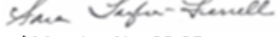


City of Rockville

City Hall
111 Maryland Ave
Rockville, MD 20850

Approved: 

Attest: 
Approved Meeting No. 08-25
March 17, 2025



Meeting Minutes

Monday, March 3, 2025

5:30 PM

Meeting No. 07-25

WebEx

Mayor and Council

Attendee Name	Title	Status
Monique Ashton	Mayor	Present
Kate Fulton	Councilmember	Present
Barry Jackson	Councilmember	Present
David Myles	Councilmember	Present
Izola Shaw	Councilmember	Present
Marissa Valeri	Councilmember	Present
Adam Van Grack	Councilmember	Present

1. Convene

Mayor and Council convened in a Hybrid Open Meeting at 5:35 p.m. on Monday, March 3, 2025, in the Mayor and Council Chambers, City Hall, 111 Maryland Avenue, Rockville, Maryland, and via Webex.

Staff Present: City Manager Jeff Mihelich, City Attorney Robert E. Dawson, and City Clerk/Director of Council Operations Sara Taylor-Ferrell.

2. Pledge of Allegiance

Mayor Monique Ashton led the Pledge of Allegiance.

3. Proclamation and Recognition

A. Recognition of The Rockville-Montgomery Swim Club Achieving 2024 Gold Medal Status and Being Ranked #9 in the United States by USA Swimming

Councilmember David Myles read and presented the certificate of recognition to the director, coaches and High School senior swimmers of the Rockville-Montgomery Swim Club for achieving 2024 Gold Medal status and for being ranked #9 in the United States by USA Swimming.

Joining the Mayor and Council to celebrate these achievements are some of the coaches and swimmers:

Coaches:

Dave Greene
Akshay Gandhi

Swimmers (All seniors in HS)

Jaden Hou
Alyssa Kwon
Giselle Yanes
Megan O'Hara
Vincent Lee
Ethan Qian
Tyler Kim

B. Recognition of the Richard Montgomery High School 2024 Girls Individual Cross Country State Championship, and 2025 Indoor Track Girls 3200 Meter Championship Winner

Councilmember Adam Van Grack read and presented certificates of recognition to Richard Montgomery High School senior Emma Covalito for her 2024 Girls Individual Cross Country State

Championship win, and her 2025 Girls Individual Indoor Track Girls 3200 Meter Championship win.

C. Proclamation Declaring March 9-15, 2025, as MS (Multiple Sclerosis) Awareness Week

Councilmember Marissa Valeri moved the Proclamation Declaring March 9-15, 2025, as MS (Multiple Sclerosis) Awareness Week in Rockville, Maryland.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Marissa Valeri, Councilmember
SECONDER:	Adam Van Grack, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

D. Proclamation Declaring March 10, 2025, as Harriet Tubman Day in Rockville, Maryland

Councilmember Mayor Monique Ashton read, and Councilmember Izola Shaw moved the Proclamation Declaring March 10, 2025, as Harriet Tubman Day in Rockville, Maryland, and presented it to Sheila Bashiri, Principal Planner, City of Rockville Community Planning and Development Services.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Izola Shaw, Councilmember
SECONDER:	Adam Van Grack, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

E. Proclamation Declaring March 29, 2025, as National Vietnam War Veterans Day in Rockville, Maryland

Councilmember Barry Jackson moved the Proclamation Declaring March 29, 2025, as National Vietnam War Veterans Day in Rockville, Maryland, and presented it to Randy Phillipp, US Navy, Commander of Henderson, Smith, Edmonds American Legion Post 86, Levelle Ferrell, US Army (Vietnam Veteran) and James Crampton, US Army (Vietnam Veteran).

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Barry Jackson, Councilmember
SECONDER:	Marissa Valeri, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

F. Proclamation Declaring March 2025, as Women's History Month

Councilmember Kate Fulton moved the Proclamation Declaring March 2025, as Women's History Month in Rockville, Maryland, and presented it to former City of Rockville Councilmember Virginia Onley.

RESULT: APPROVED [UNANIMOUS]	
MOVER:	Kate Fulton, Councilmember
SECONDER:	Barry Jackson, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

THE MAYOR AND COUNCIL WENT INTO A BRIEF RECESS AT 5:59 PM. THE MAYOR AND COUNCIL RECONVENED AT 6:35 P.M.

4. Agenda Review

City Clerk/Director of Council Operations Sara Taylor-Ferrell reported changes to agenda item #12A Work session on the Zoning Ordinance Rewrite (ZOR) focusing on development review process improvements (FAST 2) and added agenda item #14A 2025 State Legislation.

