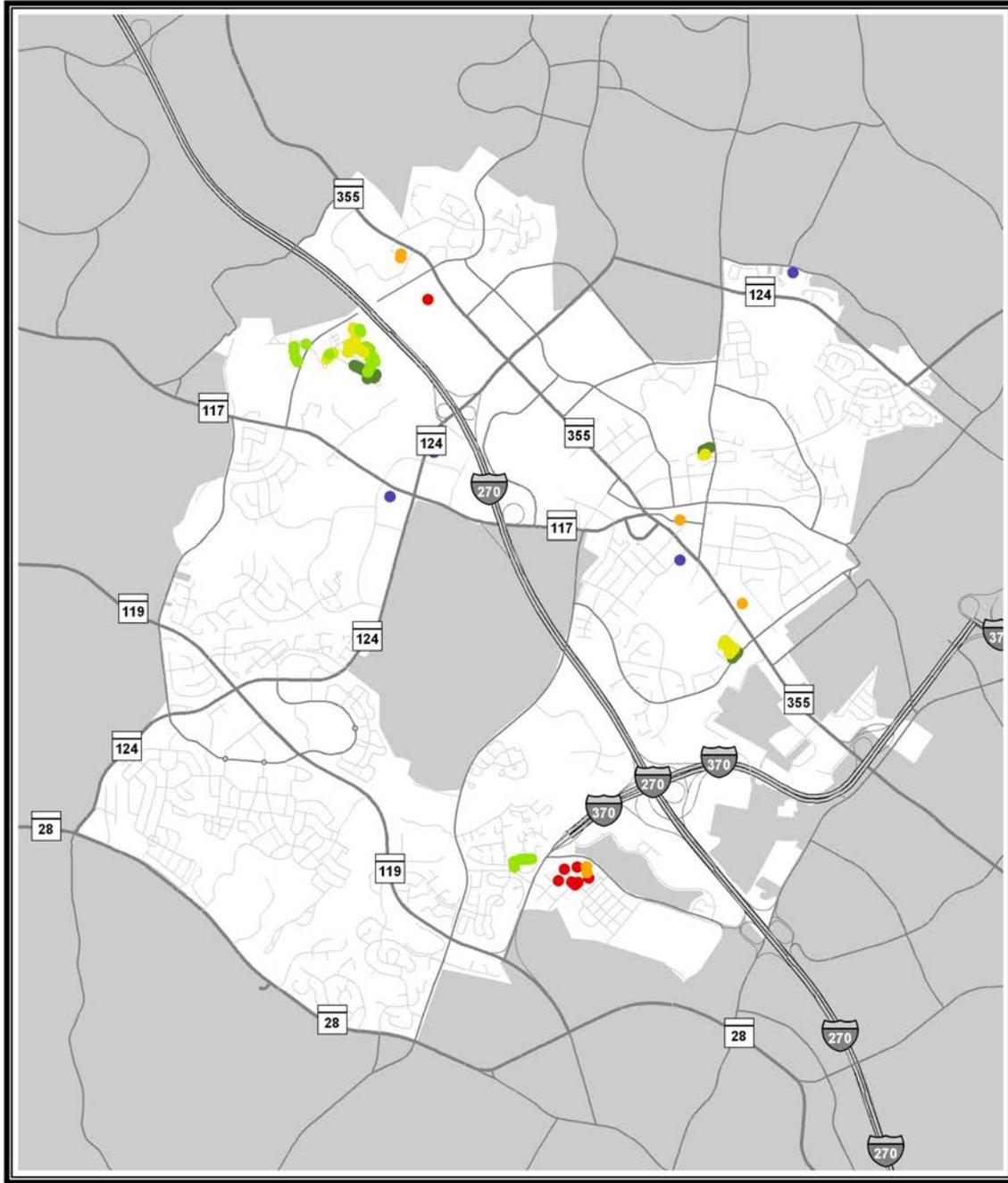
Building Permits - New Construction

Building Permits Issued in 2012

- Single Family, Detached
- Single Family, Attached
- Multiple Family
- Stacked Townhouse Condo (2/2)
- Commercial
- Demolition