5. City Manager's Report

The City Manager reported that the National Fraternal Order of Police showcased the Rockville Police Department's community engage activity, and stated, "The Rockville Police Department Community Engagement Program has set the standard for police departments to follow and is second to none."

6. Boards and Commissions Appointments and Reappointments - NONE

7. Community Forum

There were no Community Forum speaker, and Community Forum closed at 6:38 p.m.

8. Special Presentations - NONE

9. Consent Agenda - NONE

10. Public Hearing

A. Public Hearing on Zoning Text Amendment TXT2025-00268, To Modify the Parking Requirements for Certain Residential Dwellings; Mayor and Council of Rockville, Applicants

Chief of Zoning, Jim Wasilak provided an overview on Zoning Text Amendment TXT2025-00268, To Modify the Parking Requirements for Certain Residential Dwellings.

The Mayor and Council initiated this Zoning Ordinance Text Amendment to address the issue of townhouse units that were constructed with one of the required parking spaces not meeting the minimum width dimension of nine (9) feet.

Staff recommends that the Mayor and Council conduct the public hearing on the proposed Zoning Text Amendment Townhouse MPDU Parking Ordinance.

Questions from the Mayor and Council were addressed by the staff. The Mayor and Council provided their thoughts and comments.

The Public Hearing opened at 6:43 p.m.

	NAME
1.	Kimberley M. O'Halloran-Perez Legal Counsel – Tower Oaks HOA
2.	Carla Galfano
3.	Irene Bowen
4.	Mohammad Sahif Sofizada
5.	David Saffan
6.	Carla Galfano

The complete testimony of this evening's speakers can be found in the official Public Hearing record in the City Clerk/Director of Council Operations' office. There being no further speakers testifying, the Public Hearing Closed at 7:25 p.m.

FURTHER DISCUSSION

March 3, 2025, Agenda item 10A.

https://rockvillemd.granicus.com/player/clip/5026?view_id=2&redirect=true

Timestamp 29:44

11. Action Items

- A. Consider Approval of an Ordinance to grant Zoning Text Amendment TXT2025-00268, to Modify Parking Requirements for Certain Residential Dwellings; Mayor and Council of Rockville, Applicant**

Chief of Zoning, Jim Wasilak provided an overview on Zoning Text Amendment TXT2025-00268, To Modify the Parking Requirements for Certain Residential Dwellings.

The Mayor and Council initiated this Zoning Ordinance Text Amendment to address the issue of townhouse units that were constructed with one of the required parking spaces not meeting the minimum width dimension of nine (9) feet.

Staff recommends that the Mayor and Council conduct the public hearing on the proposed Zoning Text Amendment (see Attachment 1 above – Draft Townhouse MPDU Parking Ordinance).

If approved, the ZTA will only require one parking space per lot for certain townhome units in Rockville.

Proposed ZTA will:

1. Only apply to townhouse MPDUs within Planned Developments (PDs);
2. Require on-street parking spaces be provided at a rate of 0.5 spaces per townhouse unit within the approved site plan containing the affected units to ensure sufficient parking exists; and
3. Allow for the reduction if a major point of pedestrian access from the unit’s development is within seven-tenths of a mile (3,696 feet) walking distance of a transit station entrance shown on the Washington Metropolitan Area Transit Authority Adopted Regional Rail Transit System or a bus stop or there is a parking facility available to the public within 1,000 feet of this major point of pedestrian access.

The effect of the ZTA is expected to resolve issues at Tower Oaks by:

- Allowing the smaller non-compliant garage space to not be considered a parking space;
- Allowing for construction in the area containing the noncompliant parking space with proper city approvals; and
- Removing the current zoning noncompliance status for such units while not changing the minimum city-wide requirement for two (2) spaces per lot per townhouse unit with three or more bedrooms.

Questions from the Mayor and Council were addressed by the staff. The Mayor and Council provided their thoughts and comments.

Councilmember Marissa Valeri introduced the ordinance to grant Zoning Text Amendment TXT2025-00268, to modify parking requirements for certain residential dwellings.

Councilmember Barry Jackson moved to waive the layover period.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Barry Jackson, Councilmember
SECONDER:	Adam Van Grack, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

Councilmember Kate Fulton moved to approve the ordinance to grant Zoning Text Amendment TXT2025-00268, to modify parking requirements for certain residential dwellings.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Kate Fulton, Councilmember
SECONDER:	Izola Shaw, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

FURTHER DISCUSSION

March 3, 2025, Agenda item 11A.

https://rockvillemd.granicus.com/player/clip/5026?view_id=2&redirect=true

Timestamp 1:16:34

B. Consider Approval of the Proposed FY26 Federal Earmark Requests

Assistant to the City Manager, Linda Moran provided Mayor and Council with a brief overview of the proposed FY 2026 federal earmark requests.