City of Gaithersburg



City Initiatives



Crown

Planning Policies and Procedures

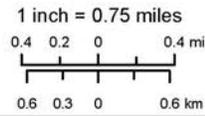
In 2012, the City initiated and adopted two significant amendments to the Adequate Public Facilities Ordinance. Text Amendment T-404 created a mechanism for the school test that permits the Mayor and City Council to grant a waiver of the existing 110% school capacity standard provided certain standards are met. This amendment reduced school capacity restrictions on development within the Frederick Avenue corridor and Olde Towne. Text Amendment T-405 amended the level of trip generation which triggers the submission of a traffic impact study, as well as the timing for submission of a preliminary and final traffic study. Both of these modifications helped to remove significant barriers to development within the City.

Summary and Year-to-Year Comparison of Smart Growth Measures and Indicators			
	2010	2011	2012
Dwelling Units Approved	1,431	1,768 (540 net new)	291 (290 net new)
Residential Acres Approved	78.68	140	3
Commercial Square Feet Approved	549,412	687,888	44,148 (6,058 net new)
Commercial Acres Approved	80.05	123.6	3.3
Number of Single Family Lots Recorded	11	348	73
New Residential Building Permits Issued	193	129	168
New Commercial Building Permits Issued	3	88	14
Residential Use and Occupancy (U&O) Permits, including Multifamily Commercial U&O Permits (Total Dwelling Units)	166	224	592
Non-Residential Use and Occupancy Permits	104	87	174
Annexation Petitions	0	1	1
Annexation Acres	0	2,907	27.89

City Initiatives

Schools APFO 2012-2013

Schools that exceed 110% of capacity for SY 2016-2017



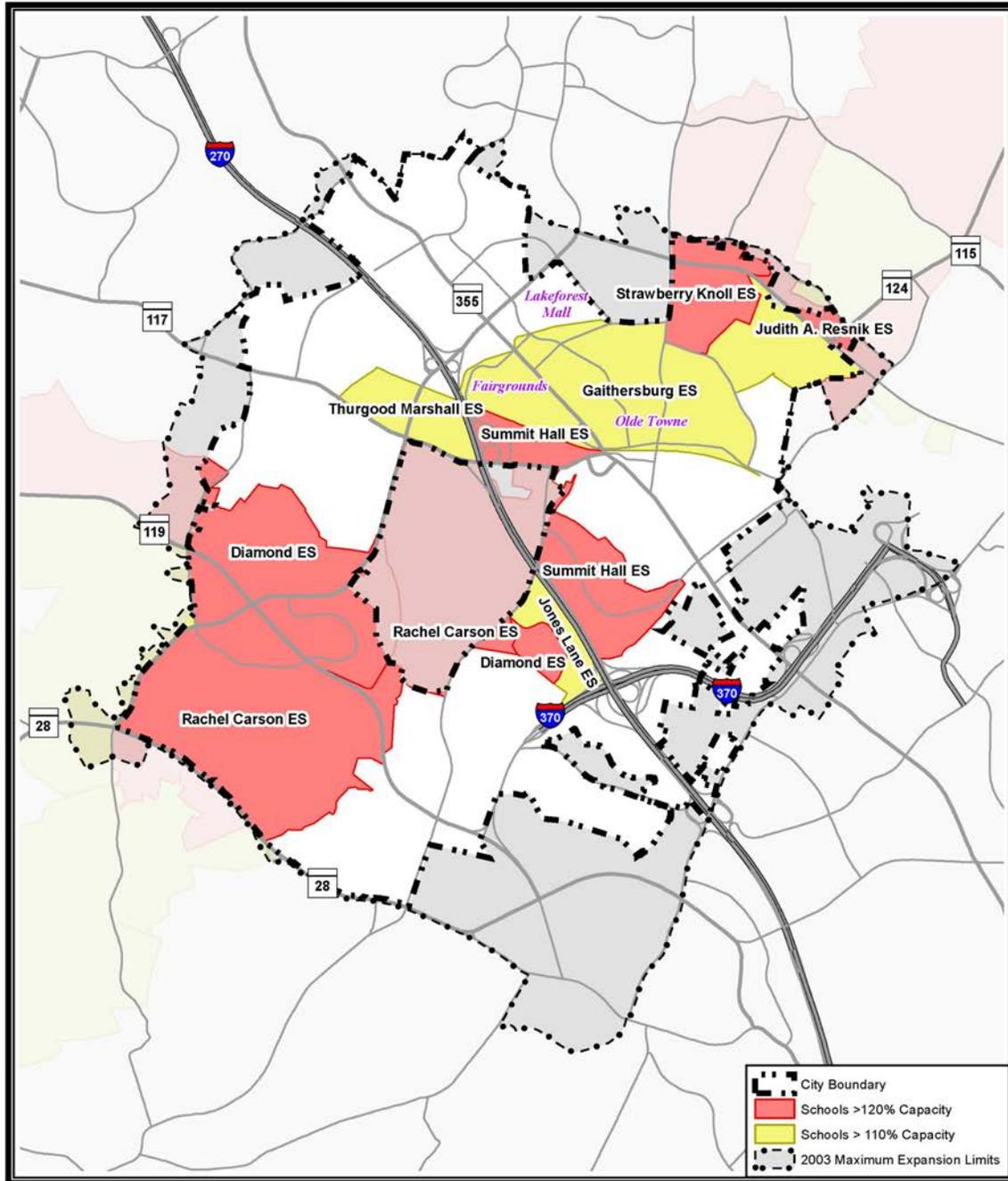
Property boundaries and planimetric base map ©2012 M-NCPPC and City of Gaithersburg. All rights reserved.

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(301) 258-6330
www.gaithersburgmd.gov

Schools APFO 2012-2013.mxd • 10-Jul-2012 • jke



Annual Report Worksheet

Annual Report Worksheet Reporting Year 2012

Jurisdiction Name: City of Gaithersburg

Planning Contact Name: Lauren Pruss

Planning Contact Phone Number: (301) 258-6330

Planning Contact Email: LPruss@gaithersburgmd.gov

Section I: Amendments and Growth Related Changes In Development Patterns

(A) Were any new comprehensive plan or plan elements adopted? Y N

1. If no, go to (B).
2. If yes, briefly summarize what was adopted. N/A

(B) Were there any growth related changes in development patterns? Y N

(Note: Growth related changes in development patterns are changes in land use, zoning, transportation capacity improvements, new subdivisions, new schools or school additions, or changes to water and sewer service areas.)

1. If no, go to (C).
2. If yes, briefly summarize each growth related change(s).

Gaithersburg High School is currently being replaced with a more modern facility. Portions of Watkins Mill Road were completed east and west of Interstate 270.

(C) Were any amendments made to the zoning regulations? Y N

1. If no, go to (D).
2. If yes, briefly summarize any amendments that resulted in changes in development patterns.

In 2012, the City initiated and adopted two significant amendments to the Adequate Public Facilities Ordinance. Text Amendment T-404 created a mechanism for the school test that permits the Mayor and City Council to grant a waiver of the existing 110% school capacity standard provided certain standards are met. This amendment reduced school capacity restrictions on development within the Frederick Avenue corridor and Olde Towne. Text Amendment T-405 amended the level of trip

Annual Report Worksheet

Annual Report Worksheet Reporting Year 2012

generation which triggers the submission of a traffic impact study as well as the timing for submission of a preliminary and final traffic study. Both of these modifications helped to remove significant barriers to development within the City.

(D) Were any amendments made to the zoning map? Y N

1. If no, go to *Section II: Mapping and GIS Shapefiles*.
2. If yes, briefly summarize each amendment(s).
 - 33.54 Acres located at 700, 704, and 707 Conservation Lane were rezoned from R-A Low Density Residential to MXD Mixed Use Development Zone
 - 62.83 Acres commonly known as the Montgomery County Fairgrounds were rezoned from R-A Low Density Residential and I-1 Light Industrial to MXD Mixed Use Development Zone.
 - 27.89 Acres located at 16331 and 16401 Shady Grove Road were annexed and zoned MXD Mixed Use Development Zone.

Section II: Mapping and GIS Shapefiles

(A) Does your jurisdiction utilize GIS to prepare planning related maps? Y N

1. If no, include an address, parcel identification number or other means to identify the type and location of all new growth related changes or zoning map amendments listed in *Sections I(B)* and *I(D)*. Provide a paper map(s) that indexes the general location(s) of the growth related changes or zoning map amendment(s). *Contact MDP for mapping assistance.*
2. If yes, include a map(s) of the location(s) of the amendment(s) and submit applicable GIS shapefiles for all new growth related changes and zoning map amendments listed in *Sections I(B)* and *I(D)*. GIS shapefiles may be uploaded on the online Annual Report Webtool or via email or cd/dvd disk.

(B) Were there any growth related changes identified in *Sections I(B)* ? Y N

Annual Report Worksheet

Annual Report Worksheet Reporting Year 2012

1. If no, go to (C).
2. If yes, then include GIS shapefiles and map(s), that identify the location of each growth related change identified in *Section I(B)*. If your jurisdiction does not utilize GIS then clearly identify the growth related changes on a map(s).

(C) Were there any zoning map amendments identified in *Section I(D)*. Y N

1. If no to (A) and (B), skip to *Section III: Consistency of Development Changes*.
2. If yes, then include GIS shapefiles and map(s), that identify the location of each zoning map amendment identified in *Section I(D)*. If your jurisdiction does not utilize GIS then clearly identify the growth related changes on a map(s). *Contact MDP for mapping assistance.*

Annual Report Worksheet

Annual Report Worksheet Reporting Year 2012

Section III: Consistency of Development Changes

(A) Were there any growth related changes identified in Sections I(B) - (D)? Y N

1. If no, skip to Section IV: Planning and Development Process.
2. If yes, go to (B).

(B) For each growth related change listed in Sections I(B) - (D), state how the development changes were determined to be consistent with:

1. Each other;

The changes listed for 2011 are consistent with the adopted *City of Gaithersburg Strategic Directions* goals and objectives; they complete entitlements granted during preliminary subdivision; provide a range of housing opportunities; increase land under forest conservation; and promote multi-modal transportation opportunities.

2. Any recommendations of the last annual report;

Not applicable.

3. The adopted plans of the local jurisdiction;

The previous Annual Report made no specific recommendations as to future growth in 2011. Growth areas are defined in the adopted *Municipal Growth Element*. Planning and land use recommendations are defined by the annual *City of Gaithersburg Strategic Directions* adopted by the Mayor & City Council. Any development changes are weighed and judged against the adopted Strategic Directions, State Law, the City Code and adopted City Master Plans for compliance in order to be approved.

4. The adopted plans of all adjoining jurisdictions;

To reemphasize the statement above (b) -all site development plans are judged against the requirements of the City Code and, while only a guide, the ability to fulfill the larger recommendations of the Master Plan. Any plan adopted can be considered as furthering the goals, objectives, and visions laid forth in the City Master Plans and adopted Strategic Directions.

5. Any adopted plans of the State and local jurisdictions that have responsibility for financing or constructing improvements necessary to implement the jurisdiction's plan.

The City of Gaithersburg is an incorporated municipality with independent zoning authority. As stated in item (b) and (c) above; the developments must comply with City plans first and foremost; however, developments adjoining Montgomery County

Annual Report Worksheet

Annual Report Worksheet Reporting Year 2012

controlled land and County and State roads are asked to be reviewed and commented upon by those entities prior to any approval hearing. The City has a productive working relationship not only with Montgomery County government but also the City of Rockville, Montgomery County Park & Planning, Maryland SHA, and Maryland MTA. This helps account for the success of Gaithersburg developments when viewed in the larger regional context.

Section IV: Planning and Development Process

- (A) Did your jurisdiction identify any recommendations for improving the planning and development process within the jurisdiction? Y N

1. If no, go to (B). If yes, what were those recommendations?

In 2012, the City initiated and adopted two significant amendments to the Adequate Public Facilities Ordinance. Text Amendment T-404 created a mechanism for the school test that permits the Mayor and City Council to grant a waiver of the existing 110% school capacity standard provided certain standards are met. This amendment reduced school capacity restrictions on development within the Frederick Avenue corridor and Olde Towne. Text Amendment T-405 amended the level of trip generation which triggers the submission of a traffic impact study as well as the timing for submission of a preliminary and final traffic study. Both of these modifications helped to remove significant barriers to development within the City.

- (B) Did your jurisdiction adopt any ordinances or regulations needed to implement the 12 planning visions under [§1-201 of the Land Use Article](#)? Y N

1. If no, go to *Section V: Measures and Indicators*.
2. If yes, what were those changes?

Annual Report Worksheet

Annual Report Worksheet Reporting Year 2012

Section V: Measures and Indicators

(Note: The Measures and Indicators Sections (D) – (G) are only required for jurisdictions issuing more than 50 new residential building permits in the reporting year).

(A) In the **Total** column in *Table 1, New Residential Permits Issued (Inside and Outside the PFA)* in (C) below, enter the total number of new residential building permits issued in 2012. Enter 0 if no new residential building permits were issued in 2012.

(Note: For annual reporting purposes, tabulate the amount of new residential building permits issued at time your jurisdiction has granted the ability for a new residential unit to be constructed. It does not mean that the unit has been constructed, will be constructed, or is occupied. If your local definition of building permit varies, please indicate the definition used to tabulate new residential building permits.)

(B) In the **PFA** column in *Table 1*, enter the total number of permits issued inside the Priority Funding Area (PFA). Enter 0 if no new residential building permits issued inside the PFA in 2012.

(C) In the **Non-PFA** column in *Table 1*, enter the total number of permits issued outside the PFA. Enter 0 if no new residential building permits issued outside the PFA in 2012.

Table 1: New Residential Permits Issued (Inside and Outside the PFA)

Residential	PFA	Non - PFA	Total
# New Residential Permits Issued	168	0	168
# Dwelling Units included in Residential Permits Issued	1,132	0	1,132

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(D) If the **Total** number of new residential permits in *Table 1* is less than 50, then *Tables 2A and 2B* are optional and can be used to locally monitor changes less than 50 permits. Skip to (E) if the **Total** number of new residential permits in *Table 1* is 50 or more.

Table 2A: Amount of Residential Growth (Inside and Outside the PFA)

Residential	PFA	Non - PFA	Total
# Total New Units Approved	291	0	291
# Existing Units Removed	-1	0	-1
Net New Units Approved	290	0	290
# Units Constructed (completed/finaled)	682	0	682
# Minor Subdivisions (Plats) Approved	3	0	3
# Major Subdivisions (Plats) Approved	3	0	3
Total Approved Subdivision (Plat) Area (Gross Acres)	5.1	0	5.1
# Residential Lots Recorded	73	0	73
Total Recorded Lot Area (Net Acres)	5.1	0	5.1

Table 2B: Amount of Commercial Growth (Inside and Outside the PFA)

Commercial	PFA	Non - PFA	Total
# New Permits Issued	9	0	0
# New Lots Recorded	9	0	9
Total New Square Feet Approved (Gross)	44148	0	44148
Existing Square Feet Removed (Gross)	-38,090	0	-38,090
Net New Square Feet Approved	6058	0	6058
Total New Sq. Ft. Constructed (Gross)	34718	0	34718

(E) Were more than 50 new residential building permits issued in 2012? Y N

1. If no, then the remainder of this Section is optional. Skip to *Section VI: Locally Funded Agricultural Land Preservation*.
2. If yes, then complete *Tables 3-5* for Residential Growth and *Tables 6-8* for Commercial Growth in (F) and (G) below.

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(F) Amount, Net Density and Share of Residential Growth:

(Note: To calculate the amount, net density and share of residential growth, jurisdictions must identify the total number of new residential building permits issued; the total number of new residential units approved; the total number of new residential lots approved; the total approved gross acreage of new residential subdivisions; and net lot area. A number of values are repeated in Tables 1-5. Be sure to enter consistent values for each similar category used in these tables.)

Table 3: Amount of Residential Growth (Inside and Outside the PFA)

<u>Residential</u>	PFA	Non - PFA	Total
# Permits Issued	168	0	168
# Units Approved	291	0	291
# Units Constructed	592	0	592
Total Approved Preliminary Subdivision Area (Gross Acres, Residential)	3.0	0	3.0
# Preliminary Subdivision Lots Approved (Residential)	1	0	1

Table 4: Net Density of Residential Growth (Inside and Outside the PFA)

<u>Residential</u>	PFA	Non - PFA	Total
# Units Approved	291	0	291
Total Approved Lot Size (Net Acres)	3.0	0	3.0

Table 5: Share of Residential Growth (Inside and Outside the PFA)

<u>Residential</u>	PFA	Non - PFA	Total
# Units Approved	291	0	291
% of Total Units (# Units/Total Units)	100%	0%	100%

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(G) Amount, Net Density and Share of Commercial Growth:

(Note: To calculate the amount, net density and share of commercial growth, jurisdictions must identify the total number of new commercial permits issued; the total square footage of the commercial building approved; the total number of new commercial lots approved; and the total approved subdivision net lot area, in acres, for commercial subdivisions. The total building square footage and total lot size values should be the same for Tables 6-8. For annual report purposes, all approved square footage (gross) should be tabulated, with the understanding that not all building square footage reported may be used for commercial or retail related activities. Commercial growth should include retail, office, hotel, industrial uses and may include other uses, such as, mixed-use, institutional and agricultural structures, if approved for commercial use.)

Table 6: Amount of Commercial Growth (Inside and Outside the PFA)

Commercial	PFA	Non - PFA	Total
# New Commercial Permits Issued	14	0	14
New Commercial Permits Issued for Buildings – Square Feet (Gross)	487600	0	487600
New Commercial Permits Issued for Parking Structures –Square Feet (Gross)	718,103	0	718,103
Non-residential Use and Occupancy Permits Issued	174	0	174
# Preliminary Subdivision Lots Approved (Non-residential)	3	0	3
Total Preliminary Subdivision Area (Gross Acres, Non-residential)	3.3	0	3.3

Table 7: Net Density of Commercial Growth (Inside and Outside the PFA)

Commercial	PFA	Non – PFA	Total
Approved Building Square Feet (Gross)	6058	0	6058
Total Approved Lot Size (Net Acres)	3.3	0	3.3

Table 8: Share of Commercial Growth (Inside and Outside the PFA)

Commercial	PFA	Non – PFA	Total
Approved Building Square Feet (Gross)	6058	0	6058
Percent of Total Building Sq. Ft. (Bldg. Sq. Ft./Total Sq. Ft.)	100%	0%	100%

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Section VI: Locally Funded Agricultural Land Preservation

(A) How many acres were preserved using local agricultural land preservation funding? Enter 0 if no acres were preserved using local funds.

0 Acres.

Section VII: Local Land Use Percentage Goal

(A) Is all land within the boundaries of the jurisdiction in a PFA? Y N

1. If yes, then the local land use percentage goal does not need to be established. Skip to *Section VIII: Development Capacity Analysis*.
2. If no, then the jurisdiction must establish a local percentage goal to achieve the statewide land use goal to increase the current percentage of growth located inside the PFAs and decrease the percentage of growth located outside the PFAs. Go to (B).

(B) What is the jurisdiction's established local land use percentage goal? %

(C) What is the timeframe for achieving the local land use percentage goal? Years.

(D) Has there been any progress in achieving the local land use percentage goal?

(E) What are the resources necessary for infrastructure inside the PFAs?

(F) What are the resources necessary for land preservation outside the PFAs?

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Section VIII: Development Capacity Analysis (DCA)

- (A) Has an updated DCA been submitted with your Annual Report or to MDP within the last three years?

(Note: A DCA is required every 3-years and whenever there is a significant change in zoning or land use pattern. See §1-208(c)(1)(iii) of the Land Use Article. A DCA may be submitted independently from the Annual Report, such as, part of a comprehensive plan update.)

Y N

1. If no, explain why an updated DCA has not been submitted, such as, no substantial growth changes, etc.

Gaithersburg is an established city surrounded by an established suburban built-up area of Montgomery County. While some “greenfield” development opportunities exist, the majority of anticipated development within the City and Maximum Expansion Limits (MEL) will consist of redevelopment of existing areas into a higher density of residential units and the potential of additional non-residential uses. The amount of development in the established Euclidean residential zones is not expected to be significant, particularly in the largest residential zone (R-A), which also serves as an “open space” zone with no additional residential units to be built. Within the other Euclidean residential zones, certain areas have been or are anticipated to be rezoned into a higher-density mixed use zone to facilitate and encourage redevelopment, while fulfilling the City and State goals of smart growth. Because of the City’s unique character, a residential development capacity analysis does not provide an adequate or complete picture of anticipated growth over the next 20-30 years. City staff continues to monitor growth patterns to ensure that they are consistent with the development analyses included in the adopted Municipal Growth Element and will initiate an update of that Element if the growth patterns begin to deviate.

2. If yes, then skip to (C):

(Note: For additional guidance on how to conduct a Development Capacity Analysis, see the Estimating Residential Development Capacity Analysis Guidebook, August 2005, located in the Planning Guide section of the MPD website:

<http://planning.maryland.gov/OurProducts/publications.shtml#ModelsGuidelines>

MDP provides technical assistance to local governments in completing development capacity analyses. Please contact your MDP regional planner for more information.)

- (B) When was the last DCA submitted? Identify Month and Year: April 2009 (Municipal Growth Element of the 2003 Master Plan)

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- (C) After completing the DCA, provide the following data on capacity inside and outside the PFA in Table 9, Residential Development Capacity (Inside and Outside the PFA):

Table 9: Residential Development Capacity (Inside and Outside the PFA)

Parcels & Lots w/ Residential Capacity	PFA	Non – PFA	Total
Residentially Zoned Acres (Euclidean)	2645.08	0	2645.08
Total Existing Units	15506	0	15506
Units Permitted Under Zoning Density	20223	0	20223
Capacity (Units) Remaining	4,717	0	4,717

Source: Municipal Growth Element, April 2009.

Section XI: Adequate Public Facility Ordinance (APFO) Restrictions (Section IX is only required by jurisdictions with adopted APFOs)

- (A) Does your jurisdiction have any adopted APFOs? Y N

1. If no, skip this Section.
2. If yes, go to (B).

- (B) Has any APFO resulted in a restriction within the Priority Funding Area? Y N

1. If no, skip this Section.
2. If yes, then complete (C) – (I) below for each restriction.

- (C) What is the type of infrastructure affected? (List each for Schools, Roads, Water, Sewer, Stormwater, Health Care, Fire, Police or Solid Waste.)

Schools.

- (D) Where is each restriction located? (Identify on a map if possible).

See attached map for school restrictions.

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(E) Describe the nature of what is causing each restriction.

The City's APFO restricts the approval of residential preliminary plans where school capacity exceeds 110% of programmed capacity five years in the future. In 2012, multiple schools exceeded this capacity limitation. While there were no development plans submitted in areas where restrictions existed, the existence of the restriction would prevent the development community from developing plans for those portions of the city.

(F) What is the proposed resolution of each restriction (if available)?

The City does not have authority over schools within the corporate limits, and as such, does not have the ability to directly resolve school capacity issues. The Mayor and City Council has provided for a waiver provision within our APFO, however, this provision has limited applicability and will not entirely resolve the restriction.

(G) What is the estimated date for the resolution of each restriction (if available)?

(H) What is the resolution that lifted each restriction (if applicable)?

(I) When was each restriction lifted (if applicable)?

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Section X: Submitting Annual Reports and Technical Assistance

- (A) Annual Reports may be submitted via email to ddahlstrom@mdp.state.md.us (preferred) or one copy may be mailed to:

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

- (B) Annual Reports should include a cover letter indicating that the Planning Commission has approved the Annual Report and acknowledging that a copy of the Annual Report has been filed with the local legislative body. The cover letter should indicate a point of contact(s) if there are technical questions about your Annual Report.

1. Was this Annual Report approved by the planning commission/board? Y N
2. Was this Annual Report filed with the local legislative body? Y N
3. Does the cover letter:
 - a. Acknowledge that the planning commission/board has approved the Annual Report . Y N
 - b. Acknowledge that the Annual Report has been filed with the local legislative body? Y N
 - c. Indicate a point of contact(s)? Y N

- (C) You may wish to send an additional copy of your Annual Report directly to your MDP Regional Office via email (preferred) or hardcopy.

- (D) If you need any technical assistance in preparing or submitting your reports, our Regional Planners are available to assist you. Regional Planner contact information can be found at:

<http://planning.maryland.gov/OurWork/localplanning.shtml>

- (E) If you have any suggestions to improve this worksheet or any of the annual report materials, please list or contact David Dahlstrom at ddahlstrom@mdp.state.md.us.