A staff team from the City Manager's Office, and the departments of Public Works, Recreation and Parks, and Police reviewed the earmark guidelines and considered potential projects. The proposed projects reflect staff's review and guidance received from the Offices of Senator Alsobrooks and Senator Van Hollen, which we believe would well position the City to receive an FY26 earmark.

Staff Recommended FY26 Rockville Earmarks:

Staff recommends the City apply for earmark funding allocated through EPA's State and Tribal Assistance Grants (STAG) program. The STAG program provides funding for the construction and modification of municipal sewage or drinking water treatment plants, the replacement of sewer and water pipes, activities to facilitate compliance with primary national drinking water regulations, and planning and design work. This funding opportunity would empower the City to leverage federal resources and tackle crucial infrastructure challenges. Staff recommends the Mayor and Council approve the following projects, in the priority order listed below, for submittal through the Federal appropriations process. Should the City secure this vital funding it will enable Rockville to build a stronger water system for the Rockville community.

- 1. Disadvantaged Community (DAC) Orangeburg Lateral Replacement (80/20 cost share) - \$2,520,000**
- 2. Lead Service Line Inventory Investigation (80/20 funding split) - \$500,000**

Questions from the Mayor and Council were addressed by the staff. The Mayor and Council provided their thoughts and comments.

Next Steps

Following Mayor and Council approval, staff will submit the approved FY26 earmark requests by the Senate's March 7 deadline. When the House submittal date is established, staff will submit the approved FY26 earmark requests in accordance with the deadline. Staff will inform the Mayor and Council on whether the Federal Delegation selects any of Rockville's FY26 earmark projects to move forward.

Mayor and Council provided consensus for staff to proceed with FY26 federal earmark requests.

FURTHER DISCUSSION

March 3, 2025, Agenda item 11B.

https://rockvillemd.granicus.com/player/clip/5026?view_id=2&redirect=true

Timestamp 1:26:30

12. Worksession

A. Worksession Results Rockville

Assistant City Manager Dave Gottesman provided an overview of the Results Rockville framework.

Staff recommends that the Mayor & Council accept the presentation, ask any questions pertaining to the work involved, and share any reactions to the questions posed.

The requested feedback from the body is:

1. Does the Mayor & Council support the Results Rockville framework?
2. How might we most effectively share and promote the Results Rockville products with our community and other stakeholders?

Questions from the Mayor and Council were addressed by the staff. The Mayor and Council provided their thoughts and comments.

There was an identified need to modernize how the City of Rockville work, create efficiencies, increase transparency and accountability, and allow people both inside and outside of government to get a real-time window into the status of the work being performed by the city.

The city evaluated a variety of products in the marketplace before selecting Envisio; we are leveraging three modules: Plans, Projects, and Analytics.

The City Manager's office has rolled out the Envisio product to City departments.

Next Steps

If the Mayor & Council have actionable feedback and/or recommendations that can be incorporated into the framework and related activities, staff will strive to add them to the current set of Next Steps for this initiative, which are:

- Complete the build-out of dashboards for: 2040 Comp Plan, FAST Phase 2, HCD Housing Strategies
- Working with CCE on a Landing Page and the public-facing pieces
- Add additional existing plans whether they are standalone or fold into other plans (Town Center Master Plan into the 2040 Comp Plan, Pedestrian Master Plan into Vision Zero, etc.)
- Continually add new plans as they get approved (JEDI, etc.)
- Leverage the Analytics Module to house the city's performance measures and link them to their relevant plans where appropriate
- Build additional dashboards to display administrative data

Mayor and Council provided consensus for staff to continue with the Envisio product the Next Steps identified.

FURTHER DISCUSSION

March 3, 2025, Agenda item 12A.

https://rockvillemd.granicus.com/player/clip/5026?view_id=2&redirect=true

Timestamp 1:30:20

THE MAYOR AND COUNCIL WENT INTO A BRIEF RECESS AT 8:25 P.M. THE MAYOR AND COUNCIL RECONVENED AT 8:40 P.M.

Special Note: Councilmember Kate Fulton left the meeting at 8:38 p.m.

B. Work session on the Zoning Ordinance Rewrite (ZOR) focusing on development review process improvements (FAST 2).

Chief of Zoning, Jim Wasilak, and Development Services Manager, John Foreman provided an overview of the Zoning Ordinance Rewrite (ZOR) focusing on the development review process improvements (FAST 2).

Recommendation

Staff recommends that the Mayor and Council receive the presentation, discuss, and provide direction on the recommended development process improvements.

The following feedback was requested from the Mayor and Council to guide next steps:

- Do you support the proposed streamlined Project Plan process?
- Do you support the proposed streamlined process for Planned Development Amendments?
- Do you support the development types proposed for administrative site plan approvals?

Improving the development process directly relates to three of the Mayor and Council's primary guiding principles:

1. Housing
2. Economic Development, and
3. Effective and Efficient Service Delivery

Mayor and Council have explicitly stated the expectation that development and permitting processes must significantly change and be streamlined to attract more economic development and significantly increase the market rate and affordable housing in the City. At the September 16, 2024, work session on Housing Supply strategies, the Mayor and Council endorsed the following strategies:

- Streamline the development review process.
- Provide applicants for new housing developments with speed, predictability, and certainty with administrative approvals.

Administrative approvals offer numerous benefits for housing production, economic development, and job creation. The timeline for administrative approvals is typically shorter, more efficient, and more predictable, reducing project cost, delays, and uncertainty for applicants; this, in turn, encourages

development. Administrative approvals at a staff level allow for a faster and more efficient decision-making process. Streamlined approval processes can increase confidence among developers and increase the likelihood of investment in the community. Staff are trained in consistent interpretation and application of the city's development regulations, which reduces risk for the applicant.

The housing crisis has led to a significant economic development issue. The lack of affordable housing has lasting impacts on the local workforce and can hinder businesses from attracting and retaining the talent they need, thereby hindering growth and deterring new businesses from moving in.

Staff agrees that our processes are much longer than they should be and should be changed to create efficiency, and effectiveness, and remove some of the risk of developing in Rockville.

The Mayor and Council adopted the Rockville 2040 Comprehensive Plan in 2021. The recently adopted Town Center Master Plan establishes a goal of 3,000 units for Planning Area 1 by 2040.

The Zoning Ordinance Rewrite project provides an opportunity to create new development standards for all site plans to address items that are now required by conditions on a case-by-case basis.

The City has been working on changes to the development review and permitting processes for a number of years. In October 2018, the Mayor and Council endorsed an important City project entitled FAST (Faster, Accountable, Smarter, and Transparent – Improvements to Permitting and Development Review Processes).

Recommendations for Development Process Improvements

- A. Streamline the Project Plan process to be achievable within six months
- B. Streamline the Planned Development (PD) amendment process to be achievable within 6 months.
- C. Designate certain mixed-use district developments for administrative site plan approval.
- D. Designate additional project types for administrative site plan approval.

Next Steps

Staff will draft revised processes in the Zoning Ordinance Rewrite (ZOR) based on the direction from the Mayor and Council. The draft language will be presented for public review and discussion and further direction from the Mayor and Council through the ZOR process.

After a lengthy discussion, Mayor and Council requested feedback from the Planning Commission on different ways from other jurisdictions and their processes.

FURTHER DISCUSSION

March 3, 2025, Agenda item 12B.

https://rockvillemd.granicus.com/player/clip/5026?view_id=2&redirect=true

Timestamp 2:19:48

13. Mock Agenda

A. Mock Agenda

The next Mayor and Council meeting is March 17.

14. Old / New Business

A. 2025 State Legislation - Review and Comment

City Manager Jeff Mihelich provided Mayor and Council with a brief overview of the proposed 2025 State Legislative Bills.

Questions from the Mayor and Council were addressed by the staff. The Mayor and Council provided their thoughts and comments.

Legislation requiring action from Mayor and Council and/or City staff.

- HB 693 - Small Business Truth in Lending Act (CM Valeri will provide testimony on March 4)
- HB 1370 - Regional Transportation Authority (Mayor and Council support this bill; CM Valeri will provide testimony at the March 5 House meeting, and City staff will provide testimony for the Senate Bill)
- SB 579 – Income Tax – Subtraction Modification – Public Safety Employee Retirement (Mayor and Council support this bill, and CM will provide testimony on March 6)
- HB 1173 (MC-17-25) - Montgomery County - Speed Monitoring Systems - High Risk Highways (Staff is compiling answers to Mayor and Council questions to send to Senator Kagan)

FURTHER DISCUSSION

March 3, 2025, Agenda item 14A.

https://rockvillemd.granicus.com/player/clip/5026?view_id=2&redirect=true

Timestamp 3:52:47

15. Adjournment

There being no further business, the meeting adjourned at 10:19 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Izola Shaw, Councilmember
SECONDER:	Adam Van Grack, Councilmember
IN FAVOR:	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack