



MAYOR AND COUNCIL

Meeting No. 07-25
Monday, March 3, 2025 - 5:30 PM

AGENDA

Agenda item times are estimates only. Items may be considered at times other than those indicated.

Any person who requires assistance in order to attend a City meeting should call the ADA Coordinator at 240-314-8108.

Translation Assistance

Individuals who wish to participate in-person at Mayor and Council meetings during Community Forum or Public Hearings and who may need assistance with translation service other than English, please contact the City Clerk's Office at 240-314-8280, 3 business days prior to the meeting date (the Wednesday before the Monday meeting) or email at cityclerk@rockvillemd.gov, or by using this form: <https://www.rockvillemd.gov/FormCenter/City-Clerk-11/Sign-Up-for-Translation-Assistance-at-Co-368>

Note: In-Person Speakers will be called upon to speak before those who have signed up to speak virtually for Community Forum and Public Hearings.

In-Person Attendance

Community members attending in-person who wish to speak during Community Forum, or a Public Hearing, should sign up using the form at the entrance to the Mayor and Council Chamber. In-person speakers will be called upon in the order they are signed to speak and before virtual speakers.

Viewing Mayor and Council Meetings

The Mayor and Council are conducting hybrid meetings. The virtual meetings can be viewed on Rockville 11, Comcast, Verizon cable channel 11, livestreamed at www.rockvillemd.gov/rockville11, and available a day after each meeting at www.rockvillemd.gov/videoondemand.

Participating in Community Forum & Public Hearings:

If you wish to submit comments in writing for Community Forum or Public Hearings:

- Please email the comments to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the date of the meeting.

If you wish to participate virtually in Community Forum or Public Hearings during the live Mayor and Council meeting:

1. Send your Name, Phone number, For Community Forum and Expected Method of Joining the Meeting (computer or phone) to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the day of the meeting. Each speaker will receive 3 minutes.
2. Send your Name, Phone number, the Public Hearing Topic and Expected Method of Joining the Meeting (computer or phone) to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the

day of the meeting.

3. On the day of the meeting, you will receive a confirmation email with further details, and two Webex invitations: 1) Optional Webex Orientation Question and Answer Session and 2) Mayor & Council Meeting Invitation.
4. Plan to join the meeting no later than approximately 20 minutes before the actual meeting start time.
5. Read for <https://www.rockvillemd.gov/DocumentCenter/View/38725/Public-Meetings-on-Webex> meeting tips and instructions on joining a Webex meeting (either by computer or phone).
6. If joining by computer, Conduct a WebEx test: <https://www.webex.com/test-meeting.html> prior to signing up to join the meeting to ensure your equipment will work as expected.

Participating in Mayor and Council Drop-In (Mayor Ashton and Councilmember Jackson)

The next scheduled Drop-In Session will be held by phone or in-person on Monday, March 17 from 5:15-6:15 pm with Mayor Ashton and Councilmember Jackson. Please sign up by 10 am on the meeting day using the form at:

<https://www.rockvillemd.gov/formcenter/city-clerk-11/sign-up-for-dropin-meetings-227>

1. **Convene - 5:30 PM**
2. **Pledge of Allegiance**
3. **Proclamation and Recognition - 5:35 PM**
 - A. Recognition of The Rockville-Montgomery Swim Club Achieving 2024 Gold Medal Status and Being Ranked #9 in the United States by USA Swimming
 - B. Recognition of the Richard Montgomery High School 2024 Girls Individual Cross Country State Championship, and 2025 Indoor Track Girls 3200 Meter Championship Winner
 - C. Proclamation Declaring March 9-15, 2025, as MS (Multiple Sclerosis) Awareness Week
 - D. Proclamation Declaring March 10, 2025, as Harriet Tubman Day in Rockville, Maryland
 - E. Proclamation Declaring March 29, 2025, as National Vietnam War Veterans Day in Rockville, Maryland
 - F. Proclamation Declaring March 2025, as Women's History Month
4. **Agenda Review - 6:30 PM**
5. **City Manager's Report - 6:35 PM**
6. **Boards and Commissions Appointments and Reappointments - NONE**
7. **Community Forum - 6:45 PM**
8. **Special Presentations - NONE**

9. Consent Agenda - NONE**10. Public Hearing - 7:05 PM**

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

11. Action Items - 7:35 PM

- 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
- B. Consider Approval of the Proposed FY26 Federal Earmark Requests

12. Worksession - 8:15 PM

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

13. Mock Agenda - 10:15 PM

- A. Mock Agenda

14. Old / New Business - 10:20 PM

- A. 2025 State Legislation - Review and Comment

15. Adjournment - 10:30 PM



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: PROCLAMATION AND RECOGNITION
Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE
Responsible Staff: DANNY WINBORNE

Subject

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

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends Mayor and Council recognize the Rockville-Montgomery Swim Club on achieving Gold Medal Status in 2024 and being Ranked #9 in the nation by USA Swimming.

Discussion

RMSC Information

Rockville-Montgomery Swim Club (RMSC) is a joint program operated by both the City of Rockville Recreation and Parks Department at the Rockville Swim and Fitness Center (RSFC) and Montgomery County Recreation Department at their sites. The team was established in 1968 at Rockville, subsequently and expanded to Montgomery County when their facilities opened. Each site provides a full program for competitive swimmers at every level from mini-team through national caliber. The Rockville RMSC site currently serves over 450 youth and teen athletes in a well supervised, year-round program that fosters principles of sportsmanship, inclusivity, wellness, healthy competition and individual development. The City and County operate independently as far as day-to-day program administration (practice time allocation, registration, fee collection, swimmer selection, coach hiring and supervision, and customer correspondence) however regularly collaborate to ensure that team philosophy, competition plans and swimmer standards have general conformity across all sites. More information at www.rockvillemd.gov/rmsc and <https://rmscswimming.com/club-profile>.

Gold Medal Award Information

Rockville-Montgomery Swim Club, a joint program with Rockville Recreation and Parks and Montgomery County recreation departments, was named by USA Swimming as the No. 9 swim team in the United States for 2024 out of 2,800 registered clubs and awarded Gold Medal Status. 18-and-under athletes were eligible to earn points through pool and open-water competition performances between September 1, 2023, and August 31, 2024 and points were tallied on a team-wide basis to determine rankings. With more than 2,000 swim teams across

the United States, Gold Medal status recognizes the top 1% of those teams. More Information on the Gold Medal Award Program is available at:

<https://www.usaswimming.org/news/2024/10/30/usa-swimming-recognizes-2024-25-club-excellence-recipient>

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

Congratulations to all the members of the facility staff, coaching staff, swimmers, parents, supporters and everyone who has contributed to the Rockville-Montgomery Swim Club in any way. This is an outstanding achievement!

Attachments

Rockville-Montgomery Swim Club - 2024 Gold Medal Status - Ranked #9 in the U.S - by USA Swimming Final



CERTIFICATE OF RECOGNITION

On behalf of the residents of Rockville,

The Mayor and Council are pleased to present this certificate to

Athletes and Coaches **Rockville-Montgomery Swim Club**

In recognition of its many achievements, whereas Rockville-Montgomery Swim Club has been named by USA Swimming as the No. 9 swim team in the United States for 2024, out of 2,800 registered clubs and awarded *Gold Medal Status*. *Gold Medal Status* recognizes the top one percent of more than 2,000 swim teams across the United States. These honors show that hard work and dedication pay off! We celebrate your past, present and future success.




Monique Ashton, Mayor


Kate Fulton, Councilmember


Izola (Zola) Shaw, Councilmember


Barry Jackson, Councilmember


Mahasa Valeri, Councilmember


David Myles, Councilmember


Adam Van Grack, Councilmember

March 3, 2025



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: PROCLAMATION AND RECOGNITION
Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE
Responsible Staff: DANNY WINBORNE

Subject

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

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends Mayor and Council present Certificates of Recognition to Richard Montgomery student athlete:

- Emma Colavito – 2024 Maryland Girls Individual Cross Country State Championship Winner
- Emma Colavito – 2025 Indoor Track Girls 3200 Meter Championship Winner

Discussion

Emma's Coach, Mark Anderson provided staff with the details of her win:

On November 9 , 2025, Emma Colavito won the individual title at the 4A Cross Country Championships, covering the 3-mile course at Hereford High School in 18 minutes 53.80 seconds. The Hereford course, which has been hosting the State Meet for more than forty years, is widely regarded as the most difficult course in Maryland. The terrain and dramatic elevation changes pose a significant physical and mental challenge that tends to magnify any tactical errors by the competitors. Emma navigated the first half of the race flawlessly, maintaining contact with the lead group as other contenders began to succumb to the pace. With about a half mile to go after ascending Hereford's legendary hill known simply as "the dip", Emma found herself alone in second place, trailing only the leader Nya Stoian of BCC High School by 5 seconds. At that point Emma's fierce competitiveness and determination took over. The focus in her eyes was inspiring. She was truly "locked in". Over the last half mile of the race Emma was able to erase the deficit, drawing even with a few hundred meters remaining then sprinting home to a 4 second win and the first girls individual state cross country championship in the history of Richard Montgomery High School. An accomplishment made even more remarkable considering this year was Emma's first season running high school cross country.

Emma began running competitively as a Freshman at Richard Montgomery. She ran track her first three years at Richard Montgomery High School, and as previously stated this year was actually Emma's first season ever running cross country. Emma has committed to run for American University next year and will be studying neuro science. Emma's older sister Maya also ran while as a student at Richard Montgomery and currently attends and runs for McDaniel College.

Amazingly, staff learned that Emma recently won the Maryland State 2025 Indoor Track Girls 3200 meter Championship!

Mayor and Council History

The Mayor and Council recognize student achievement in City of Rockville High schools to acknowledge and celebrate hard work.

Attachments

ATTACHMENT 1 - Richard Montgomery High School Girls Cross Country - Individual 2024 State Championship - Certificate of Recognition - EMMA COLAVITO, ATTACHMENT 2 - Richard Montgomery High School Girls Indoor Track and Field - Individual 2025 State Championship - Certificate of Recognition - EMMA COLAVITO final



CERTIFICATE OF RECOGNITION

*On behalf of the residents of Rockville,
the Mayor and Council are pleased to present this certificate to*

EMMA COLAVITO

IN HONOR OF HER 2024 GIRLS CROSS COUNTRY INDIVIDUAL TITLE

We understand Emma began running competitively as a Freshman at Richard Montgomery and has since been a dedicated athlete to the sport. During the fall of 2024, Emma began running cross country and ended her incredible season with a Maryland State 4A Individual Cross Country Championship, covering the 3-mile course in 18 minutes 53.80 seconds at Hereford High School, widely regarded as the most difficult cross country course in Maryland!




Monique Ashton, Mayor


Kate Fulton, Councilmember


Izola (Zola) Shaw, Councilmember


Barry Jackson, Councilmember


Marissa Valeri, Councilmember


David Myles, Councilmember


Adam Van Grack, Councilmember

March 3, 2025



CERTIFICATE OF RECOGNITION

*On behalf of the residents of Rockville,
the Mayor and Council are pleased to present this certificate to*

EMMA COLAVITO

IN HONOR OF HER 2025 GIRLS INDOOR TRACK INDIVIDUAL TITLE

In addition to Emma's recent Fall 2024 Individual Cross Country Championship win, she just won the Maryland State 4A Indoor Track Girls 3200 Meter Championship!

Congratulations to Emma for being an incredible High School Student-Athlete!




Monique Ashton, Mayor


Kate Fulton, Councilmember


Izola (Zola) Shaw, Councilmember


Barry Jackson, Councilmember


Marissa Valeri, Councilmember


David Myles, Councilmember


Adam Van Grack, Councilmember

March 3, 2025



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: PROCLAMATION
Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE
Responsible Staff: DANNY WINBORNE

Subject

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

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends Mayor and Council read and approve the proclamation.

Discussion

MS Awareness Week: March 9-15, 2025

During MS Awareness Week, the National MS Society amplifies the voices of people living with MS. This year, we will ask everyone in the MS community to tell MS exactly what they think of it. Together, we can raise awareness, create community and stand up to this disease. The National MS Society will keep talking back to MS until we end MS for good.

Definition

Multiple sclerosis is a disease that causes breakdown of the protective covering of nerves. Multiple sclerosis can cause numbness, weakness, trouble walking, vision changes and other symptoms. It's also known as MS.

In MS, the immune system attacks the protective sheath that covers nerve fibers, known as myelin. This interrupts communication between the brain and the rest of the body. Eventually, the disease can cause permanent damage of the nerve fibers.

Symptoms of MS depend on the person, the location of damage in the nervous system and how bad the damage is to the nerve fibers. Some people lose the ability to walk on their own or move at all. Others may have long periods between attacks without any new symptoms, called remission. The course of the disease varies depending on the type of MS.

There's no cure for multiple sclerosis. However, there are treatments to help speed the recovery from attacks, modify the course of the disease and manage symptoms.

Theme for 2025

The theme for 2025 will center around raising awareness and speaking up about the realities of life with MS. That's why this MS Awareness Week we're saying **#LetsTalkMS**. We'll give you the tools to feel confident about speaking up.

Raise Awareness

Until We Find a Cure for Multiple Sclerosis

Tackling the complex challenges of multiple sclerosis calls for a comprehensive approach. It takes one-to-one MS Navigator support, advocacy for systemic change and resources and information to help people with MS feel more in control and less alone. Together, we are providing all of this and making progress toward cures for MS. But we can always do more to spread the word, to share research results and to empower people affected by MS to live their best lives. Although you can make a difference every day, MS Awareness Week and World MS Day are great ways to get involved and tell MS it ends with us!

Source: [Top-ranked Hospital in the Nation - Mayo Clinic](#)

Source: <https://www.nationalmssociety.org/>

Mayor and Council History

The Mayor and Council present this proclamation annually.

Public Notification and Engagement

World MS Day: May 30

World MS Day was initiated in 2009 by the [Multiple Sclerosis International Federation \(MSIF\)](#) and its global members, which includes the National MS Society. It unites individuals and organizations from around the world to raise awareness and move us closer to a world free of MS. Together we have reached hundreds of thousands of people around the world, with campaigns focusing on a different theme every few years. MSIF provides a toolkit of free resources to help everyone to take part in World MS Day. Anyone can use these tools or make their own. With them, you can shine a light on our efforts and create positive change in the lives of more than 2.8 million people around the world living with MS. Visit worldmsday.org to learn more and get involved.

Attachments

Attachment 1 - Proclamation Declaring March 9-15, 2025, as Multiple Sclerosis Awareness Week in Rockville, Maryland



WHEREAS, Multiple Sclerosis (MS) is a neurological disease of the central nervous system, affecting nearly 1 million people in the United States alone; and

WHEREAS, Multiple Sclerosis generally strikes people in the prime of life, between ages 20 through 50, and the cause and course of the often debilitating symptoms of Multiple Sclerosis remain unknown and no cure currently exists; and

WHEREAS, the National Multiple Sclerosis Society has been committed for 79 years to a world free of MS, heightening public knowledge about and insight into the disease; and

WHEREAS, since 1946 the National Multiple Sclerosis Society has been a driving force of Multiple Sclerosis research, relentlessly pursuing prevention, treatments and a cure, and has invested more than \$1 billion in groundbreaking research; and

WHEREAS, funds raised through the National Multiple Sclerosis Society fuel nearly \$40 million investing in 123 new research projects at the best medical centers, universities and other institutions throughout the U.S. and abroad, leading to many breakthroughs in the treatment of Multiple Sclerosis; and

WHEREAS, stopping Multiple Sclerosis in its tracks, restoring what has been lost, and ending Multiple Sclerosis forever is the mission of the National Multiple Sclerosis Society and one that all Americans should support; and

WHEREAS, the City of Rockville recognizes the importance of finding a cause and cure for Multiple Sclerosis and expresses its appreciation for the dedication that the National Multiple Sclerosis Society has shown toward creating a world free of Multiple Sclerosis;

NOW, THEREFORE the Mayor and Council, do hereby proclaim and recognize **March 9-15 2025**, as **Multiple Sclerosis Awareness Week**, and we encourage all Rockville residents to learn more about Multiple Sclerosis and what they can do to support individuals with Multiple Sclerosis and their families.



 Kate Fulton, Councilmember	 Monique Ashton, Mayor
 Barry Jackson, Councilmember	 Izola (Zola) Shaw, Councilmember
 David Myles, Councilmember	 Marissa Valeri, Councilmember
	 Adam Van Grack, Councilmember

March 3, 2025



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: PROCLAMATION
Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE
Responsible Staff: DANNY WINBORNE

Subject

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

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends Mayor and Council Read and approve the proclamation, and present to Sheila Bashiri, Principal Planner, City of Rockville Community Planning and Development Services.

Discussion

Harriet Tubman Day is an American holiday in honor of the anti-slavery activist [Harriet Tubman](#), observed on March 10, and in the U.S. state of New York. Observances also occur locally around the U.S. state of Maryland. After [Juneteenth](#) became a federal holiday, there are growing calls for this day to also be observed at the federal level.

The holiday was approved as Public Law 101-252 by the 101st Congress in a joint resolution on March 13, 1990. The law was considered and passed by the [U.S. Senate](#) on March 6, 1990 and then was considered and passed through the [U.S. House of Representatives](#) on March 7, 1990. U.S. President [George H. W. Bush](#) gave Proclamation 6107 on March 9, 1990 proclaiming the holiday.

The holiday is celebrated in the State of Maryland and New York.

"Wild Futures: Taking Flight"

Each year, on March 10, Harriet Tubman Day, we in The Harriet Tubman Department of Women, Gender and Sexuality Studies, at the University of Maryland, College Park, sound the call to gather. This year, our theme, **"Wild Futures: Taking Flight,"** invites us to reflect on the relationship between the natural world and freedom. How did those fleeing enslavement navigate the terrain that served as a pathway out of slavery, and what kinds of knowledge might they have drawn upon as they took flight? How does navigating the "wild" serve as a metaphor, not for rugged individualism but for collective becoming? What do we learn by considering the relationship between nature and flight – forests, swamps and seasons?

Pursuing the relationship between Blackness and the natural environment not only helps us to understand the urgency of moving toward freedom but also to further interrogate the ways that Blackness has been written out of access to and knowledge of the natural world. This year, we ask you to gather with us “into the wild to watch the sky, climb a tree, and dream the future.”

History

Harriet Tubman was born as Araminta Ross to enslaved parents, Harriet Green and Benjamin Ross in Dorchester County, Maryland in 1822. She had eight brothers and sisters, which would soon change when three of her sisters were sold, never to be seen again. Tubman’s drive for justice began early when at the age of 12, she stepped in the way of an overseer throwing a two-pound metal weight at a slave that was attempting to escape. This blow to the head left Tubman with a lifetime of severe headaches and narcolepsy, causing her to fall into deep sleeps at random.

Even though slaves were not legally allowed to marry, she entered a marital union with John Tubman, a free black man, in 1844. She changed her last name from Ross to Tubman and took her mother’s first name, Harriet. Upon hearing that her brother’s Ben and Henry were to be sold, Tubman started to plan her escape. She managed to escape in 1849 with her two brothers although her husband refused to go with her. Tubman discovered The Underground Railroad system, established in the late eighteenth century by Black and White abolitionists, and used it to help her escape. After traveling this system for 90 miles, Tubman gained her freedom in Pennsylvania.

She found work as a housekeeper in Philadelphia but was not satisfied with that life. She wanted freedom not just for herself, but for her family, and for others who were enslaved. Tubman returned to the South to free her niece and niece’s children. Using The Underground Railroad, Tubman gained vast knowledge of transportation in the South and directly helped at least 70 enslaved people find freedom. The Fugitive Slave Act of 1850, which allowed fugitive and freed workers in the North to be captured and enslaved, encouraged slave owners to put a \$40,000 reward on Tubman’s capture or death. This did not stop Tubman, and over the next 10 years it is estimated that she helped emancipate 300 enslaved people with the help of abolitionists such as Frederick Douglass.

Harriet Tubman was believed to have said, ***“I would have freed more slaves, if they knew they were slaves...”***

During the Civil War, Tubman was recruited at Fort Monroe where she worked as a nurse, cook and laundress, all while assisting fugitive enslaved people and helping treat the sick. Later in the war, she became head of an espionage and scout network for the Union Army, providing intelligence to Union commanders about Confederate Army supply routes.

In 1990, the United States Congress enacted Harriet Tubman Day as a national holiday to celebrate all the heroic work she accomplished in her life. George Bush Sr. proclaimed the holiday on March 9, 1990 and the national day of observance was set for March 10 in respect to Harriet Tubman's date of death. Here in Rockville, we encourage everyone to observe this day and to help everyone around us to understand the significance of Harriet Tubman's service and life to American history.

Mayor and Council History

Mayor and Council present the Harriet Tubman proclamation annually.

Public Notification and Engagement

The Harriet Tubman Museum and Education Center
424 Race Street, Cambridge, Maryland 21613

Goal of the Center:

"It is our goal to preserve and celebrate the historical legacy of Harriet Tubman and other influential African Americans from Maryland's Eastern Shore. We invite you to visit our museum and experience the rich history and inspiring stories that shaped our nation. Through exhibits, films, educational programs, and engaging events, you'll gain a deeper understanding of the profound impact these individuals had on the fight for freedom and equality. We also offer historical tours. You do not have to book a tour in order to visit the museum, but we still highly recommend them! Come explore the journeys of courage and resilience that continue to inspire us today. "

Hours of Operation:

Thursday and Friday – 12: 00 PM – 3:00 PM
Saturday 12:00 PM – 4:00 PM
Sunday by Appointment

Attachments

ATTACHMENT 1: Proclamation Declaring March 10, 2025, as Harriet Tubman Day in Rockville, Maryland



WHEREAS, Harriet Tubman (born Araminta Ross) was born around 1822 on a plantation in Dorchester County, Maryland, and she had eight brothers and sisters, but the realities of slavery eventually forced the family apart; and

WHEREAS, while enslaved in Dorchester County, Maryland, Harriet was beaten and whipped by various masters as a child and suffered emotional and physical scars, and carried the effects throughout her life; and

WHEREAS, in 1849, Harriet Tubman escaped to Philadelphia, and then returned to Maryland to rescue her family soon after, slowly, one group at a time, she brought relatives out of the state and eventually guided other enslaved people to freedom, utilizing the Underground Railroad; and

WHEREAS, traveling by night and in extreme secrecy, Tubman (or "**Moses**", as she was called) "never lost a passenger," and after the Fugitive Slave act of 1850 was passed, she helped guide fugitives farther north into (Canada) and helped newly freed enslaved people to find work. Harriet Tubman met John Brown in 1858, and helped him plan and recruit supporters for his 1859 Raid on Harpers Ferry; and

WHEREAS, when the Civil War began, Harriet Tubman worked for the Union Army as a cook and a nurse, and then as an armed scout and a spy, as well as being the first woman to lead an armed expedition in the war; and


WHEREAS, after the Civil War, Harriet Tubman retired to the family home on property she had purchased in 1859, in Auburn, New York, where she cared for her aging parents; and


WHEREAS, Harriet Tubman was active in the women's suffrage movement until illness overtook her, and she had to be admitted to a home for elderly African Americans that she had helped to establish years earlier; and


WHEREAS, Harriet Tubman became an icon of courage, resilience, determination, and freedom, and on March 9, 1990, President George Bush Sr. proclaimed March 10 as a national holiday to honor her on her birthday.


NOW, THEREFORE, the Mayor and Council, of the City of Rockville, Maryland, do hereby proclaim **March 10, 2025**, as **Harriet Tubman Day** and call upon the people of Rockville to observe this day and help our families, friends, neighbors, co-workers, and leaders to understand the value of Harriet Tubman's service and life to Maryland and to America.






Monique Ashton, Mayor



Kate Fulton, Councilmember


Barry Jackson, Councilmember


David Myles, Councilmember


Izola (Zola) Shaw, Councilmember


Mahsa Valeri, Councilmember


Adam Van Grack, Councilmember

March 3, 2025



MAYOR AND COUNCIL Meeting Date: March 3, 2025

Agenda Item Type: PROCLAMATION

Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE

Responsible Staff: DANNY WINBORNE

Subject

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

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends Mayor and Council read and approve the proclamation present 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)

Discussion

Declared in 2017 when President Donald Trump signed it into law, National Vietnam War Veterans Day was created to pay tribute and commemorate the sacrifices of veterans who served in the Vietnam War and their families. March 29th was designated as this day of observance as it was this day in 1973 that the United States Military Assistance Command in Vietnam was disestablished and the last of the U.S troops departed Vietnam and prisoners were freed.

The Vietnam War was one of the longest running wars in history, involving America. The war took the lives of over three million people during its 20-year span from 1955 to 1975. This national commemoration was authorized to honor all who served in-country, in-theater, or were stationed elsewhere during the Vietnam War period. Congress outlined five objectives that would highlight this commemoration; to thank and honor Vietnam veterans and their families, highlight services of our Armed Forces and support organizations during the war, pay tribute to wartime contributions at home by American citizens, highlight technology/science/medical advancements made during the war, and recognize contributions by our allies.

When acknowledging their contributions to the country, it is also important to understand that it wasn't the soldiers' choice to go to war. U.S. Senators Pat Toomey and Joe Donnelly introduced the legislation proposing the anniversary of the withdrawal of military units from South Vietnam as the date. Here in the City of Rockville, we encourage everyone to honor all veterans in our community and to thank them for their service.

Mayor and Council History

Mayor and Council present this proclamation annually .

Attachments

ATTACHMENT 1 - Proclamation Declaring March 29, 2025, as Vietnam War Veterans Day in Rockville, Maryland



WHEREAS, the Vietnam War was one of the most brutal. Over three million people were killed during the 20 years it went on, and, National Vietnam War Veterans Day was created to honor all the men and women who fought during its time; and

WHEREAS, the Vietnam War had a long history. It was one of the longest wars involving America. Starting in 1955, the war went on until 1975; and

WHEREAS, understanding that it wasn't the soldiers' choice to go to war, U.S. Senators Pat Toomey, R-Pa., and Joe Donnelly, D-Ind., introduced the legislation proposing the anniversary of the withdrawal of military units from South Vietnam as the date; and

WHEREAS, National Vietnam War Veterans Day is acknowledged on March 29 every year, honoring anyone who served during its 20-year time, The day was founded in 2017 to finally offer that respect to everyone involved; since respect and combat support weren't immediately given to those who served after the war ended because of the number of deaths; and

WHEREAS, we honor those who fought, all branches of the Armed Forces and support organizations during the war; the wartime contributions at home; the advancements in technology, science, and medicine; and the contributions by American allies.

NOW, THEREFORE, the Mayor and Council of the City of Rockville, Maryland do hereby proclaim **March 29, 2025**, as **Vietnam War Veterans Day** in the City, and encourage all community members to honor all war veterans and to thank them for their service.



 Kate Fulton, Councilmember	 Monique Ashton, Mayor	 Izola (Zola) Shaw, Councilmember
 Barry Jackson, Councilmember	 Manessa Valeri, Councilmember	
 David Myles, Councilmember	 Adam Van Grack, Councilmember	

March 3, 2025



MAYOR AND COUNCIL Meeting Date: March 3, 2025

Agenda Item Type: PROCLAMATION

Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE

Responsible Staff: DANNY WINBORNE

Subject

Proclamation Declaring March 2025, as Women's History Month

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends Mayor and Council read and approve the proclamation, and present to Virginia Onley, former City of Rockville Councilmember.

Discussion

Women's History Month is celebrated every March. It offers the chance to learn about and celebrate the contributions of women today and throughout history. The 2025 theme for the observance, **"Moving Forward Together! Women Educating & Inspiring Generations,"** focuses on women in both the past and present who have influenced and inspired others by dedicating their lives to education, mentorship and leadership.

The National Women's History Alliance has shared some insight into women's History:

"The National Women's History Alliance (NWHHA) proudly established March as National Women's History Month, ensuring diverse women's voices and contributions are recognized and celebrated. Since 1980, when NWHHA (then the National Women's History Project) successfully advocated for the recognition of Women's History Week, we have been amplifying the stories of all women who shaped history. In 1981, Congress passed a resolution officially establishing the week, with President Jimmy Carter issuing a proclamation. By 1987, NWHHA's continued efforts led Congress to expand the recognition to the entire month of March, creating the National Women's History Month we honor today.

As we reflect on our roots, we invite you to join us in supporting, protecting, and amplifying diverse voices in history - ensuring that women's history remains visible, valued, and celebrated for all generations. The National Women's History Alliance (NWHHA) remains committed to supporting all those who bring history and honor the stories of women to life - whether in classrooms, boardrooms, libraries, community spaces or in living rooms. As we release this statement on February 1st, we honor the beginning of Black History Month - a time to reflect on the profound contributions Black individuals and cultures have made to history and progress.

We stand in solidarity with the celebration of Black voices and stories as an essential part of the broader movement to recognize diverse histories and legacies.

Since 1980, our work has impacted millions of students, educators, and communities through resources, advocacy, and storytelling. From providing history toolkits and expert speakers to publishing our annual Women's History Magazine, we ensure women's history remains central to our national narrative.

Educators and storytellers play a vital role in preserving women's accomplishments. We support them with curriculum-aligned toolkits, engaging lesson plans, and impactful resources, partnering with schools, organizations, and institutions to deepen understanding of the essential roles women have played in shaping our world.

*As we celebrate **Women's History Month 2025** with the theme, "**Moving Forward Together! Women Educating & Inspiring Generations**," we will continue to advocate, educate, and build a more inclusive future."*

Source: [Home - National Women's History Alliance](#)

Did You Know? Women's History Month started as Women's History Week . . .

Women's History Month began as a local celebration in Santa Rosa, California. The Education Task Force of the Sonoma County (California) Commission on the Status of Women planned and executed a "Women's History Week" celebration in 1978. The organizers selected the week of March 8 to correspond with International Women's Day. The movement spread across the country as other communities initiated their own Women's History Week celebrations the following year.

In 1980, a consortium of women's groups and historians—led by the National Women's History Project (now the National Women's History Alliance)—successfully lobbied for national recognition. In February 1980, President Jimmy Carter issued the first Presidential Proclamation declaring the Week of March 8th 1980 as National Women's History Week.

President Jimmy carter's message designating March 2-8, 1980 as National Women's History Week:

"From the first settlers who came to our shores, from the first American Indian families who befriended them, men and women have worked together to build this nation. Too often the women were unsung and sometimes their contributions went unnoticed. But the achievements, leadership, courage, strength and love of the women who built America was vital as that of the men whose manes we know so well."

Mayor and Council History

The Mayor and Council present this proclamation annually.

Attachments

Proclamation Declaring March 2025, as Women's History Month in Rockville, Maryland.docx



WHEREAS, women of various backgrounds have been leaders in movements that include the fight for emancipation, women's suffrage, civil rights, and peace; and

WHEREAS, women have contributed to the arts, sciences, the military, medical fields, teaching and politics, while in many cases maintaining the balance between womanhood and employment; and

WHEREAS, women have played and continue to play a critical economic, cultural, and social role in every sphere of life locally, nationally, and world-wide by constituting a significant portion of the labor force, and the 2025 theme for Women's History Month is, "**Moving Forward Together! Women Educating & Inspiring Generations;**" and

WHEREAS, the list of women's contributions travel a timeline that includes, but is not limited to: Susan B. Anthony, for her prominent role in the Women's Suffrage Movement; Madam CJ Walker, first self-made woman millionaire entrepreneur; Shirley Chisholm, first Black woman elected to the US Congress; Sally Ride, first female NASA astronaut; Madeleine Albright, first Female US Secretary of State; Jen Welter, first female NFL Coach; Kamala Harris, first woman US Vice President; Kathleen Kennedy Townsend, First Woman Lieutenant Governor of Maryland; Ilhan Omar and Rashida Tlaib, the first Muslim women elected to Congress; Greta Thunberg, the youngest person ever to be Time Magazine's Person of the Year; Deb Haaland, the first Native American woman to be elected to Congress and serve in a Presidential Cabinet; Rachel Levine, the highest-ranking openly transgender government official; Ketanji Brown Jackson, the first Black woman Supreme Court Justice; Haben Girma, first deafblind graduate of Harvard Law School; Amanda Gorman, first national youth poet laureate; Dr. Kizzmekia S. Corbet, American immunologist who assisted in developing the COVID-19 vaccine; Viola D. Hovsepian, the first woman Mayor of the City of Rockville; and Monique Ashton, the first BIPOC (Black, Indigenous, People of Color) female mayor of the City of Rockville; and

WHEREAS, women impact the United States of America, the State of Maryland, and the City of Rockville holding leadership roles in government, non-profit organizations, and private industry; and

WHEREAS, despite these contributions, the role of women in history has been consistently overlooked and undervalued in the fiber of American history; and

WHEREAS, women continue to work to break barriers and stereotypes that keep them from successfully rising to the top of organizations and achieving the highest pay scale.

NOW, THEREFORE, the Mayor and Council of the City of Rockville do hereby proclaim **March 2025** as **Women's History Month** and urge everyone to celebrate the women in their lives.




Monique Ashton Mayor


Kate Furlong Councilmember


Izale (Zola) Shaw Councilmember


Barry Jackson Councilmember


Marissa Valeri Councilmember


David Myles Councilmember


Adam Van Grack Councilmember

March 3, 2025



MAYOR AND COUNCIL Meeting Date: March 3, 2025

Agenda Item Type: PUBLIC HEARING

Department: CPDS - ZONING REVIEW & OTHER

Responsible Staff: JIM WASILAK

Subject

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

Department

CPDS - Zoning Review & Other

Recommendation

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).

Change in Law or Policy

If adopted, this ZTA will only require one parking space per lot for certain townhouse units in Rockville. Staff believe this ZTA will bring a resolution to the issue of parking spaces that were constructed in the Tower Oaks community that do not meet the city's required width dimension of nine (9) feet for a parking space.

Discussion

Site Plan Approval

In January 2017, the developer, EYA, submitted Level 2 Site Plan Application STP2017-00308 to implement the approved project plan for the entire 40.5 acres on Preserve Parkway. On October 11, 2017, the Planning Commission approved the site plan allowing for the construction of 30 single-unit detached dwellings, 217 townhouse dwellings, and 128 condominium units, as well as a 7,000-square-foot community center. Of the 217 townhomes, 51 are Moderately Priced Dwelling Units (MPDUs). The illustration below depicts the site plan of the Reserve at Tower Oaks development.

Figure 1. Site Plan

In addition to the garage width issue for the 35 units, some homes have a step leading into the unit from the garage, which further encroaches into the garage width. This step, although not a violation, impacts the effective use of the garage space for parking.

Unpermitted Construction

Some Allan Model Townhome owners have undertaken unpermitted conversions of garages into habitable living spaces without receiving building permits. The staff has issued four notices of violations for this construction because it was not permitted and would not be allowed since the garage parking is required to meet the Zoning Ordinance.

Also, a representative from the Homeowners Association Board of Directors identified six additional townhomes that may have performed unpermitted construction work within their garages. The representative also informed staff that unpermitted, unapproved garage modifications are against the HOA's Declaration of Covenants. The staff has reviewed the pictures provided by the representative of the garages for at least six additional units and believes that they are also in violation of performing construction within the garages without any city permits and removing one of the two required parking spaces. The staff has placed the resolution of these violations on hold pending the city addressing the non-compliant garage issue.

Based upon emails and feedback from some of the Allan Model owners, they believe that additional living space should be allowed in the one garage space that does not meet the ordinance requirements, especially since nine of the units only have one bathroom on an upstairs floor.

In October, staff held a follow-up meeting with the Allan Model owners, the HOA Board, and EYA representatives to provide the results of the offer to modify the garages and to present the next step. Due to the limited acceptance of the modification, staff informed those present at the meeting that a ZTA would be presented to the Mayor and Council as an option to resolve this matter.

Proposed ZTA to Require One Parking Space Per Lot for Certain Townhome Units

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.

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

Item two is an important condition because there is still a need for parking spaces for the owners of the Allan Model Townhomes. Based on the illustrated site plan shown above, a minimum of 109 available public on-street parking spaces should be provided within the development to meet the proposed requirement. A total of 130 on-street spaces are available, not counting 30 spaces for the community center, with most spaces located directly in front of the townhome units. The HOA representatives were concerned about the available spaces for visitors if the homeowners were using the spaces. In response, EYA completed a parking survey and showed there was ample space for both homeowners and visitors to have access to available public spaces (see Attachment 2 above - Tower Oaks Parking Study Performed by EYA).

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.

The proposed ZTA allows for the Chief of Zoning to reduce the amount of required parking for a townhouse MPDU in a site plan that has been approved prior to the adoption date of the ordinance. This allows the amendment to apply to the previously approved MPDUs in Tower Oaks.

If the ZTA is approved, staff will require any owner of an Allan Model Townhome who has existing construction or desires future construction within any garage to submit for and receive a building permit and follow-up inspections to ensure this construction is safe and meets the city's building and fire codes. Although not applicable to the city, the owners will need to separately address compliance with HOA covenants.

Mayor and Council History

The Mayor and Council authorized the filing of the text amendment at its meeting on January 13, 2025.

Public Notification and Engagement

The staff has held three meetings with Allan Model Townhome owners. Staff also sent letters to all Allan Model Townhome owners to notify them of the public meetings, the process, and

opportunities for public feedback. Staff also followed the city's required notifications for public hearings, including newspaper notice and the use of city media outlets to publicize the hearing.

Boards and Commissions Review

The Planning Commission reviewed the ZTA at its meeting on February 19, 2025. A total of five speakers addressed the Commission at the meeting, including a representative of the Reserve at Tower Oaks Homeowners Association and four residents of the community. While all speakers were generally supportive of the ZTA, there were concerns expressed about the implications of the ZTA, including the status and condition of the remaining garage spaces and the potential impact of additional crossovers of the bioswales that parallel the public streets (See Attachment 2, Comments from SWM Committee 10 Feb2025, and Attachment 3, HOA Letter 02125, above).

The Commission recommended approval of the ZTA as achieving compliance for the property owners was viewed as paramount. However, the Commission did offer comments about several of their concerns, including establishing a parking requirement for MPDUs that is lower than the requirement for market-rate units, and whether there may be unintended consequences in future developments that may be able to utilize the new standard. The Commission also commented that marked spaces on the public streets should be considered and that the bioswales along the street frontages should accommodate crossings. The Commission understands that these issues are within the public right-of-way and not within the scope of the ZTA.

Next Steps

After the public hearing, the Mayor and Council will consider adopting the proposed ordinance (see associated agenda item).

Attachments

Attachment 1 - Draft Text Amendment, Attachment 2 - Comments from SWM Committee10Feb2025, Attachment 3 - HOA letter 021125, Attachment 4 - PPT for Townhouse parking ZTA public hearing ppt

ORDINANCE NO. _____

ORDINANCE: To amend City Code Chapter 25, titled “Zoning Ordinance,” to reduce the number of parking spaces required for deed-restricted affordable townhouse units

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF ROCKVILLE, MARYLAND that Chapter 25 of the Rockville City Code entitled “Zoning Ordinance” be amended as follows:

Chapter 25
ZONING ORDINANCE

* * *

ARTICLE 16. – PARKING AND LOADING

Sec. 25.16.03. – Number of spaces required.

- a. *Employee calculation.* For the purposes of this article, the number of employees for a use shall be computed on the basis of the maximum number of persons to be employed at any one (1) time other than at changes of shifts.
- b. *Handicapped spaces.* The number of spaces required includes spaces for the handicapped and aged as set forth in the Maryland Code for the Handicapped.
- c. *Prohibited uses of parking areas and loading spaces.* No parking area or loading space can be used for the storage, sale, repair, dismantling, or servicing of any vehicles, equipment, materials, or supplies.
- d. *Table of space requirements.* The number of parking spaces for both vehicles and bicycles required for each class of land use are as shown in the following table:

Use Category	Use	Auto Parking Spaces		Bicycle Parking Spaces			Additional Requirements
		Unit Measure	Base Number Required	Unit Measure	Short Term Space	Long Term Space	
Residential	Dwelling, single unit detached	Per dwelling unit	2	Dwelling unit	0	0	
	Dwelling, single unit semi-detached	Per dwelling unit	2	Dwelling unit	0	0	
	Dwelling, rowhouse	Per dwelling unit	1.5	Dwelling unit	0	0	

	Dwelling, townhouse	For 1 or 2 bedrooms	1.5	Dwelling unit	0	0	<u>See Sec. 25.16.03.k.</u>
		For 3 or more bedrooms	2				
	Dwelling, two-unit detached	Per dwelling unit	1	Dwelling unit	0	0	
	Dwelling, single unit attached	Per dwelling unit	2	Dwelling unit	0	0	
	Dwelling, multiple-unit	For 0 (zero) bedrooms	1	Dwelling unit	1 per 50	1 per 3	In the RMD-Infill zone, a multiple-unit dwelling must only provide a minimum of 2 vehicular parking spaces.
		For 1 bedroom	1				
		For 2 or more bedrooms	1.5				
	Live-work unit	For 1 or 2 bedrooms	2	Unit	1 per 5	1 per 3	
		For 3 or more bedrooms	2				

* * *

j. *Provisions for off-site parking.*

1. The parking requirements set forth in section 25.16.03 may be met with the execution of a formal agreement in a form satisfactory to the Chief of Zoning and the City Attorney to use off-site parking spaces for some or all of the required parking.
2. In the case of parking in connection with alcoholic beverage production, the Approving Authority may consider the availability of on-street parking to serve patrons for periodic tours or tasting events.

k. Reduced parking for affordable townhouse dwelling units.

1. One off-street parking space is required for each townhouse dwelling unit that is a Moderately Priced Dwelling Unit, as defined in Chapter 13.5, provided that:
 - a. The unit is located in a PD zone;
 - b. Public on-street parking, visitor parking, and other unrestricted parking on the unit's approved site plan exceeds 0.5 spaces per dwelling unit; and
 - c. 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.

2. The Chief of Zoning may reduce the off-street parking required by a site plan approved before [date of ordinance enactment] for any townhouse dwelling unit that is a Moderately Priced Dwelling Unit upon finding that the unit meets the requirements of section 25.16.03.k.1.

* * * * *

I hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the Mayor and Council at its meeting of _____, 2024.

Sara Taylor-Ferrell,

City Clerk/Director of Council Operations

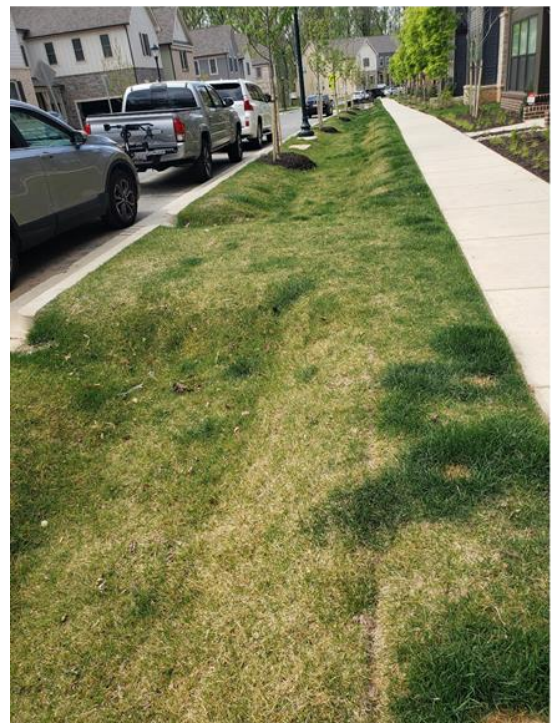
COMMENTS ON PROPOSED ZTA FOR THE RESERVE AT TOWER OAKS COMMUNITY
City of Rockville Planning Commission
By Storm Water Management Committee of Tower Oaks Homeowners Association,
February 12, 2025

The Storm Water Management Committee (SWM Committee) of the Homeowners Association of the Reserve at Tower Oaks submits these comments on Zoning Text Amendment TXT 2025-00269. We ask the Planning Commission to postpone final action, in particular on the accompanying parking plan, to consider the impact other pending changes in the community would have on street parking.

Please note that while our homeowners' association had made the homeowners generally aware of the pending zoning text amendment (ZTA), we did not know that it would affect parking until the Mayor and Council meeting of January 13. At our request, the City has provided more information, and we hope that meetings with City staff will further clarify some of the issues.

The ZTA would amend Chapter 25, Article 16, Section 25.16.03 of the zoning ordinance to allow (retroactively) allocated street parking in a ratio as low as 0.5 spaces per unit in new developments as long as there is a bus stop within a .7-mile walking distance. This amendment is addressed to our already-built development. It would permit a parking plan with significantly decreased parking ratios compared to the ratio shown in the City-approved site plan that homeowners signed as part of the development standards incorporated into our buyers' contracts (0.66 spaces per unit).

The Committee supports the amendment to the extent it addresses problems with the town home garages of the Moderately Priced Dwelling Units (MPDUs) and offers relief to the MPDU owners. But as to parking, two other problems with design created unexpected and unnecessary challenges for all our residents: (1) bioswales make it dangerous to walk from our homes to the street and (2) visitors as well as homeowners already have a difficult time finding parking.



The Board of the Homeowners Association and the SWM Committee have been negotiating with the City and EYA for more than four years for safe crossings across the bioswales (ditches) that run parallel to most of the townhomes, between the townhomes and the street, as shown in the photo. These ditches are part of our storm water management system, and they make going from the street to the sidewalk not only dangerous for many of us, but in fact impossible for people with

mobility or vision limitations. We must go out of way an unreasonable distance to go to or across the street from our homes or to be picked up or dropped off.

EYA has agreed to install some paved crossovers, and there will be no street parking allowed in front of those crossings that have curb ramps. Without mitigating measures, which we would like to explore with the City, these changes will further decrease available street parking, which already is inadequate. Approving the decreased on-street parking ratio that is part of the ZTA would be premature and would prejudice resolution of these issues.

Specifically, we anticipate that five or more parking spaces would be lost with curb ramps at the accessible crossings, and more with parking prohibited at all crossings, including the flat grassy crossings as shown in the photo above. (No one can use a crossing if a car is parked on the street in front of it.) In addition, our counts show that because of haphazard parallel parking in unmarked spaces, total available parking already is decreased from the approved parking plan by about eight spaces. Parking space numbers will be further reduced when a loading zone is provided near the community building, as shown on the official approved plans. The community also needs more than one accessible street parking space for its 375 homes.

Once these issues are resolved, the parking provided may not even meet the proposed standards of 0.5 spaces per unit.

There are other issues with the ZTA's parking scheme. First, it allows decreased parking numbers when there is a bus stop less than .7 mile away. The reasoning is that if residents and visitors can take a bus, they do not need or will not drive as many cars and thus will not need as much parking. But this stop serves only one bus line, #81, a Ride On bus that runs only on weekdays and only during rush hour, and less frequently on holidays. It goes to two Metro stations, and the bus trip takes 27 to 41 minutes vs. a car trip of six to 12 minutes. Of course, the service could be terminated or changed at any point, especially with potential cuts to transportation funding. The bus is not a dependable or convenient alternative to adequate parking.

We also question whether the existence of the bus stop meets the City's own criteria for reducing the parking ratio. Section 25.16.03 (h) of the zoning ordinance allows parking reductions if a transit station entrance (not a bus stop) is within seven-tenths of a mile or if there are three bus routes in the immediate vicinity. The latter possibility was not addressed in the study.

There are also several problems with EYA's parking study submitted in support of the proposal. First, it seems based on different numbers of planned and existing parking spaces from those shown in the City-approved plans. Second, it was conducted on August 27, 28, and 29, 2023, the Sunday through Tuesday before Labor Day. During that week, street parking was probably the least occupied of the entire year, because many people would have driven their cars to the beach or other locations for vacation (the week before school started). The study also does not take into account whether some parking areas were actually full but could not absorb more cars because of haphazard parking in unstriped spaces (e.g., there are spaces planned for ten cars, only eight cars were parked, but they were parked in a way to leave no room for more cars). Our own informal surveys show a much lower

parking availability rate, and we know from experience that visitors have difficulty parking close to their destination on holidays and weekend evenings in particular. Service people often park illegally for the same reason.

Another reason for our crowded parking is that even though they have two-car garages, some of the townhomes and single-family homes house an adult couple and their adult child, each with a car; so one car must be parked on the street. In our row of six town homes, at one time three of the homes housed three adults with cars. With many workers in the area now at risk of losing their jobs with the federal government, or with NGOs or other entities that rely on federal funds, we can anticipate more young adults or young families may be moving in with their parents, as we saw during COVID, exacerbating the parking situation.

It is important to reconcile all these concerns soon, so that further zoning amendments are not required in light of the future bioswale crossings and other factors affecting parking. We would like to explore possible approaches to ensuring adequate and more efficient parking at Tower Oaks. These might include the following:

1. Marking (striping) the parallel street parking spaces for more efficient use of the spaces.
2. Allowing some spaces to be shorter than the standard 21 feet, perhaps with some spaces for smaller cars, with accompanying pavement markings and/or signs.
3. Designating some spaces for visitors only, not for homeowners.
4. Removing the current “no parking” signs on Royal Fern Place by Preserve Parkway and allocating those as long-term residential parking, freeing up more central parking spaces.
5. At the accessible bioswale crossovers, allowing for perpendicular curb ramps and decreased width at the bottom of the ramp, to minimize space taken from parking.
6. Installing parking areas on both sides of some streets, which would entail one-way traffic on those streets.

We seek a brief delay so that the City can bring all parties together to cooperatively resolve these questions with a comprehensive approach and then move forward quickly. Until all these related issues are addressed, we cannot know whether the ZTA will indeed support adequate parking for our community.

David Saffan, Alan Ispass, and Irene Bowen on behalf of the Stormwater Management Committee

The Reserve at Tower Oaks Homeowners Association - Zoning Text Amendment Meeting - Wednesday, February 12, 2025 - Notice of Appearance and Official Comments

From Kim M. O'Halloran-Perez <KO'Halloran-Perez@reesbroome.com>

Date Tue 2/11/2025 1:01 PM

To Jim Wasilak <jwasilak@rockvillemd.gov>

Cc David Gibson <gibsonpac@gmail.com>; Ricky Barker <rbarker@rockvillemd.gov>

WARNING - External email. Exercise caution.

Mr. Wasilak – this firm serves as legal counsel to the Reserve at Tower Oaks Homeowners Association. The Board of Directors for the Reserve at Tower Oaks requested that our firm speak on its behalf via Webex attendance for the hearing tomorrow evening.

The Board of Directors officially supports the City's proposed Zoning Text Amendment ("ZTA") for the Allan model townhomes in the Association with the following caveats:

- Each Allan model townhome within the Association was delivered with a garage that is 36 feet long.
- Each townhome was sold to each current owner with extensive recorded Association covenants - one of which required the garage for the townhome to be used exclusively for the parking and storage of vehicles.
- The Board is aware of the code issue impacting some of the Allan model townhomes, which impacts the width of each garage, but not the length of each garage.
- The intent of the City approvals for the Association was to have the garage on each lot serve as the primary parking for each lot.
- Most community owners use their garage as it was intended for the parking and storage of vehicles as required by the recorded Association covenants.
- With these considerations in mind, the Board would like any ZTA enacted by the City to clarify that the garage for the affected Allan town homes must have available "at least twenty feet (20') lengthwise to accommodate the parking of one standard size vehicle" in the garage for each impacted Allan model townhome.

We believe that if the ZTA is customized as suggested above, it will be consistent with the original development considerations that have the garage on each lot serve as the primary parking space for each owner.

Thank you for your consideration and please email me the link to participate via WebEx at tomorrow's meeting at kohalloran@reesbroome.com.

Kimberley M. O'Halloran-Perez | Rees Broome, PC

Shareholder

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City of
Rockville
Get Into It

TXT2025-00268, to Modify Parking Requirements for Certain Types of Residential Dwellings

Public Hearing

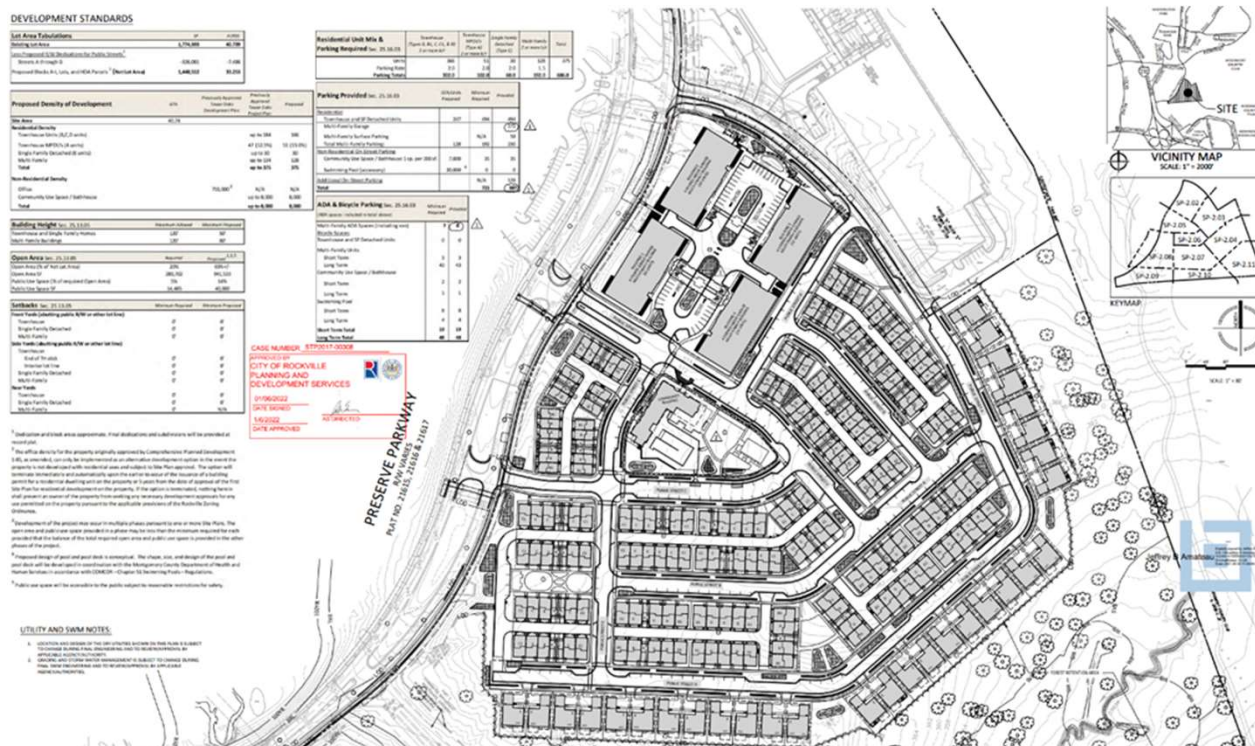
March 3, 2025

Outline

- **Introduction and Purpose**
- **Background**
- **Proposed ZTA**
- **Next Steps**

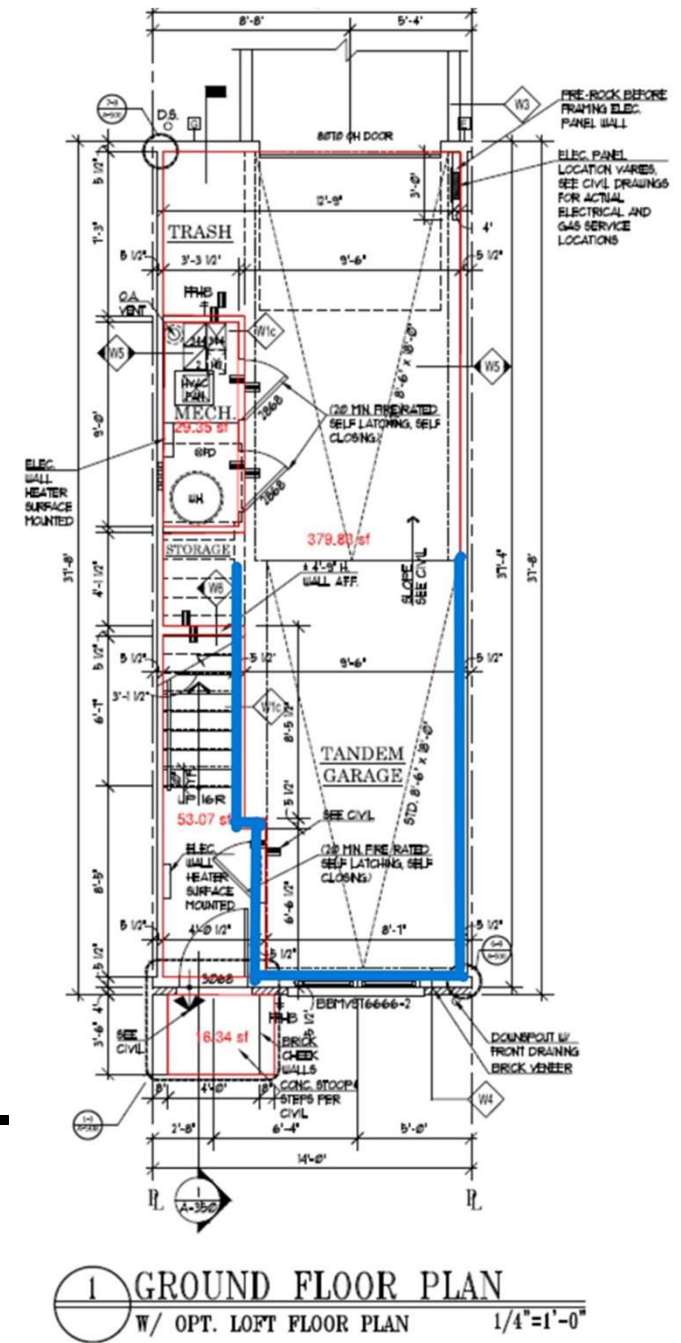
Background

- ZTA proposed as a solution for 35 of 51 MPDUs (Allan Model) built at the Preserve at Tower Oaks with one of two parking spaces not meeting the required width.



Background

- **Interior parking space measures 8'7" in width for a distance of 7 feet from the head of the space.**
- **Some units have encroaching steps also.**
- **Owners of several units began unpermitted construction within the noncompliant parking spaces.**



Involvement of Impacted Residents

- **Several meetings were held with Allan Model Townhome owners and representatives from the HOA and EYA.**
 - **Parking study completed by a firm hired by EYA and determined sufficient parking available.**
 - **Offer made by EYA to fix the garage widths – only two owners were interested.**
 - **None of the Allan Model owners object to ZTA.**
 - **Owners informed that permits can be issued for construction; they need to address any approvals based on HOA covenants.**

Proposed Zoning Text Amendment

- **Amend Article 16, Parking to allow one parking space to be required for certain residential units:**
 - **Must be a townhouse MPDU within a Planned Development (PD)**
 - **Require on-street parking spaces be provided at a rate of 0.5 spaces per townhouse unit**
 - **Pedestrian access from the unit's development is within 7/10 mile of a transit station entrance, bus stop, or parking facility**

Expected Results of ZTA

- **Non-compliant garage space not considered as a parking space;**
- **Allowing for permitted construction in the area containing the noncompliant parking space; and**
- **Does not change the minimum city-wide requirement for two (2) spaces per lot per townhouse unit;**
- **Allows reduction of the amount of required parking for a townhouse MPDU in a site plan that has already been approved.**

Public Testimony

- **General support for ZTA as a solution to the parking issue**
- **Concerns about bioswale crossings - being addressed by DPW and the community.**
- **Allow for a 20-foot long parking space, requested by Reserve at Tower Oaks HOA**

Planning Commission Recommendation

- **Recommended approval of the ZTA as a solution to the noncompliant parking issue**
- **Concerns about inequitable treatment of MPDUs with reduced parking vs. market rate units**
- **Concerned about future unintended consequences if future developments use the new standard**

Next Steps

- **Mayor and Council Discussion and Decision**



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: INTRODUCTION AND POSSIBLE ADOPTION
Department: CPDS - ZONING REVIEW & OTHER
Responsible Staff: JIM WASILAK

Subject

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

Department

CPDS - Zoning Review & Other

Recommendation

Staff recommends that the Mayor and Council consider adopting the proposed text amendment. If satisfied with the proposed ordinance, staff recommends that the Mayor and Council introduce the ordinance and move to waive the layover period. If approved by 6 members, the Mayor and Council may move to adopt the ordinance (see Attachment 1 above – Draft Townhouse MPDU Parking Ordinance).

Change in Law or Policy

If adopted, this ZTA will only require one parking space per lot for certain townhouse units in Rockville. Staff believe this ZTA will bring a resolution to the issue of parking spaces that were constructed in the Tower Oaks community that do not meet the city's required width dimension of nine (9) feet for a parking space. If adopted, pursuant to State law, this ordinance will become effective ten days after the public hearing.

Discussion

See the public hearing staff report.

Impact Statements

Equity

This ZTA, if approved, will allow Allan Model homeowners an opportunity to modify their homes, with permits, into the garage area which is desired by the engaged owners.

Environment

The ZTA could potentially encourage owners to reduce the number of cars thus reducing associated emissions and increasing utilization of nearby public transit opportunities. Future developments may also use the flexibility of this ZTA to reduce the parking spaces and encourage more transit use.

Economy

The result of the ZTA will be that the units will be conforming, and the Allan Model homeowners will be able to sell their properties in the future.

Mayor and Council History

The Mayor and Council authorized the filing of the text amendment at its meeting on January 13, 2025.

Public Notification and Engagement

The staff has held three meetings with Allan Model Townhome owners. Staff also sent letters to all Allan Model Townhome owners to notify them of the public meetings, the process, and opportunities for public feedback. Staff also followed the city's required notifications for public hearings, including newspaper notice and the use of city media outlets to publicize the hearing.

Boards and Commissions Review

The Planning Commission reviewed the ZTA at its meeting on February 19, 2025. A total of five speakers addressed the Commission at the meeting, including a representative of the Reserve at Tower Oaks Homeowners Association and four residents of the community. While all speakers were generally supportive of the ZTA, there were concerns expressed about the implications of the ZTA, including the status and condition of the remaining garage spaces and the potential impact of additional crossovers of the bioswales that parallel the public streets (See Attachment 2, Comments from SWM Committee 10 Feb2025, and Attachment 3, HOA Letter 02125, above).

The Commission recommended approval of the ZTA as achieving compliance for the property owners was viewed as paramount. However, the Commission did offer comments about several of their concerns, including establishing a parking requirement for MPDUs that is lower than the requirement for market-rate units, and whether there may be unintended consequences in future developments that may be able to utilize the new standard. The Commission also commented that marked spaces on the public streets should be considered and that the bioswales along the street frontages should accommodate crossings. The Commission understands that these issues are within the public right-of-way and not within the scope of the ZTA.

Next Steps

If the Mayor and Council adopt the ordinance, staff will notify the parties of interest.

Attachments

Attachment 1 - Draft MPDU Parking Reduction Ordinance

ORDINANCE NO. _____

ORDINANCE: To amend City Code Chapter 25, titled “Zoning Ordinance,” to reduce the number of parking spaces required for deed-restricted affordable townhouse units

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF ROCKVILLE, MARYLAND that Chapter 25 of the Rockville City Code entitled “Zoning Ordinance” be amended as follows:

Chapter 25
ZONING ORDINANCE

* * *

ARTICLE 16. – PARKING AND LOADING

Sec. 25.16.03. – Number of spaces required.

- a. *Employee calculation.* For the purposes of this article, the number of employees for a use shall be computed on the basis of the maximum number of persons to be employed at any one (1) time other than at changes of shifts.
- b. *Handicapped spaces.* The number of spaces required includes spaces for the handicapped and aged as set forth in the Maryland Code for the Handicapped.
- c. *Prohibited uses of parking areas and loading spaces.* No parking area or loading space can be used for the storage, sale, repair, dismantling, or servicing of any vehicles, equipment, materials, or supplies.
- d. *Table of space requirements.* The number of parking spaces for both vehicles and bicycles required for each class of land use are as shown in the following table:

Use Category	Use	Auto Parking Spaces		Bicycle Parking Spaces			Additional Requirements
		Unit Measure	Base Number Required	Unit Measure	Short Term Space	Long Term Space	
Residential	Dwelling, single unit detached	Per dwelling unit	2	Dwelling unit	0	0	
	Dwelling, single unit semi-detached	Per dwelling unit	2	Dwelling unit	0	0	
	Dwelling, rowhouse	Per dwelling unit	1.5	Dwelling unit	0	0	

	Dwelling, townhouse	For 1 or 2 bedrooms	1.5	Dwelling unit	0	0	<u>See Sec. 25.16.03.k.</u>
		For 3 or more bedrooms	2				
	Dwelling, two-unit detached	Per dwelling unit	1	Dwelling unit	0	0	
	Dwelling, single unit attached	Per dwelling unit	2	Dwelling unit	0	0	
	Dwelling, multiple-unit	For 0 (zero) bedrooms	1	Dwelling unit	1 per 50	1 per 3	In the RMD-Infill zone, a multiple-unit dwelling must only provide a minimum of 2 vehicular parking spaces.
		For 1 bedroom	1				
		For 2 or more bedrooms	1.5				
	Live-work unit	For 1 or 2 bedrooms	2	Unit	1 per 5	1 per 3	
		For 3 or more bedrooms	2				

* * *

j. *Provisions for off-site parking.*

1. The parking requirements set forth in section 25.16.03 may be met with the execution of a formal agreement in a form satisfactory to the Chief of Zoning and the City Attorney to use off-site parking spaces for some or all of the required parking.
2. In the case of parking in connection with alcoholic beverage production, the Approving Authority may consider the availability of on-street parking to serve patrons for periodic tours or tasting events.

k. Reduced parking for affordable townhouse dwelling units.

1. One off-street parking space is required for each townhouse dwelling unit that is a Moderately Priced Dwelling Unit, as defined in Chapter 13.5, provided that:
 - a. The unit is located in a PD zone;
 - b. Public on-street parking, visitor parking, and other unrestricted parking on the unit's approved site plan exceeds 0.5 spaces per dwelling unit; and
 - c. 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.

2. The Chief of Zoning may reduce the off-street parking required by a site plan approved before [date of ordinance enactment] for any townhouse dwelling unit that is a Moderately Priced Dwelling Unit upon finding that the unit meets the requirements of section 25.16.03.k.1.

* * * * *

I hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the Mayor and Council at its meeting of _____, 2024.

Sara Taylor-Ferrell,

City Clerk/Director of Council Operations



MAYOR AND COUNCIL Meeting Date: March 3, 2025

Agenda Item Type: ADOPTION

Department: CITY MANAGER'S OFFICE (CMO)

Responsible Staff: LINDA MORAN

Subject

Consider Approval of the Proposed FY26 Earmark Requests

Department

City Manager's Office (CMO)

Recommendation

Staff recommends that the Mayor and Council consider and approve the proposed FY26 earmark requests for submittal to the Federal Delegation.

Discussion

The Mayor and Council will consider and approve FY26 earmark requests at the March 3, 2025, meeting. The Offices of Senator Alsobrooks and Senator Van Hollen invited Rockville to submit requests for projects for which the City wishes to partner with the Federal government and seek funding support. Since this funding mechanism was reactivated, on an annual basis, the Mayor and Council discuss and approve projects for submittal to the Federal Delegation. In FY22 the City was awarded approximately \$408,000 for the 6 Taft Cour Emergency Generator. In FY24, the City was awarded five earmark projects totaling \$3,912, 252 for the following projects:

- Interoperable Police Radios - \$963,000
- Water Main Rehabilitation - \$959,752
- Potomac Woods Storm Drain Improvements - \$900,000
- Emergency Operations Center - \$592,500
- Sewer Main Line Rehabilitation - \$500,000

The Senate's FY26 earmark submittal deadline is March 7, 2025. The House leadership has not established the process and deadline for FY26 earmarks. When a due date is announced, staff will inform the Mayor and Council, and submit the City's approved FY26 earmarks to Congressman Raskin. The Federal Delegation collaborates on the review and submittal of

earmark requests to the House and Senate Appropriations Committees. Rockville's Federal representatives encourage applicants to submit projects through all three offices. Rockville is following this recommended approach.

The outcome of the FY25 earmark process is unknown. Three Rockville earmark projects totaling \$2,701, 171 are under consideration for funding:

- Orangeburg Lateral Replacement - \$1,105, 800
- Wastewater Collection System Rehabilitation - \$1,105, 800
- Lead Service Line Inventory Investigation - \$491, 571

An FY25 continuing resolution is in effect until March 14. The process will not conclude until Congress approves the FY 25 Budget and the President signs it into law. Staff is monitoring the final stages of the FY25 Federal appropriations process. When the Federal Delegation Offices notify the City of the outcome, the information will be shared with the Mayor and Council.

After the Mayor and Council select and approve FY26 earmarks, staff will submit the requests to the Federal Delegation in accordance with the established deadlines.

Timing of Earmarks:

- The earmarks process takes 12-14 months from submittal to receipt of funds, if successful.
- Jurisdictions making requests will be informed in the late spring 2025 as to whether the Delegation submitted any of the requests to the Appropriations Committee.
- Jurisdictions will know by the end of August 2025 as to whether the Appropriations Committee accepted the request.
- If accepted by the Appropriations Committee, the earmark would move through the Congressional budget process.
- To be approved, the earmark must be included in the final budget approved by Congress and signed by the President. That timing typically occurs in early 2026, if there are no delays.

Eligibility and Key Considerations Comments from the Congressional Delegation Staff:

- Earmarks must be shovel-ready projects. Once the funds are received, they are to be spent within approximately 12 months from the time of receipt. Requests for additional time will be considered by the agency awarding the funds.
- Projects that do not have design completed are not eligible.
- Applicants are encouraged to submit more than one project.

- Earmarks do cause project delays. A project can't proceed to construction until the earmark funding award is received. If the earmark is not accepted, the project can move forward as planned by the jurisdiction.
- Projects that are already under construction are not eligible.
- Projects that are best suited have design completed, construction has not started, and the project can wait a year or more for the outcome of the Federal earmark process.

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

Southeast Rockville faces threats from aging orangeburg laterals. This material, which was previously used until 1970, has less strength and a lower useful life than modern materials. These pipes are prone to frequent failures and risk raw sewer backups, sewage overflows, ground contamination, and environmental spills, diminishing the health and well-being of residents in this disadvantaged community. This STAG grant application seeks funding to proactively replace over 400 of these publicly maintained failing pipes, safeguarding public health, promoting equitable access to safe infrastructure, and preventing costly reactive repairs. This project aligns with STAG's priorities by directly addressing crucial infrastructure needs, prioritizing environmental justice, and ensuring a healthier future for all residents. This project maintains the authorized cost-share agreement of 80% federal funding and 20% local funding.

Project Cost: \$3,150,000

Total Request: \$2,520,000

Local Share: \$630,000

Project schedule:

Construction Start: Spring 2026

Construction Completion: Fall 2027

2. Lead Service Line Inventory Investigation (80/20 funding split) - \$500,000

The City's initial lead service inventory, performed as required by the EPA, identified 8,256 unknown service lines, posing a potential threat to Rockville's water safety and compliance with the revised Lead and Copper Rule. To protect residents and meet regulation compliance, we seek EPA STAG funding to accelerate lead service line material verification. This project directly aligns with STAG's goals by ensuring safe drinking water, promoting environmental justice, and improving critical water infrastructure. By completing the inventory, the City gains valuable data to guide future infrastructure upgrades and ensure long-term system sustainability. Securing STAG funding signifies our commitment to collaborative solutions. This project will leverage federal resources and local expertise to deliver lasting benefits for our community. This project maintains the authorized cost-share agreement of 80% federal funding and 20% local funding.

Project Cost: \$ 625,000

Total Request: \$500,000

Local Share: \$ 125,000

Project schedule:

Project Start: Spring 2023 (planning)

Project Completion: Fall 2027

Impact Statements

Equity – The recommended FY26 earmark projects support equity in that both projects are located in equity focus areas in the City of Rockville as defined by the Maryland Department of the Environment.

Environment – The recommended FY26 earmarks to improve water and sewer infrastructure are aligned with the Mayor and Council's Climate Action Plan and environmental sustainability goals.

Economy – Upgraded water and sewer systems provide critical core services to residents and businesses. The upgrades could attract more residents and businesses to the area and potentially boost the local economy.

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.

Attachments



MAYOR AND COUNCIL Meeting Date: March 3, 2025

Agenda Item Type: WORKSESSION

Department: CITY MANAGER'S OFFICE (CMO)

Responsible Staff: DAVE GOTTESMAN

Subject

Work session Results Rockville

Department

City Manager's Office (CMO)

Recommendation

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.

Discussion

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?

Mayor and Council History

This presentation is the first time staff has brought the Results Rockville brand and framework before the body.

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

Attachments

Results Rockville Public Worksession 3-3-2025 - FINAL



Results Rockville Mayor & Council Worksession

March 3, 2025

Presented by: Dave Gottesman, Assistant City Manager



Agenda

- Purpose
- Requested Feedback
- The Business Case
- The Solution Being Implemented
- The Current State
- Next Steps
- Requested Feedback



Purpose



Results Rockville is our city-wide brand and framework to describe all things related to our performance, accountability, transparency, and strategic work on behalf of our residents and other stakeholders



Requested Feedback

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



The Business Case

There was an identified need to modernize how we 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 Solution


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

A screenshot of the Envisio website. The header includes the Envisio logo and navigation links: Solutions, Customers, Pricing, Resources, About, Blog, BOOK DEMO, and LOGIN. The main content area features the text "STRATEGIC PLANNING AND PERFORMANCE MANAGEMENT SOFTWARE" followed by "Execute strategy, track performance, and report progress". Below this is a video player showing a man speaking at a podium. A "GET STARTED" button is visible. At the bottom, it states "The #1 Strategy Software Platform" and includes a quote from G2: "Envisio is used by hundreds of government, education and nonprofit organizations to manage their strategic plans. It is the most widely used strategy and performance management solution in the public sector and is consistently rated the easiest to use strategic planning software." There are also Capterra 4.5 stars and "EASIEST TO USE" badges.



The Current State (1/8)

Climate Action Plan dashboard




CITY OF ROCKVILLE
CLIMATE ACTION PLAN


The Mayor and Council adopted Rockville's first Climate Action Plan (CAP) on January 10, 2022 with goals to reduce greenhouse gases, prioritize equity, and build resiliency. The CAP sets a goal to reduce greenhouse gas emissions by at least 50 percent (from 2005) by 2030 and approach carbon neutrality by 2050. Since plan adoption, the Maryland General Assembly established a more ambitious goal to reduce greenhouse gas emissions by 60 percent (from 2006) by 2031 and net zero by 2045.

Rockville's CAP comprises 42 original actions and 8 actions for future monitoring in categories involving energy efficiency, renewable energy, transportation, land use management, materials and waste management, resiliency, and public engagement and oversight.


The dashboard reflects the Climate Action Plan's 2023 Annual Report.



Reduce Greenhouse Gas (GHG) Emissions
Reduce GHG emissions from the community and municipal government operations to at least 50 percent below 2005 levels by 2030 to be on track to reach net zero by or before 2050.



Resiliency
Improve the capacity of our community, homes, businesses, and natural environment to prevent, withstand, respond to, and recover from climate change impacts such as rising temperatures, more



Public Engagement and Oversight
Incorporate equity in implementation and conduct inclusive engagement to reduce environmental disparities and protect and empower vulnerable communities.

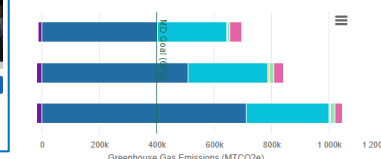
Climate Action Plan dashboard homepage

Although this is Rockville's first official Climate Action Plan, many projects, programs, and policies have been implemented over the past fifteen years to reduce greenhouse gas emissions from city and municipal operations. Since plan adoption, the Maryland General Assembly established a more ambitious goal to reduce greenhouse gas emissions by 60 percent (from 2006) by 2031 and net zero by 2045.

Greenhouse Gas (GHG) Emissions: The Metropolitan Washington Council of Governments (MWCOC) compiles regional data and generates greenhouse gas emissions inventories for 24 local jurisdictions. Due to the extensive data and resources needed to generate inventories for the region, MWCOC releases inventories approximately every three years. MWCOC released 2020 inventories in July 2022. Rockville's largest sources of emissions are energy use from buildings and transportation. Rockville's 2020 greenhouse gas emissions inventory shows pre-CAP progress towards emissions. These factors combined with other broader economic forces and state and federal policies helped Rockville achieve a 34 percent reduction in greenhouse gas emissions since 2005. The next round of inventories for calendar year 2023 will be released in 2025 to align with the regional transportation plan and reflect post-2020 pandemic patterns.

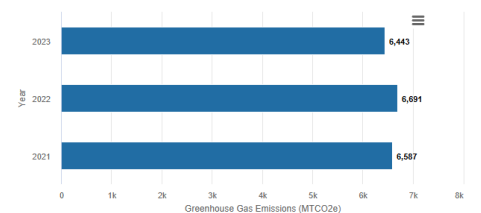
Building Greenhouse Gas (GHG) Emissions: Emissions associated with electricity and natural gas used by Rockville-owned and operated buildings, parks, streetlights, traffic lights and utilities decreased 3.7% between 2022 and 2023. Estimates do not include fleet emissions (tracked separately in M-06).

(G-01) Rockville Community Greenhouse Gas Emissions Trends



Estimates from the Metropolitan Washington Council of Governments (MWCOC).

Action (G-01): Municipal Building and Property Greenhouse Gas Emissions



Includes emissions from electricity and natural gas accounts for Rockville-owned and operated facilities...

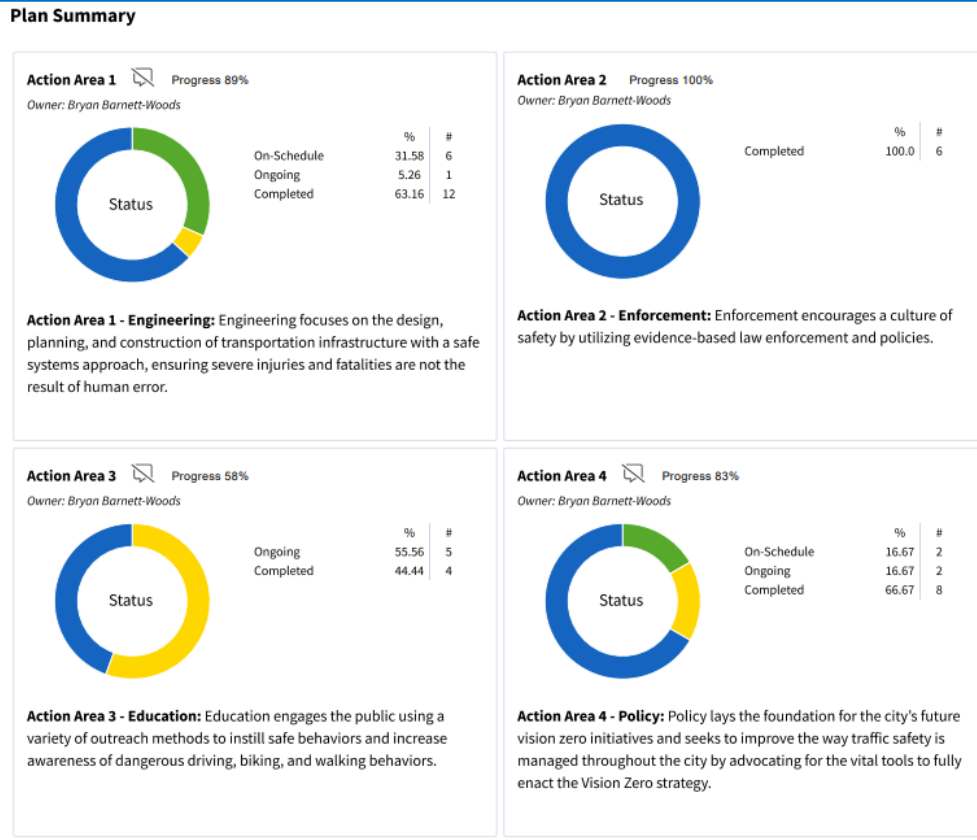
Description	Progress	Status
Energy Efficiency Increase energy conservation and efficiency and reduce fossil fuel use in all existing and new buildings and infrastructure.	<div><div></div></div>	<div><div></div></div>
Renewable Energy Increase the generation, use and access to affordable, reliable, and clean energy systems.	<div><div></div></div>	<div><div></div></div>

Drill-down page for the Reduce Greenhouse Gas Emissions Goal



The Current State (2/8)

Vision Zero



Summary progress page for the four Vision Zero Action Areas from DPW's most recent semi-annual update report



The Current State (3/8)

- We are now focused on building out additional plans, a website landing page, and training staff on how to input updates
 - The 2040 Comprehensive Plan
 - Elements
 - Planning Areas
 - FAST Phase 2
 - HCD's Housing Strategies



The Current State (4/8)

Reporting Example:

Guiding Principle *Housing* →
Strategic Initiative *Develop a city homeownership program* →
Workplan *Rockville Homeownership Program* →
Action Items

Status Legend:

Purple = Upcoming
Green = On Track
Yellow = On Hold (internal decision)
Red = Delayed (external factors)
Blue = Completed
Grey = Discontinued

Plan Label And Number	Description	Description Details	Start Date	End Date	Status	Progress	Last Update	Last Update Date
Department Workplan 3.1.1	Rockville Homeownership Program		Jun 01, 2024	Dec 31, 2025	<div><div></div><div></div><div></div></div> <div>● On Track: 33.33% ● On Hold: 16.67% ● Upcoming: 50.0%</div>	<div><div></div></div> <div>Progress 13%</div>		
Action Item 3.1.1.1	Research	Engage UMD SPP grad student to research local government homeownership programs	Sep 01, 2024	May 01, 2025	<div><div></div></div> <div>On Track</div>	<div><div></div></div> <div>Progress 30%</div>	UMD had been engaged, a student has been selected to work on the project. Initial student deliverables have been provided. Student results are expected in April 2025.	Jan 15, 2025
Action Item 3.1.1.2	Worksession	Seek feedback from M&C	Jan 01, 2025	Mar 24, 2025	<div><div></div></div> <div>On Track</div>	<div><div></div></div> <div>Progress 10%</div>	Work session identified (3/24) and scheduled on the 6-month calendar.	Jan 16, 2025
Action Item 3.1.1.3	Engage HCI	Get program, banking, and loan information from HCI	Jun 01, 2024	Mar 01, 2025	<div><div></div></div> <div>On Hold</div>	<div><div></div></div> <div>Progress 40%</div>	Still waiting for information and response from HCI.	Jan 16, 2025
Action Item 3.1.1.4	Design Program	Develop a logic model and program design	Apr 01, 2025	May 31, 2025	<div><div></div></div> <div>Upcoming</div>			
Action Item 3.1.1.5	Recruit Staff	Hire a Homeownership Specialist to manage the program	May 01, 2025	Jul 01, 2025	<div><div></div></div> <div>Upcoming</div>			
Action Item 3.1.1.6	Launch and Publicize Homebuyer Program(s)	Launch and spread the word throughout Rockville (community and staff)	Jul 01, 2025	Dec 31, 2025	<div><div></div></div> <div>Upcoming</div>			



The Current State (5/8)

Reporting Example (cont):

Guiding Principle *Housing* →

Strategic Initiative *Develop a city homeownership program* →

Workplan *Rockville Homeownership Program* →
Action Items

Plan Label And Number	Description	Description Details
Department Workplan 3.1.1	Rockville Homeownership Program	
Action Item 3.1.1.1	Research	Engage UMD SPP grad student to research local government homeownership programs
Action Item 3.1.1.2	Worksession	Seek feedback from M&C
Action Item 3.1.1.3	Engage HCI	Get program, banking, and loan information from HCI
Action Item 3.1.1.4	Design Program	Develop a logic model and program design
Action Item 3.1.1.5	Recruit Staff	Hire a Homeownership Specialist to manage the program
Action Item 3.1.1.6	Launch and Publicize Homebuyer Program(s)	Launch and spread the word throughout Rockville (community and staff)



The Current State (6/8)

Reporting Example (cont):

Guiding Principle *Housing* →

Strategic Initiative *Develop a city*

homeownership program →

Workplan *Rockville Homeownership Program* →

Action Items

Start Date	End Date	Status	Progress
Jun 01, 2024	Dec 31, 2025	<div><div></div><div></div><div></div></div> <div>● On Track: 33.33% ● On Hold: 16.67% ● Upcoming: 50.0%</div>	<div>Progress 13%</div>
Sep 01, 2024	May 01, 2025	<div>On Track</div>	<div>Progress 30%</div>
Jan 01, 2025	Mar 24, 2025	<div>On Track</div>	<div>Progress 10%</div>
Jun 01, 2024	Mar 01, 2025	<div>On Hold</div>	<div>Progress 40%</div>
Apr 01, 2025	May 31, 2025	<div>Upcoming</div>	
May 01, 2025	Jul 01, 2025	<div>Upcoming</div>	
Jul 01, 2025	Dec 31, 2025	<div>Upcoming</div>	



The Current State (7/8)

Reporting Example (cont):

Guiding Principle *Housing* →

Strategic Initiative *Develop a city homeownership program* →

Workplan *Rockville Homeownership Program* →

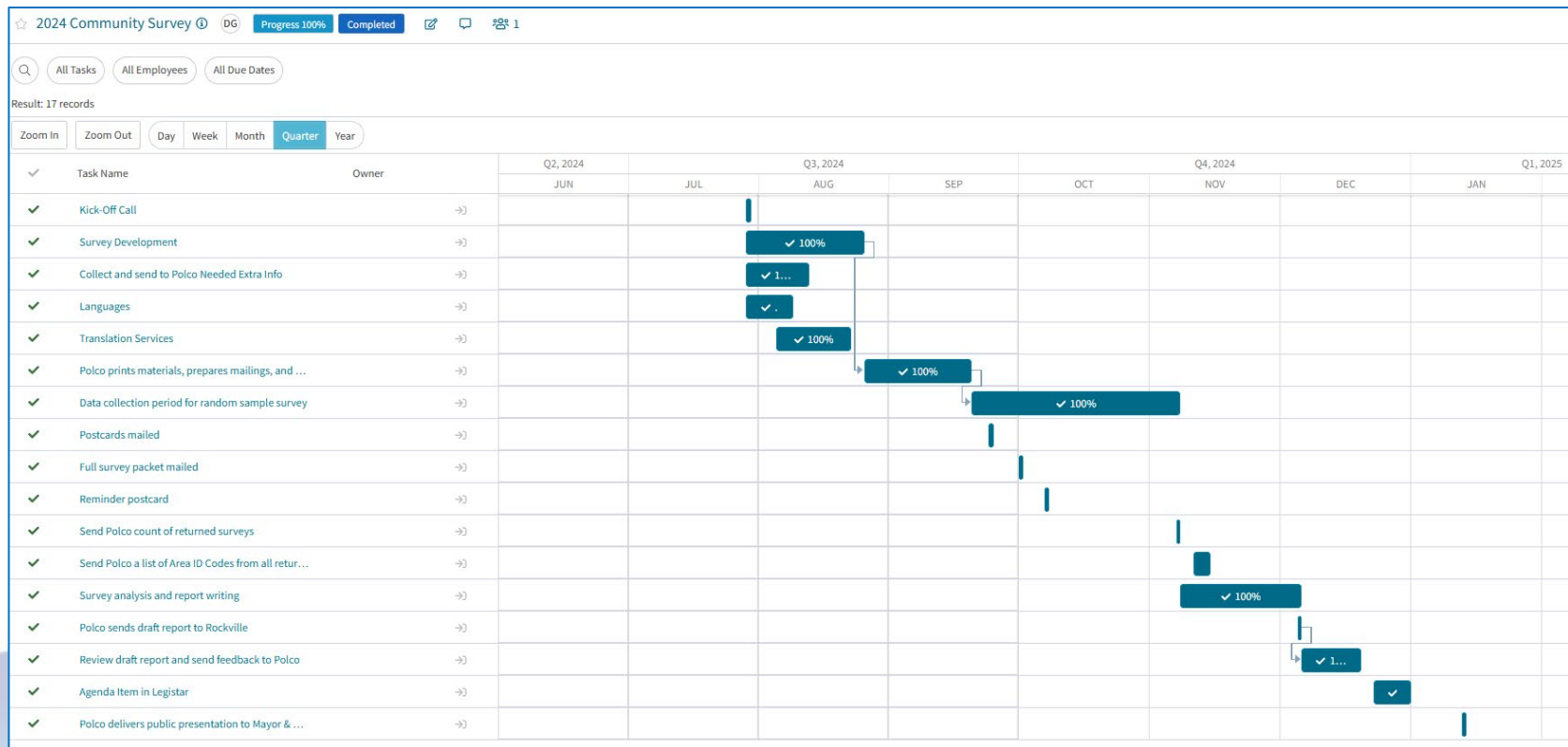
Action Items

Last Update	Last Update Date
UMD had been engaged, a student has been selected to work on the project. Initial student deliverables have been provided. Student results are expected in April 2025.	Jan 15, 2025
Work session identified (3/24) and scheduled on the 6-month calendar.	Jan 16, 2025
Still waiting for information and response from HCI.	Jan 16, 2025



The Current State (8/8)

Projects Module example: The 2024 Community Survey





Next Steps

- **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**



Requested Feedback

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



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: WORKSESSION
Department: CPDS - ZONING REVIEW & OTHER
Responsible Staff: JIM WASILAK

Subject

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

Department

CPDS - Zoning Review & Other

Recommendation

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

The following feedback is 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?

Change in Law or Policy

Direction on the requested items would be implemented through future changes to the zoning ordinance through the Zoning Ordinance Rewrite (ZOR).

Discussion

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.

Since the September 30th work session on FAST 2 (see Attachment 1 – FAST 2 Project Charter), staff has explored ways to achieve the Mayor and Council’s objectives in this area. During this work session, staff will present recommended changes to the city’s development review processes and seek the Mayor and Council’s guidance. Development review processes are regulated through the city’s Zoning Ordinance. As such, while FAST 2 identifies and recommends changes to development review processes, the proposed changes would be implemented by amending the text of the city’s Zoning Ordinance through the ongoing Zoning Ordinance Rewrite (ZOR) project.

Housing Guiding Principle

As has been noted before, the United States is in a housing crisis. According to Freddie Mac, the mortgage finance giant, the nation is short by approximately four million units. The deficit is particularly true with low-cost rentals and entry-level starter homes favored by first-time buyers. The Great Recession of 2008 led to a severe drop in housing production throughout the nation, including in Rockville. Inflation, high interest rates, and zoning restrictions continue to contribute to the shortage. The lack of supply has caused home prices and rents to significantly rise, and the gap in affordability is worst for the lowest-income households. High housing costs are a challenge to many individuals and families, especially newcomers to Rockville and those with lower incomes. Finding a place to rent or buy is more expensive than in decades past. Much less undeveloped land is available in the city or county while the overall regional population has increased markedly, resulting in a rapid increase in the cost of land. Other pressure points to the city’s housing challenge are Rockville’s desirability as a place to live and work within the Washington, D.C. region and a growing senior population. Most future housing will be multi-family buildings in mixed-use centers served by public transportation.

National Strategies to Address the Housing Crisis

A partnership between the American Planning Association (APA) and the National League of Cities (NLC), the **Housing Supply Accelerator** is a national campaign to improve local capacity, identify critical solutions, and speed reforms that enable communities and developers to work together to produce, preserve and provide a diverse range of quality housing by realigning the efforts of public and private stakeholders in the housing sector to meet housing needs at the local level.

The Housing Supply Accelerator Playbook is for local elected officials and community planners working to boost diverse, attainable, and equitable housing supply in communities nationwide. One of the many strategies within this Playbook includes streamlining processes for housing

development review and approval including expanding administrative (staff) review and decision. Requiring a permitted use to go to a planning commission or an elected body for review and approval is an added step that can increase costs and risk due to the lack of predictability. Expanding administrative reviews can significantly help facilitate housing production.

The APA¹ provides guidance on the appropriate use of administrative decisions and describes their benefits in several publications. 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 allow for a faster and more efficient decision-making process. For projects that are approved at a staff level, time can be saved that would otherwise go toward preparing and presenting before an elected or appointed body. Streamlined approval processes can increase confidence among developers and increase the likelihood of investment in the community.
- With fewer meetings and associated legal or consultant costs, administrative approvals are typically less expensive for applicants. This can help make projects more financially viable, particularly in times of increasing construction costs.
- Administrative approvals can increase the predictability of development processes. Staff are trained in consistent interpretation and application of the city's development regulations, which reduces risk for the applicant. The APA Equity in Zoning Policy Guide states, "Because staff are often trained to make the same decision in the same way for similar applications, [...] some of the opportunities for inequity introduced in the public hearing process are removed. The 'applicant neutrality' of this type of decision-making has led some communities to focus on making as many zoning decisions as possible administrative decisions."
- Administrative approvals also increase overall efficiency by allowing appointed or elected bodies and the public to focus on more complex infill projects near existing residential areas while allowing desired development projects located in targeted growth areas to be handled administratively.

Economic Development Guiding Principle

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. A continuum of housing types is needed, especially a housing product that is affordable, in an urban setting, and close to transportation alternatives. When workforces cannot find housing or maintain housing expenses, they explore new options, sometimes driving them away from the community, region, or even state. As housing in the Rockville becomes less available or affordable, the desire to work in Rockville is reduced due to the additional cost and

¹ <https://www.planning.org/growingsmart/>, <https://www.planning.org/publications/report/9154841/>,
<https://www.planning.org/publications/document/9264386/>

time to live farther away. This also results in greater regional traffic and environmental impacts due to more vehicle miles driven.

Effective and Efficient Service Delivery

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. We also believe our current requirements are not as flexible as needed to resolve development issues in a timely manner. To inform the recommendations presented in this report, staff first mapped out current development review processes. Then steps were analyzed and recommended for removal only if they were redundant or did not add value or provide a critical function. The intent is to provide an efficient and transparent review process that facilitates high-quality development that meets all requirements. Efficient, predictable processes are critical for economic development, job creation, and the construction of new housing. Increasing the number and types of applications that can be approved administratively is another way to increase efficiency and predictability in development decisions.

Our existing Zoning Ordinance has not been comprehensively updated for over 15 years. Our development processes have resulted in some proposed developments taking three years or more to begin construction. Some developers claim that the time and expense of our existing review and approval process limits Rockville's attractiveness for new residential developments.

One example is the lengthy process that project plans, Planned Development amendments, and associated site plans must follow. A review of cases over the past five years shows that the average time from the initial pre-application submittal to the approval of the project plan is over 18 months. Additionally, projects subject to the project plan process must also receive site plan approval. Of the recent cases reviewed, subsequent site plans were in process for an average of an additional seven months, resulting in a total of two years from initial submission to final Planning Commission approval. This is not the result of a significant outlier. Only one project proceeded from pre-application to project plan approval within a year. There are a variety of factors for this. These are complex projects, often with design challenges that take time to resolve. Applicants may place a project on hold or choose to delay resubmittals. Often these issues are beyond the City's control. However, reviewing the process shows several duplicative steps and several others that provide limited value, which are further discussed in the Recommendations for Development Process Improvements section below.

Processes for each of these are further described in flowcharts in Attachment 2 – Current and Proposed Processes.

Rockville's Advantages

Tackling this national housing supply shortage at the local level demands a comprehensive approach to achieve meaningful progress. Staff believes that Rockville is in a much better position than other localities to take action to make this progress.

Pipeline For New Residential Development

Currently, Rockville has the zoning in place to permit thousands of new residential units. Specifically, owners have been given certain development rights and approvals to construct these residential units based on the zoning of the property provided that proposed site plans meet all the technical standards and requirements included in our current zoning ordinance.

Between now and 2050, there are nearly 6,000 housing units in the pipeline, with a total of 12,160 units either approved, projected, pending, or completed (see Figure 8). If the owners/developers move forward on these projects, Rockville would be on track to meet its housing targets of 3,800 units by 2030 and 8,600 housing units by 2040. However, not all approved, projected, or pending units will necessarily turn into completed projects due to a range of economic factors, including many outside of the city's control. Current factors such as higher than normal interest rates and high cost of construction materials impact the decisions on whether to move forward with projects even though housing demand is high. However, the city can take actions that could activate residential projects sooner.

Figure 8. Housing Units Forecast¹⁶

	<u>2020-2030</u>	<u>2031-2040</u>	<u>2041-2050</u>	<u>Total</u>
<u>Approved</u>	4,699	460	-	5,159
<u>Projected</u>	-	3,440	1,843	5,283
<u>Pending</u>	295	226	-	521
<u>Completed</u>	1,197	-	-	1,197
<u>Total</u>	6,191	4,126	1,843	12,160

Source: City of Rockville Department of Community Planning and Development Services

Rockville 2040 and Recently Adopted Town Center Master Plan

The Mayor and Council adopted the Rockville 2040 Comprehensive Plan in 2021. Among its many recommendations related to land use and zoning, the Plan includes recommendations to rezone over 600 properties to allow for a significant increase in the number of housing units permitted. Additionally, the recently adopted Town Center Master Plan establishes a goal of 3,000 units for Planning Area 1 by 2040. The Plan also proposes new character areas in the Town Center that would allow significantly increased building heights and therefore a greater number of units than what is allowed under our current zoning.

With the adoption of a new Zoning Ordinance and associated Zoning Map in 2026, the potential number of new residential units will increase significantly if owners/developers move forward with projects.

Zoning Ordinance Rewrite (ZOR)

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. Making these items requirements in the zoning ordinance will bring about consistency and should reduce the need for discretionary reviews. For example, requirements for increased

EV charging stations and enhanced public use space requirements would address previous conditions placed on specific developments.

Updated FAST Plan

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 (**F**aster, **A**ccountable, **S**marter, and **T**ransparent – Improvements to Permitting and Development Review Processes). This name reflects expected results among staff and stakeholders.

On September 30, 2024, staff presented an updated plan for a second phase of FAST containing outstanding items from the first phase as well as additional new action items (see Attachment 1 – FAST 2 Project Charter). The action items listed in the Charter include many different development review and permitting functions and identifying areas of improvement in administration, programs, and processes.

Following the September 30, 2024, work session on FAST 2, staff began working on key items including:

1. Incorporating action items into the ZOR, including:
 - a. Adjusting the approving authority for certain types of site plans.
 - b. Streamlining the project plan process.
 - c. Streamlining the Planned Development (PD) amendment process.
 - d. Allowing for some Historic District Certificates of Approval to be approved administratively.
 - e. Establishing an administrative process for plats.
 - f. Creating a more efficient and effective alternative to the site plan process for changes of use for new businesses/tenants.
2. Drafting changes to Chapter 21 (road code) for future Mayor and Council consideration.
3. Aligning permitting action items with the Results Rockville action item to establish and implement a metric to reduce the time to building permit issuance and re-establish an expedited building permit review process.
4. Restarting the Quick Start Program, effective on February 17, 2025. A project may qualify to participate in the program if it is a commercial interior alteration/renovation or a new commercial tenant where there is no change of use or occupancy. The program allows for limited interior work to begin while the construction documents undergo a full review.
5. Working toward a virtual one-stop shop by configuring Development Review and Public Works applications into the City's online permitting system, with some planned to go live later this year.

While most of these items will not be further addressed in this staff report, the staff is now tracking the FAST project in the Envisio software system and is developing a variety of progress reports.

Three action items were included in the FAST 2 Charter (see Attachment 1 – FAST 2 Project Charter) and discussed during the September 30 work session for which staff is now providing additional detail and alternative recommendations and requesting additional direction. Proposed changes to these four items are reflected in the updated project charter and are the focus of this report. It is important to note that the four items discussed in this report represent only a part of the whole development and permitting process. Therefore, while the recommendations would lead to faster and more efficient processes, changing these three items alone should not be viewed as a complete solution. Implementing the rest of the FAST action items and completing the ZOR is critical to achieving more comprehensive improvement.

Recommendations for Development Process Improvements

1. Streamline the Project Plan process to be achievable within six months as follows:

- Mayor and Council continue to be the deciding body, making findings on Adequate Public Facilities (APF), consistency with the comprehensive plan, and the proposed uses and intensity of the development, following a recommendation from the Planning Commission.
- Combine the preapplication area meeting and the post-application area meeting into a single post-application meeting, consistent with the Mayor and Council direction at the September 30 work session.
- Remove the mandatory briefings for the Planning Commission and Mayor and Council. There are a variety of other means for these bodies to learn about the proposed development. Plans are posted on the city's website, applicants are required to notify the Mayor and Council electronically, and city staff is available to answer any questions about proposed projects. Reducing the number of public meetings is also consistent with the State's goals of limiting the number of public meetings required for priority development projects as stated in the Housing Expansion and Affordability Act.
- Allow site plans that follow project plans to be approved administratively. Currently, these site plans are approved by the Planning Commission even when they are subsequent to a project plan. Because the Mayor and Council have already made the more discretionary findings on the project at the project plan stage, including consistency with the Comprehensive Plan (considering and informed by a recommendation from the Planning Commission), staff can confirm that the site plans are consistent with the project plan and comply with all aspects of the Zoning Ordinance and other city requirements such as transportation, utilities, stormwater, fire access, and forestry. These site plans can be processed concurrently with the project plan, so long as the project plan is approved first.

For a comparison of the current process and these proposed changes, see Attachment 2 – Current and Proposed Processes. Staff estimates that these changes would result in a reduction of approximately seven weeks in the minimum time required to complete the project plan and associated site plan process. This change would also result in significant time

savings for staff. The project plan portion of the process would be achievable in six months provided that applicants are able to address comments and provide timely resubmittals.

2. Streamline the Planned Development (PD) amendment process to be achievable within 6 months.

Throughout the City, there are a variety of Planned Development (PD) zones with special provisions for development standards and uses. Development or redevelopment within these zones requires a PD amendment, which the Zoning Ordinance currently requires to follow the same process as the project plan. While both are subject to Mayor and Council approval, they represent different requests. While project plans represent new development or complete redevelopment, PD amendments propose a change to a development previously approved by the Mayor and Council. Because of this, the staff proposes a new PD amendment process that reflects this.

- The Mayor and Council will continue to be the deciding body, making findings on Adequate Public Facilities (APF), consistency with the comprehensive plan, and the proposed uses and intensity of the development, as well as any changes needed to the PD regulations.
- One post-application area meeting would be required, consistent with the Mayor and Council's direction at the September 30 work session.
- The Planning Commission would approve subsequent site plans. These site plans should be eligible for concurrent review along with the PD amendment, so long as the PD amendment is approved prior to the site plan.

For a comparison of the current process and these proposed changes, see Attachment 2 – Current and Proposed Processes. Staff estimates that these changes would reduce the minimum time required to complete the PD amendment process by approximately five weeks.

3. Designate certain mixed-use district developments for administrative site plan approval.

A review of site plans for new development processed over the last five years found that of the 20 applications filed, only one met the criteria to be processed administratively. The other 19 required Planning Commission approval. There is an opportunity to identify additional types of developments that could be approved under the administrative process.

- Redevelopments in the most intense Mixed-Use zones (MXB, MXCT, MXE, MXCD, and MXTD) when not within 300 feet of a residential zone (see Attachment 3 – Mixed Use Zones Residential Buffer Map) should be eligible for administrative approval.

This recommendation is similar to Montgomery County's process. Within Montgomery County's mixed-use zones, new development proposals that are within height and area

thresholds and not adjacent to certain zones can be approved administratively. However, many developers in Montgomery County go through a process called the “optional method” which significantly increases the density and must go through the County Planning Board for approval.

4. Designate additional project types for administrative site plan approval.

The staff has developed the list below of types of development that align with current City plans, policies, and priorities that could be approved administratively.

- Nonresidential to residential conversions.
- Research and development (including life sciences) in the MXE zone (see Attachment 4 – MXE Zone Map). This aligns with the City’s economic development goals and REDI’s FY 25 Strategic Plan priority effort:

“Assist the City in marketing the Faster, Accountable, Smarter, Transparent (FAST) permitting program and other initiatives for businesses and with the Zoning Code re-write to streamline opening and operating bio/life science businesses and reduce barriers to coming to Rockville. This includes more ‘by right’ uses.” In addition, the city can promote sites within Rockville that are ‘Bio-Ready’ which means biotech laboratory and manufacturing uses are by right.

- Housing developments with 20% or greater affordable housing units City code currently requires 15% of residential units in a development to be Moderately Priced Dwelling Units. Some housing developments, especially if funded by Low-Income Housing Tax Credits (LIHTC), may exceed this, and the administrative process would benefit them.
- Housing for senior adults and persons with disabilities. This would reduce barriers to the development of supportive housing types for vulnerable populations.
- Residential development up to 19 units. These projects are below the City’s threshold for providing Moderately-Priced Dwelling Units (MPDUs). This would allow small projects to proceed faster, which is critical for challenging smaller residential projects.

For a comparison of the current process and these proposed changes, see Attachment 2 – Current and Proposed Processes. Because the processes remain similar, time savings for this change would result from establishing an available Planning Commission agenda, drafting staff reports and presentations, and sending notices, which amounts to a minimum of three to six weeks, along with the other advantages to administrative approvals referenced in the “National Strategies to Address the Housing Crisis” section above.

Mayor and Council History

In October 2018, the Mayor and Council endorsed the original FAST Project Charter. In May 2019, the Mayor and Council endorsed an updated list of action items. Based on this, staff developed and implemented a work plan and presented it to the Mayor and Council in November 2019. Staff provided updates by memo during this first phase of FAST. On September 30, 2024, the Mayor and Council held a work session on a second phase of FAST. Following this work session, several action items were revised to reflect the Mayor and Council's direction.

Public Notification and Engagement

In anticipation of launching this next phase of FAST, staff established an internal working group, which developed a statement of purpose and outcomes as shown in the draft charter. The team also assessed the development and permitting process and created a list of priority items to improve. In addition, the team engaged external customers through a survey and a listening session, and staff met and received feedback from both REDI and the Chamber of Commerce.

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.

Attachments

Attachment 1 - FAST 2 Project Charter, Attachment 2 - Current and Proposed Processes, Attachment 3 - Mixed-Use Zones Residential Buffer Map, Attachment 4 - MXE Zone Map, Attachment 5 - FAST 2 Presentation, Attachment 6 - Public Testimony

Improvements to Rockville's Development and Permitting Processes

Faster, Accountable, Smarter and Transparent (FAST) Project Charter Version 2

Introduction

Project Charter

The first step to initiate this project is to establish a “plan to do the project” or a Project Charter. This document contains information on:

1. Reason and purpose, and outcomes for the project;
2. Organizational structure with roles, responsibilities, decision-making authority, and project assignments;
3. Description of the community outreach and engagement strategy;
4. Reasonable schedules for project components; and
5. An implementation and monitoring plan.

1. Reason and Purpose

The new Mayor and Council have selected Economic Development and Housing as two of the three main focus areas for their term. They have explicitly stated the expectation that our development and permitting process must significantly change to streamline these processes to attract more economic development and to significantly grow the number of market rate and affordable housing in the City. The Comprehensive Plan also endorses these objectives.

There is a sense of urgency by the Mayor and Council, the City Manager, and our customers to successfully develop and follow-through with implementing improvements to these processes. Progress must be shown throughout the project including initial short-term accomplishments. Specific ordinance and code changes must be incorporated into the Zoning Ordinance Rewrite.

Outcomes

This project's proposed outcomes are grouped into four areas – **F**aster, **A**ccountable, **S**marter and **T**ransparent. All four outcomes are equally important. We are not focusing solely on faster because faster is not always the best outcome. Taking more time may be a smarter choice to gain the needed information to make the right decisions. In turn, we shouldn't analyze items to the extent that we unnecessarily slow down the process. Likewise, we need to establish processes that are understandable, fair, and provide information that is accessible to the public to create a truly transparent process.

Faster

The 2040 Plan and Mayor and Council's priorities demand an efficient development and permitting process. At the end of this project, non-value-added steps and procedures need to be identified and eliminated, and others streamlined, to improve processes that yield *faster* turn-around times and decisions on most applications.

To ensure that these changes make Rockville the premier location for high-quality development in the region, we must benchmark development review and permitting processes from other jurisdictions such as Montgomery County, Gaithersburg, and others and propose changes (zoning ordinance and other codes/standards as well as needed resources) to match or exceed the most effective and efficient processes.

Accountable

The City must continue and build on the focus on meeting a higher level of customer service established in the first phase of FAST. The City is accountable for delivering this higher level of customer service and the recommended actions from this effort needs to reflect and measure our progress toward this end. In these recommended actions, the applicants/customers also need to be accountable for the submission of complete/accurate applications and timely resubmissions.

Smarter

Improvements to the development and permitting process should result in gains in staff's efficiency and effectiveness. Staff within multiple departments need to work smarter by delivering seamless service through:

- Processes that are accessible and easily understood;
- Sound and timely decisions;
- Reasonable ordinances and regulations that are consistently applied;
- Solution-oriented approaches;
- Processes that balance and respect private and community interests; and
- Unified delivery of services (multiple departmental staff working as one for customers).

The project team will identify and propose innovative and creative actions to improve the customer experience.

In addition to drawing on staff's expertise for how to work smarter, we must seek recommendations from a "developer/builder" focus group on what changes are needed to make Rockville the premier place for development and propose how to make these changes.

Transparent

The City must provide for a transparent process through openness, accountability, and honesty. Our customers should know what is expected and have access to the public information they need to develop within the city.

Transparency is an obligation by the City to share information with citizens on the development and permitting process and how decisions are made based on adopted

ordinances, plans, and requirements. This outcome is important to maintain trust with the citizens and customers we serve and holds staff and other public officials accountable for our actions.

Project Name:

Since these outcomes are critical to the success of this project and their prominence is important, the name of the project is **FAST** (**F**aster, **A**ccountable, **S**marter, and **T**ransparent). This name will keep our expected results always in the forefront among staff and stakeholders and will be a constant measurement for our progress and success.

2. Organizational Structure

The organizational structure is composed of:

- **Mayor and Council (M&C)** – The Mayor and Council has provided the priority initiatives and overall purpose of this project. M&C must be kept informed of our efforts and progress. They also need to approve code changes that will be required to implement certain process improvements. The Mayor and Council must ultimately decide the balance needed to respect both public and private interest when considering code and process changes. The Mayor and Council provides guidance and direction on policy and process changes.
- **City Manager** – The City Manager helps develop and ultimately approves the Project Charter and provides overall direction to the Executive Team and Project Manager at key points throughout the project.
- **Executive Team** – This team is composed of the Directors of Public Works and Community Planning and Development Services. Craig Simoneau and Ricky Barker are responsible for the development and execution of the Project Charter, making executive decisions for the Project Team when appropriate, providing overall communication to staff within their departments, providing resources, encouragement, and support for staff working on the project. The Executive Team, in conjunction with the City Manager, will have final say over the recommendations, actions, and implementation schedule. This Team will also play a critical role in establishing an effective process for making key decisions among competing objectives. The Executive Team will need to coordinate closely with the City Attorney's Office on changes to codes and processes. The Team, with the City Attorney, will need to determine how best to accomplish this (e.g., representation on a team or teams). This Team will also provide regular progress reports to the Mayor and Council.

- **Project Manager (PM)** – The project manager is the Development Services Manager, John Foreman. John is accountable to the Executive Team and the City Manager to ensure that the Project Charter is implemented, progress reports are provided, and recommendations are acted upon. John will promote engagement, collaboration, and accountability among the Project Team. He is also accessible and available to the Team for support, guidance, and direction.
- **Project Team** – The project team will contain front line staff and management from CPDS and Public Works.

3. **Community Outreach and Engagement Strategy**

In anticipation of launching this next phase of FAST, staff established an internal working group, which developed a statement of purpose and outcomes as shown in the draft charter. The team also assessed the development and permitting process and created a list of priority items to improve. In addition, the team engaged external customers through a survey and a listening session, and staff met and received feedback from both REDI and the Chamber of Commerce.

4. **FAST Schedule**

The overall time frame to complete this phase of the FAST project is approximately a year to eighteen months. Since many of the recommended action items are changes associated with other processes such as the Zoning Ordinance Rewrite (ZOR) and updates to other sections of the code, the FAST schedule will coincide with the schedules for these processes. For other actions, the Project Manager will work with the Project Team to develop schedules as appropriate.

5. **Implementation and Monitoring Plan**

The long-term success of this project depends upon the effectiveness of the solutions that are implemented. It will be important to include ways to measure our success to achieve our outcomes (Faster and Smarter), and to determine if additional changes are needed. This evaluation should be based on internal/external evaluations by our customers. Time-periods will be established by the Executive Team for evaluating results and making adjustments as needed.

6. **Key Issues and Recommended Action Items**

Issue 1: Numerous items require Planning Commission and/or Mayor and Council approval. Limited administrative approvals.

1. For all processes, consider changes to the approving authority where a different body or process could ensure that all requirements are met while reducing time, cost, and risk.
2. ~~Adjust the approving authority for site plans as follows:~~

- ~~Designate the Planning Commission as the approving authority for site plans that request modifications to development standards such as setbacks, building height, buffer width or other similar items.~~
 - ~~Allow for administrative approval for site plans that meet all standards and requirements can be approved administratively.~~
2. Make certain types of projects that align with current City plans, policies and priorities eligible for administrative approval of site plans.
 3. ~~Change the focus of the project plan to be for large multiphase developments (for example on sites greater than ten acres) to gain conceptional approval, including Adequate Public Facilities (APF) for the entire project with subsequent site plans to be approved administratively unless relief from development standards is requested. Streamline the process to be achievable within six months.~~
 3. Streamline the project plan process by combining the two area meetings into one meeting, removing mandatory briefings before Planning Commission and Mayor and Council, and allowing subsequent site plans to be approved administratively. The process should be achievable within six months.
 4. ~~For properties within a Planned Development (PD) zone, provide the option to develop either (a) according to the PD or (b) through a PD amendment subject to Planning Commission approval. Currently, property within a PD must follow the more extensive project plan process even when developing under the equivalent zone.~~
 4. Create a new streamlined Planned Development (PD) amendment process with one required area meeting followed by a decision from the Mayor and Council, with subsequent site plans to be approved by the Planning Commission.
[Note these three action items are the subject of the March 3 Works Session with updated recommendations]
 5. Allow certain changes of use such as changes to similar commercial uses or changes from higher impact uses to lower impact uses to be processed through the Occupancy Permit process without triggering a site plan amendment. This action would significantly reduce the requirements for certain changes of use that do not produce the need for improvements on the site.
 6. Allow the Planning Commission to delegate final plat approval to an administrative officer as allowed by state law.
 7. As identified in the Historic Resources Work Plan, review and add an Administrative Level Certificate of Approval (COA) into Chapter 25. Assess Historic District Commission applications and develop a proposed list of Administrative or Staff-Level Approvals.
 8. Convert most special exceptions to conditional uses to yield a shorter, less costly process.
 9. Chapter 21 (Road Code & ROW Agreements) – allow staff additional flexibility by further delegating more common approvals to the Director for efficiencies and to approve some waivers based upon criteria.

Issue 2: Lots of required public meetings

1. Streamline the process by combining the preapplication and postapplication area meetings into a single meeting with the neighborhood.

Issue 3: Notification requirements are overly reliant on mailed notices.

1. Require mailed notification only for area meetings and public hearings before the Planning Commission and Mayor and Council.
2. Continue to provide the initial packet of information for public notice on applications while limiting subsequent mailings to postcards.
3. Encourage residents to sign up for online notification or through social media for those who want to do so.
4. Improve our notifications of public meetings on the city's webpage by creating a central location for all notices.
5. Improve posting sign requirements.

Issue 4: Projects take longer than other jurisdictions, with different processes

1. Benchmark key processes to similar processes from other jurisdictions to match or exceed the most effective and efficient processes. In addition to benchmarking, examining other jurisdictions' processes provides an opportunity to identify and implement their effective practices.

Issue 5: Comprehensive Transportation Review (CTR) requirements extend application processing timelines for small projects without providing actionable benefits.

1. Develop new thresholds for transportation report requirements through the CTR, allowing for de minimis cases where qualifying small or minor projects would be exempt from the requirement of submitting a transportation report.
2. Clarify the transportation report requirements for all types of projects through the CTR.

Issue 6: Variety of guidelines separate from the code.

1. Incorporate guidelines as requirements into relevant sections of City code, as appropriate.
2. For others, update the guidelines.

Issue 7: No single point of application, multiple applications required.

1. Complete virtual One-Stop Shop by including all development and permitting applications in a comprehensive system.
2. Where possible, streamline the process by combining separate applications and fees.

Issue 8: Incomplete information and resources for customers

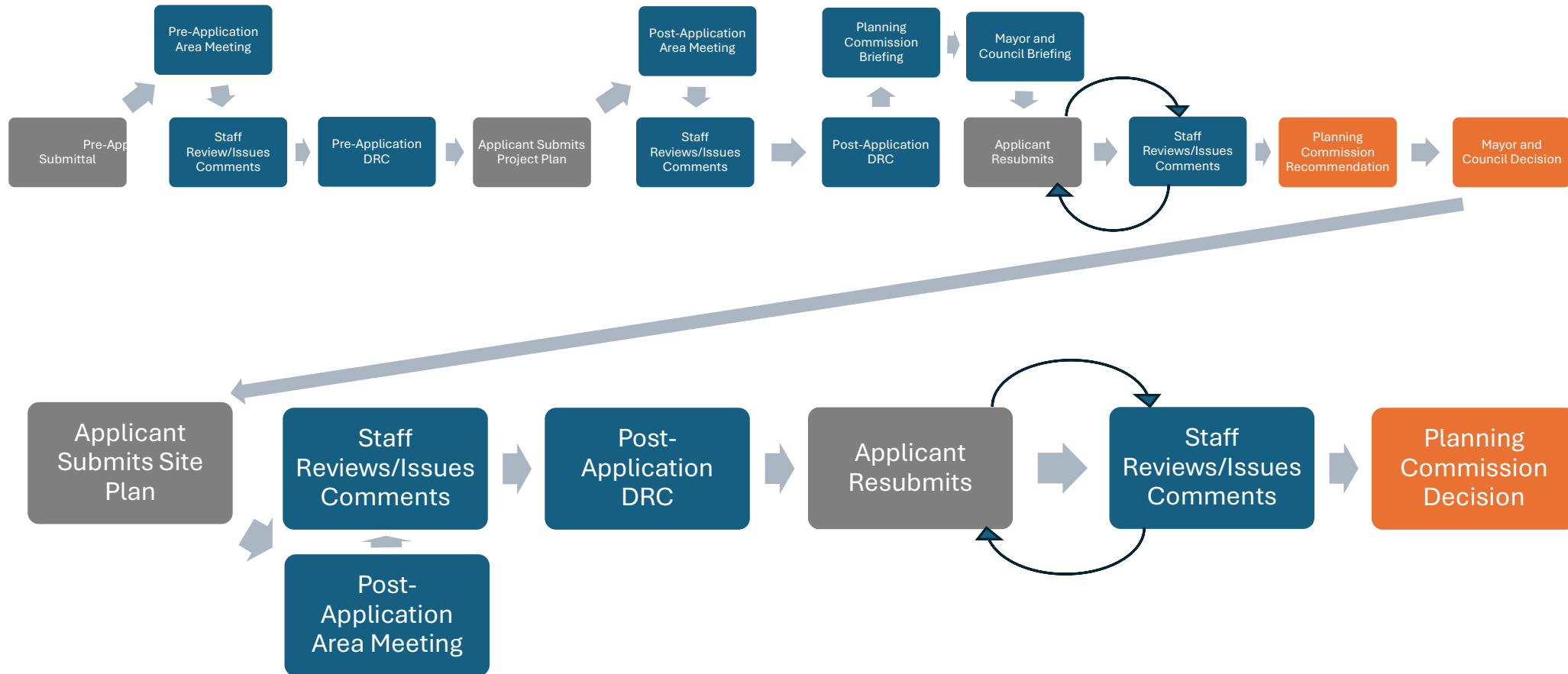
1. Update guidance documents such as the Development Review Procedures Guide and application checklists. Update the City's website to make this information more accessible.
2. Post information such as approved site plans, use permits, and other information online for the public to access.

Issue 9: Building Permit Review Process:

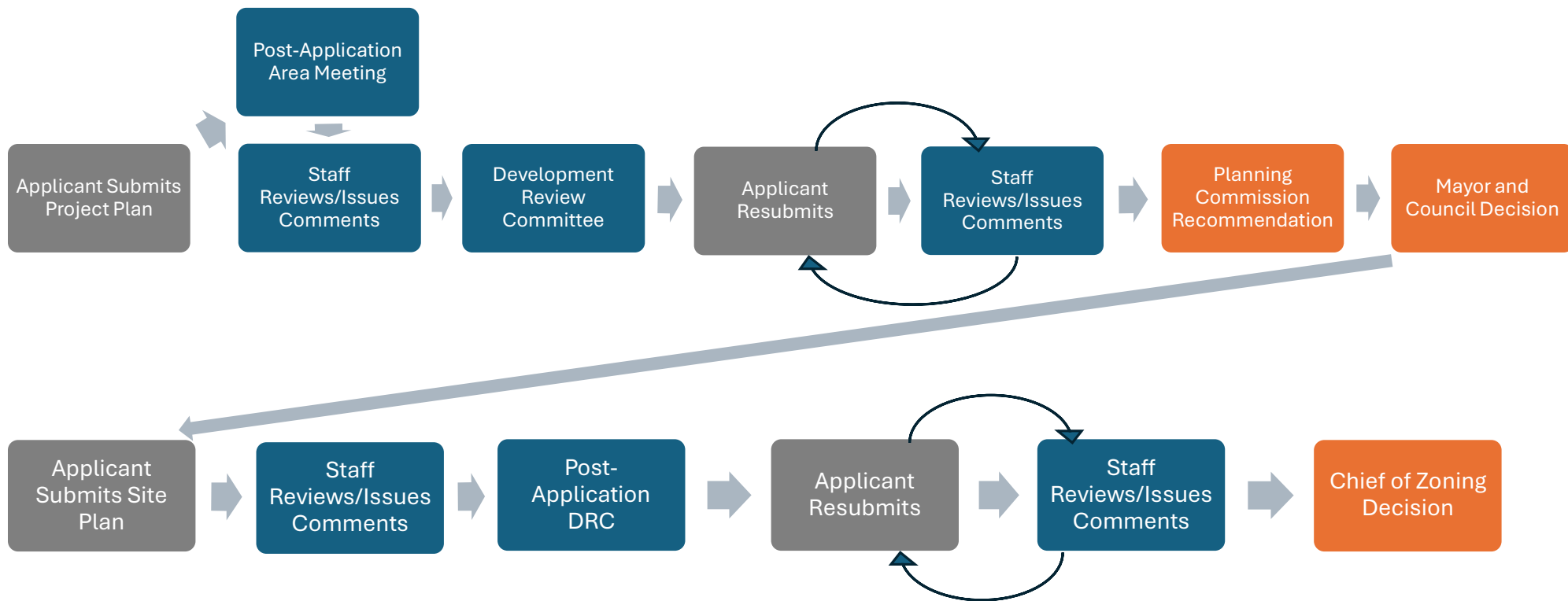
1. Consistently meet published review targets.
2. Ensure we are on par or faster than neighboring municipalities building permit process.
3. Build on the current expedited process for residential sheds and fences, which are currently reviewed by CPDS within 3 days of submittal.
4. Through benchmarking with other localities, implement an effective "Expedited Review" program.

In summary, initial focus on the above items will make a positive impact and provide an improved level of service for our customers.

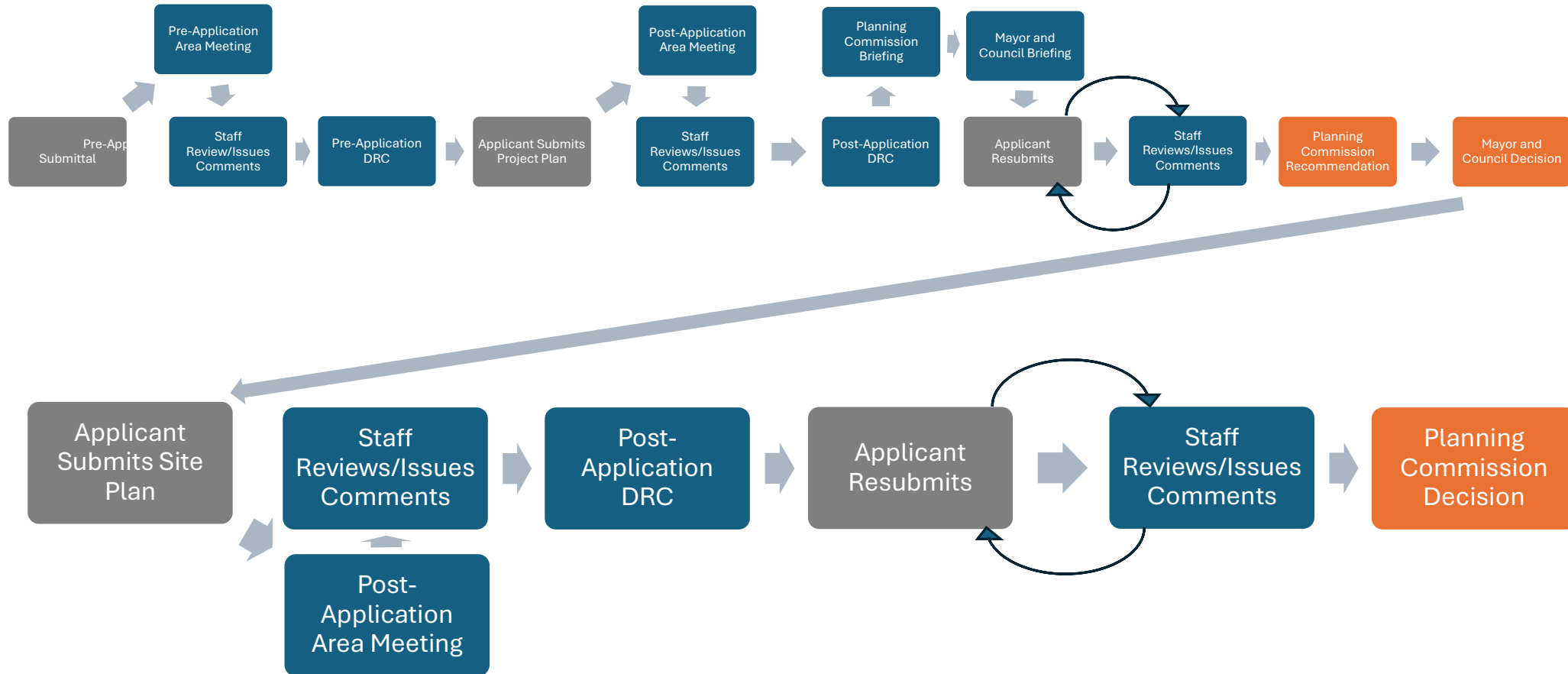
Current Project Plan Process



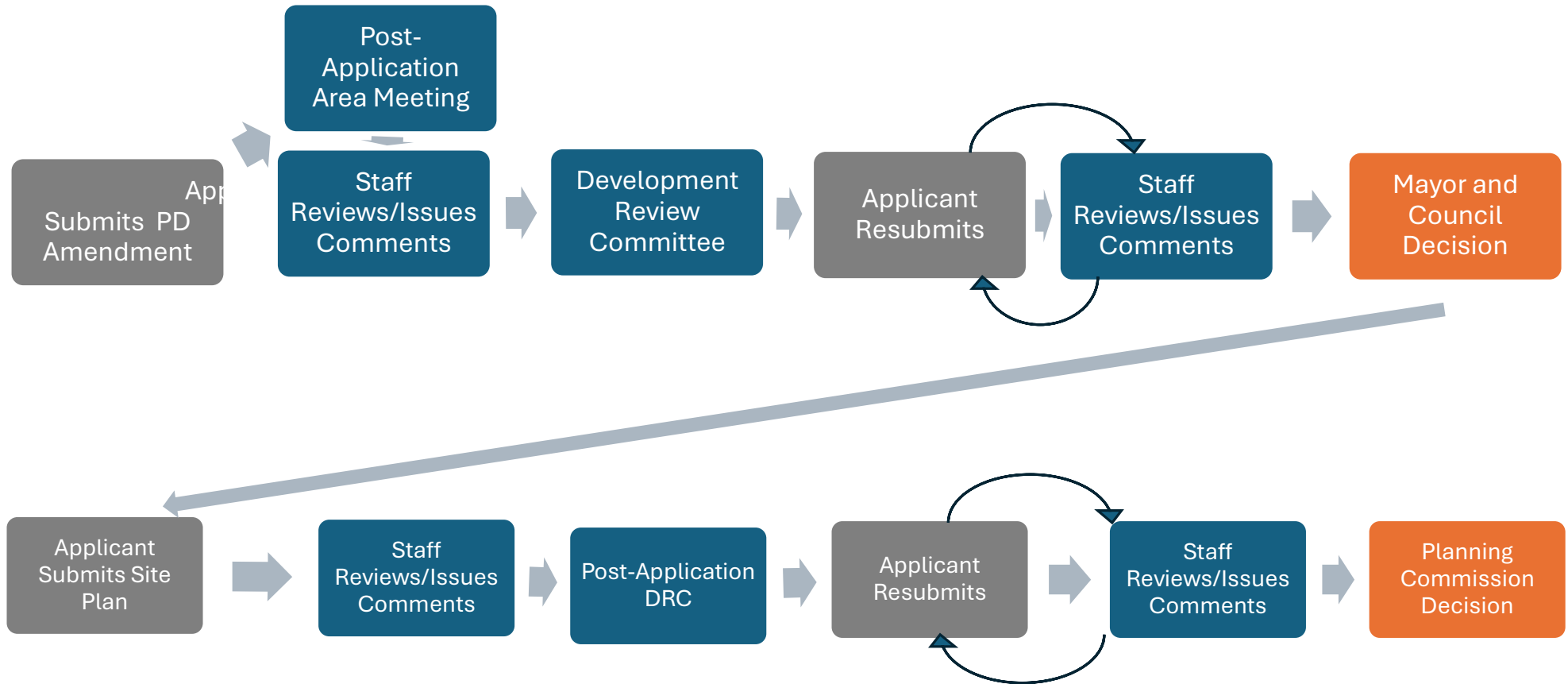
Proposed Project Plan Process



Current PD Amendment Process

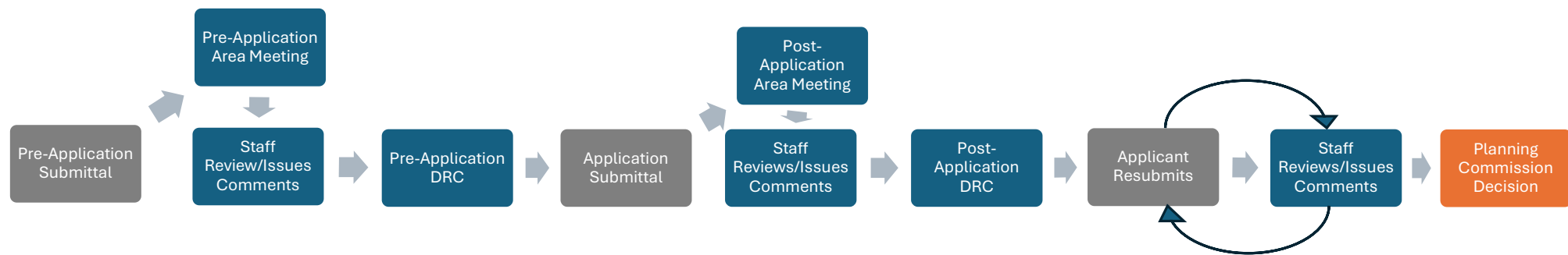


Proposed PD Amendment Process

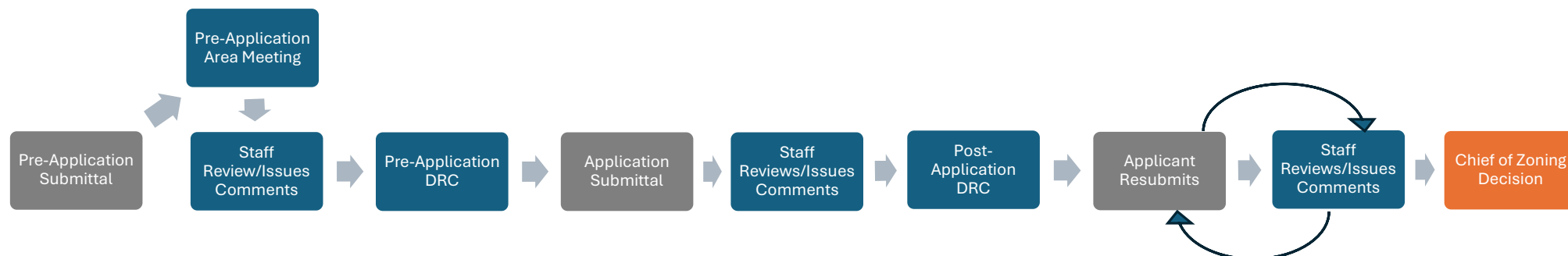


Current Site Plan Processes

■ Level 2

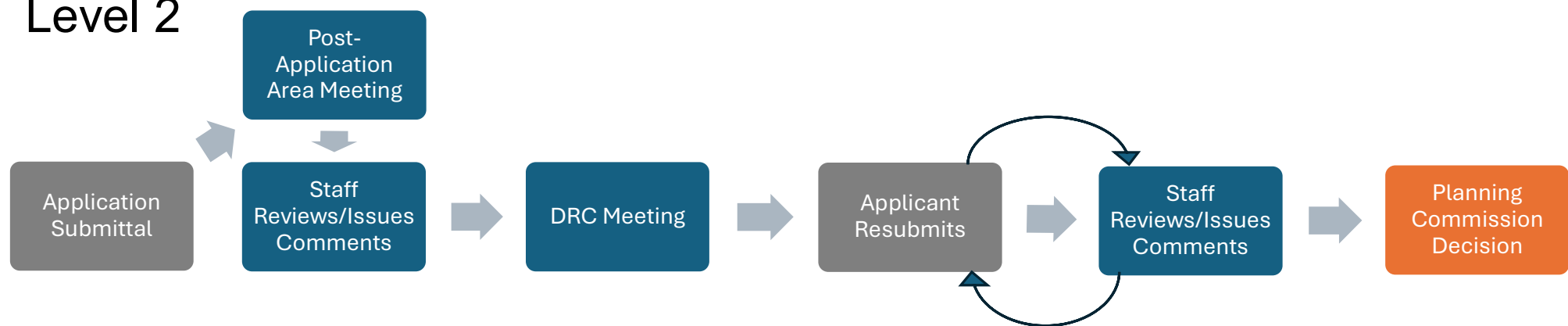


■ Level 1

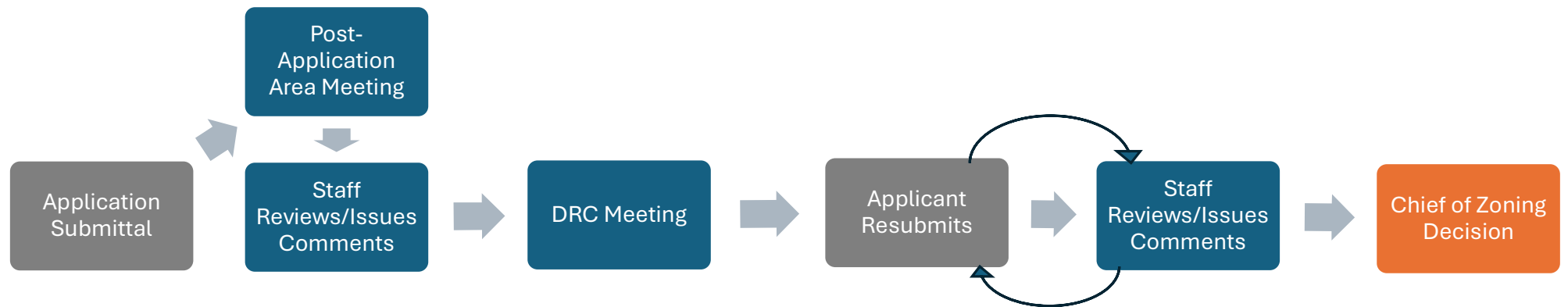


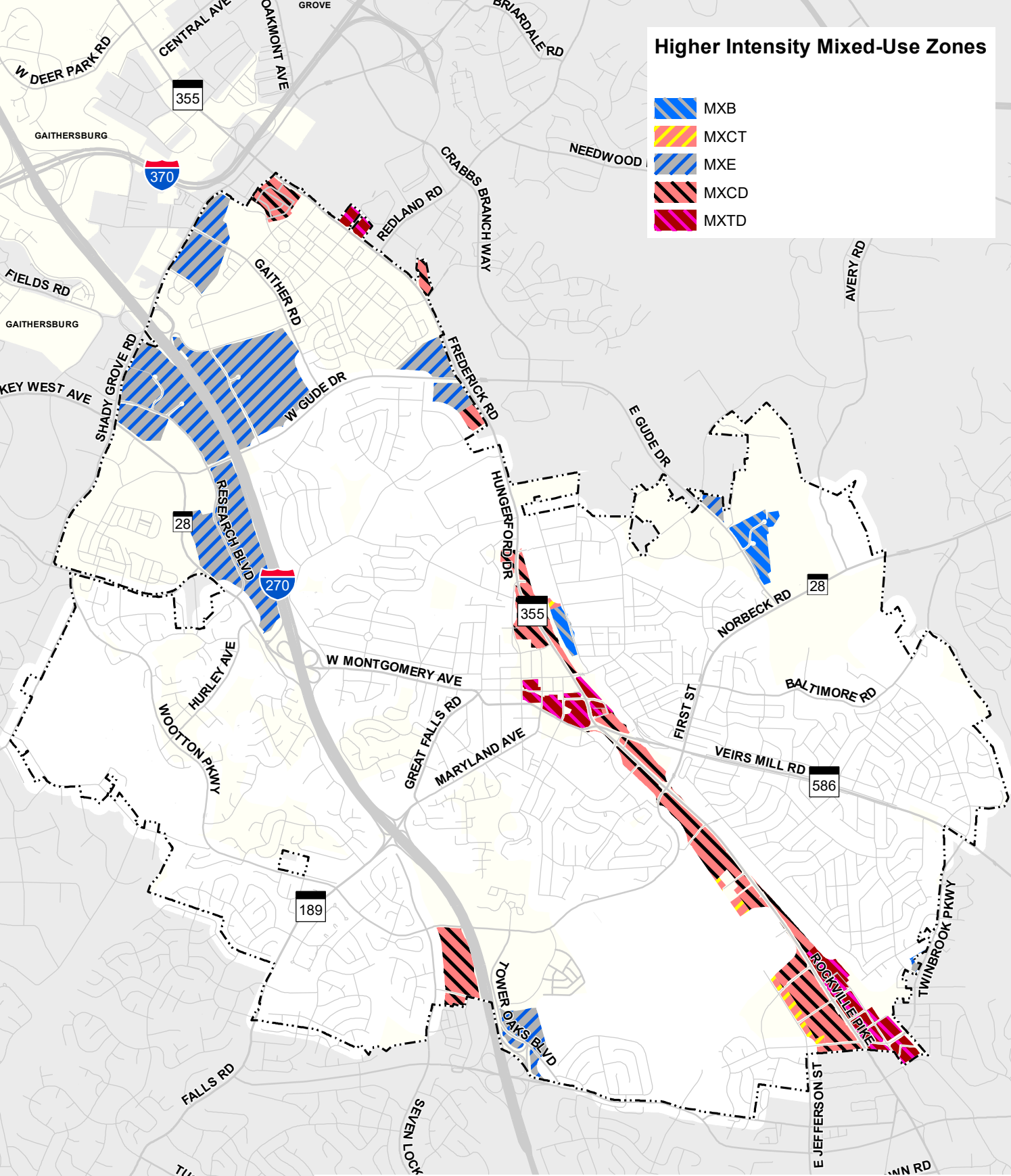
Proposed Site Plan Processes

Level 2



Level 1

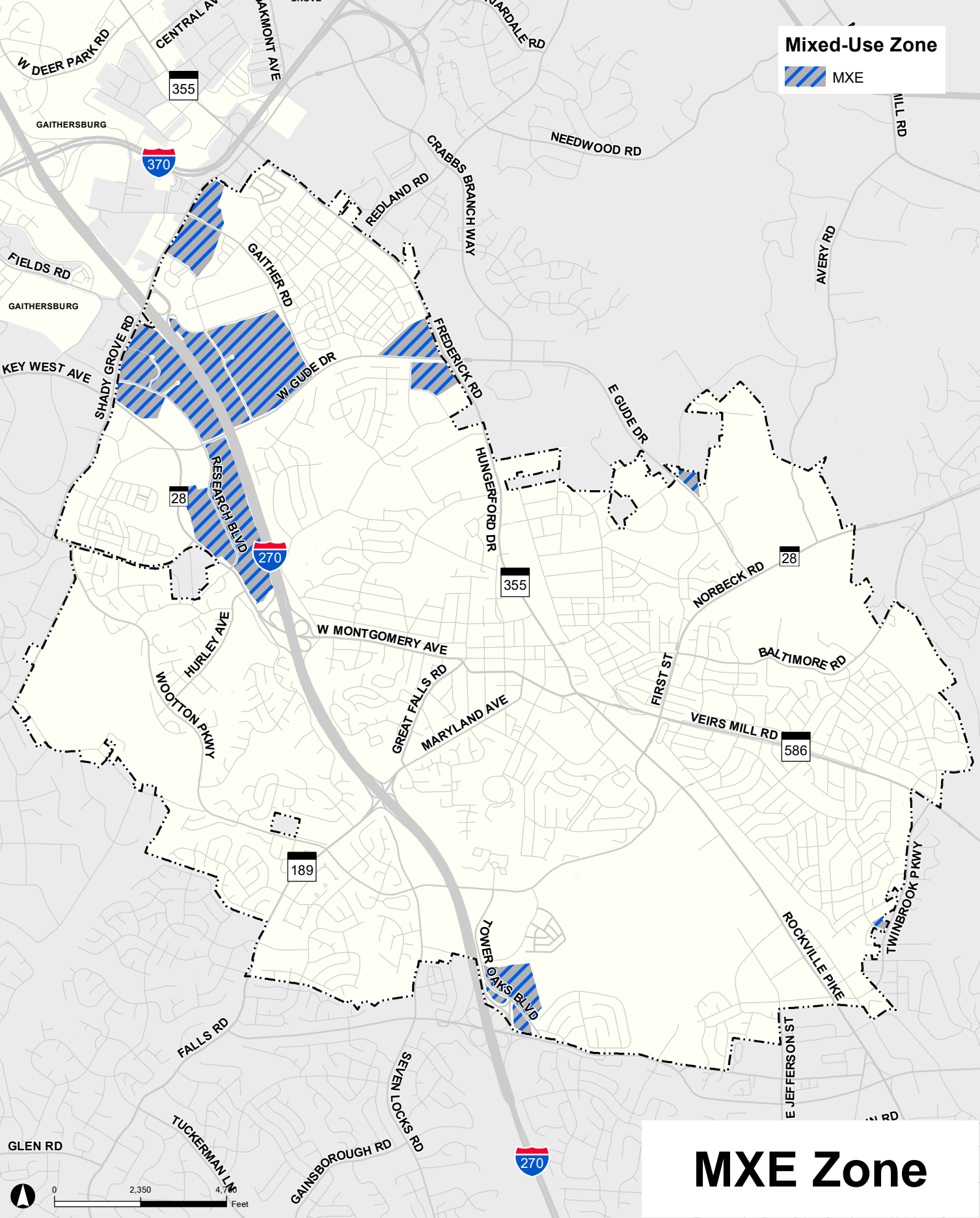




Higher Intensity Mixed-Use Zones

- MXB
- MXCT
- MXE
- MXCD
- MXTD

Mixed-Use Zones beyond 300 feet from Residential Zones (excluding RMD-25)





Zoning Ordinance Rewrite: FAST 2 Process Improvements

Work Session

March 3, 2025

Outline

- Requested feedback
- FAST 2 and Zoning Ordinance Rewrite
- Connection with Mayor and Council focus areas
- Rockville Advantages
- FAST 2 Plan
- Recommendations
- Requested feedback
- Questions

Requested Feedback

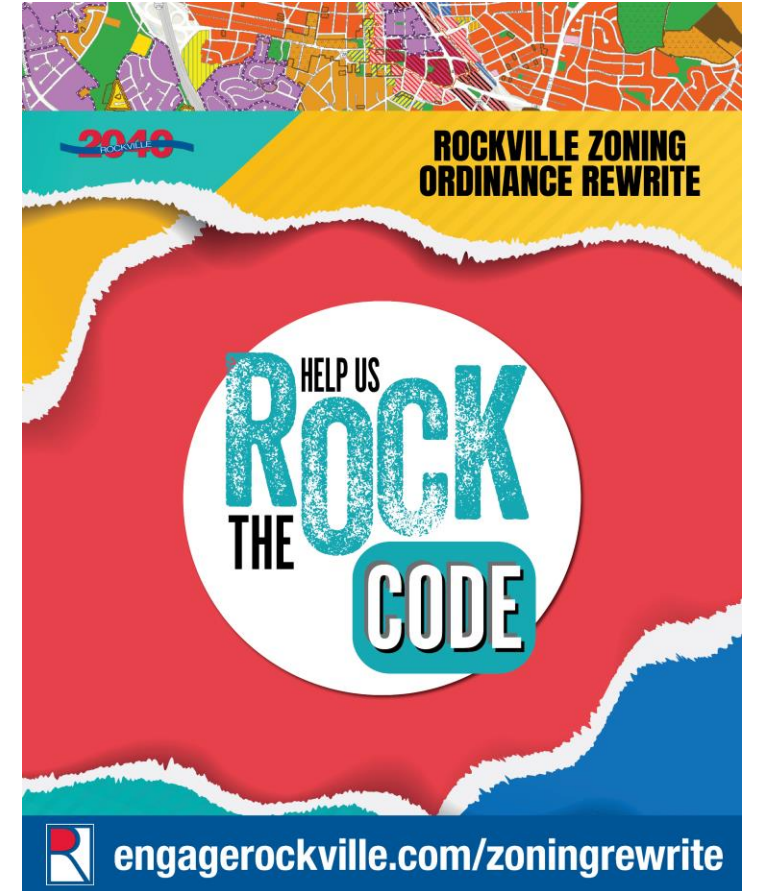
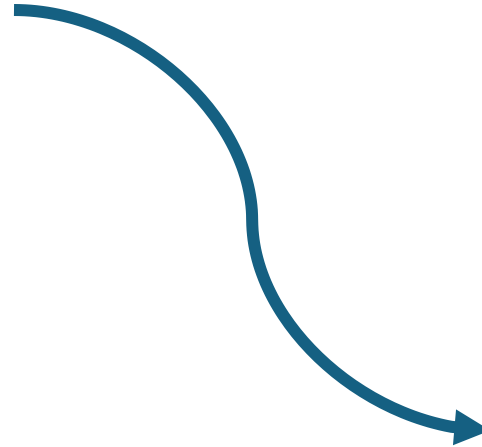
1. Do you support the proposed streamlined Project Plan process?
2. Do you support the proposed streamlined Planned Development (PD) amendment process?
3. Do you support a provision that allows for site plans in certain zoning districts to be approved administratively?
4. Do you support a provision that allows for certain types of site plan to be approved administratively?

FAST 2 and Zoning Ordinance Relationship



FAST (Faster, Accountable, Smarter, Transparent) Initiative:

Ongoing initiative (since 2018) to make the development review and permitting process Faster, Accountable, Smarter, and Transparent. Phase 2 began October 2024.



ZOR Objectives

- Implement Comp Plan land use and zoning recommendations
 - Affordable housing
 - Economic development
 - Town Center Master Plan
 - Climate Action Plan
 - Vision Zero
- Incorporate the city's commitment to equity, resilience, and sustainability
- Implement FAST II recommendations
- Modernize and reorganize to be easily understood and accessible
- Incorporate best planning practices

Connection with M&C Guiding Principles



Housing Production and Affordability

Rockville's share of the region's housing production goal requires 8,600 new housing units by 2040.



Economic Development

Fostering economic development within the City and increasing competitiveness within the region.



Effective & Efficient Service Delivery

Quality services delivered efficiently

Housing Guiding Principle

- Housing Crisis
 - National shortage of units (Freddie Mac)
 - Largest shortage of low-cost rentals and entry-level homes
 - High demand due to desirability of Rockville & Washington D.C. region
- National Strategies to Address
 - Housing Supply Accelerator (American Planning Association and National League of Cities)
 - Streamlining processes, administrative review and decision
 - APA guidance on administrative approvals
 - More efficient, less costly, makes projects more financially viable, more predictable
- Endorsed Housing Strategies (9/16 M&C work session)
 - Streamline the development review process.
 - Speed, predictability, and certainty with administrative approvals.

Economic Development Guiding Principle

- Housing crisis impacts economic development
- Efficient, predictable processes are critical to getting business to locate and open
- Processes must be competitive with other jurisdictions
- REDI's FY 25 Strategic Plan
 - Support Streamline opening and operating bio/life sciences ("Bio-Ready" Sites)
 - Reduce barriers to coming to Rockville
 - More administrative approvals

Effective and Efficient Service Guiding Principle

- Current processes are long
 - Project Plans average 18 months from preapplication to approval
 - Site plans to Planning Commission over 7 months
- Some developers claim that the time and expense of the process limits Rockville's attractiveness
- Steps taken to address:
 - Mapped processes
 - Identified steps that are redundant or of limited value
 - Developed recommendations that ensure requirements are met through transparent processes
- Greatest opportunity to expedite building and permitting is through development processes (Potential for development to start 6 months to a year quicker)

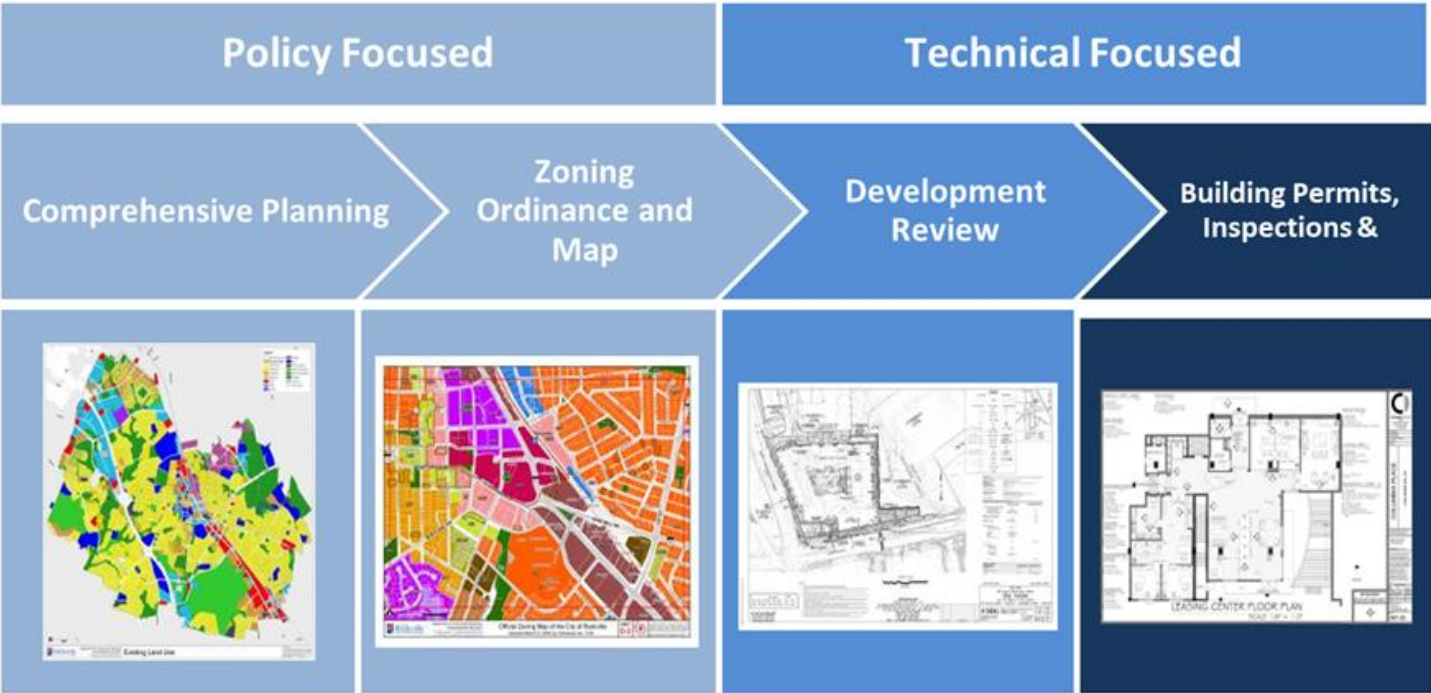
Rockville Advantages

- Housing Units in pipeline/projected

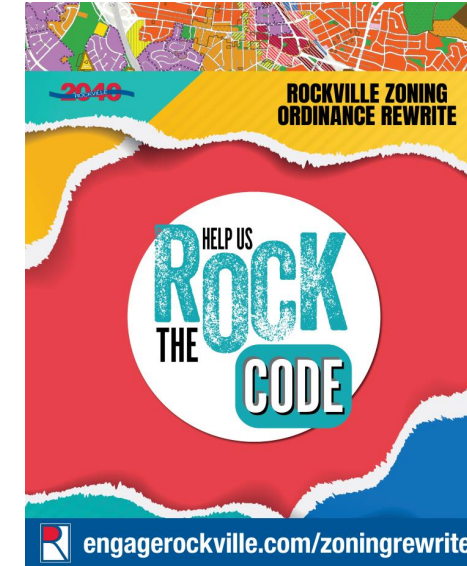
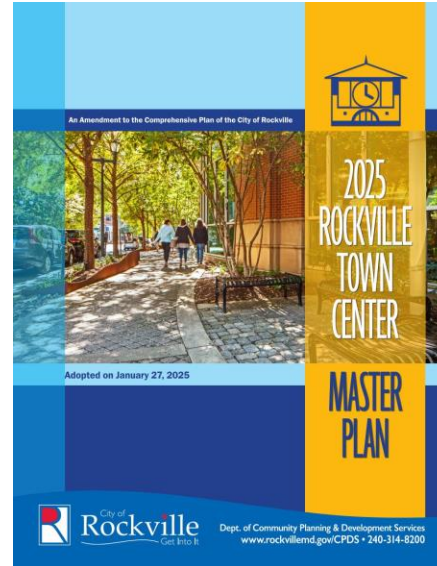
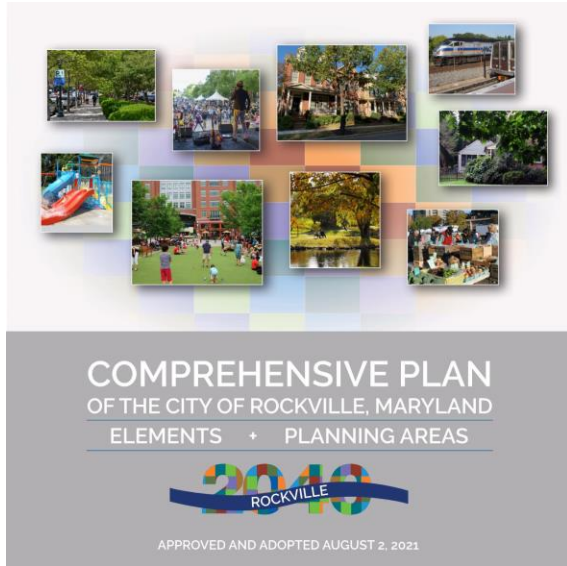
	2020-2030	2031-2040	2041-2050	Total
Approved	4,699	460	-	5,159
Projected	-	3,440	1,843	5,283
Pending	295	226	-	521
Completed	1,197	-	-	1,197
Total	6,191	4,126	1,843	12,160

Source: City of Rockville Department of Community Planning and Development Services

Rockville Advantages



Rockville Advantages



- Visionary Policy Framework
- Recommendations to:
 - Increase housing
 - Update zoning

- Implementing through ZOR
 - Update process and requirements
 - ✓ Parking, building height
 - ✓ Parkland/public use space
 - ✓ EV charging
 - ✓ Business Supportive Regulations
 - ✓ Other

FAST 2 Work Underway

- Drafting changes to Chapter 21 (road code) to streamline processes and clearer regulations
- Creating a single point of intake for all applications (virtual one-stop shop)
- Permitting
 - Establish and implement a metric to reduce time to building permit issuance
 - Restarted Quick Start permit on 2/17

FAST 2 Work Underway (continued)

- Process updates in ZOR
 - Administrative process for some subdivision plats
 - Administrative review of some historic cases
 - More efficient and effective alternative process for changes of use for new businesses/tenants
 - Streamlining the project plan and Planned Development Amendment processes
 - Additional administrative approvals for certain site plans

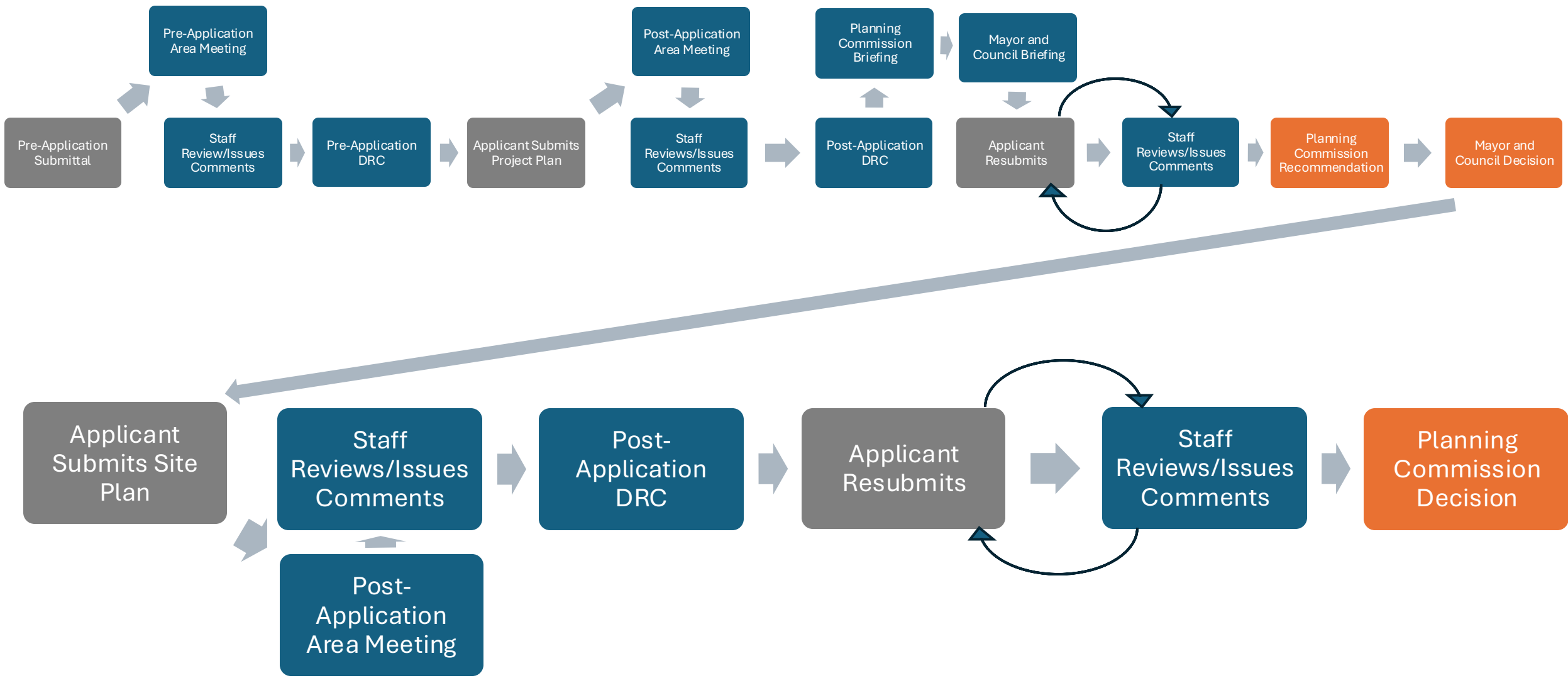
Overview of Recommendations

1. Streamline the Project Plan process
2. Streamline the Planned Development (PD) amendment process
3. Adopt a provision that allows for site plans in certain zoning districts to be approved administratively
4. Adopt a provision that allows for certain types of site plan to be approved administratively
 - For all processes, public notification required for all area meetings and public hearings before the Planning Commission and Mayor and Council

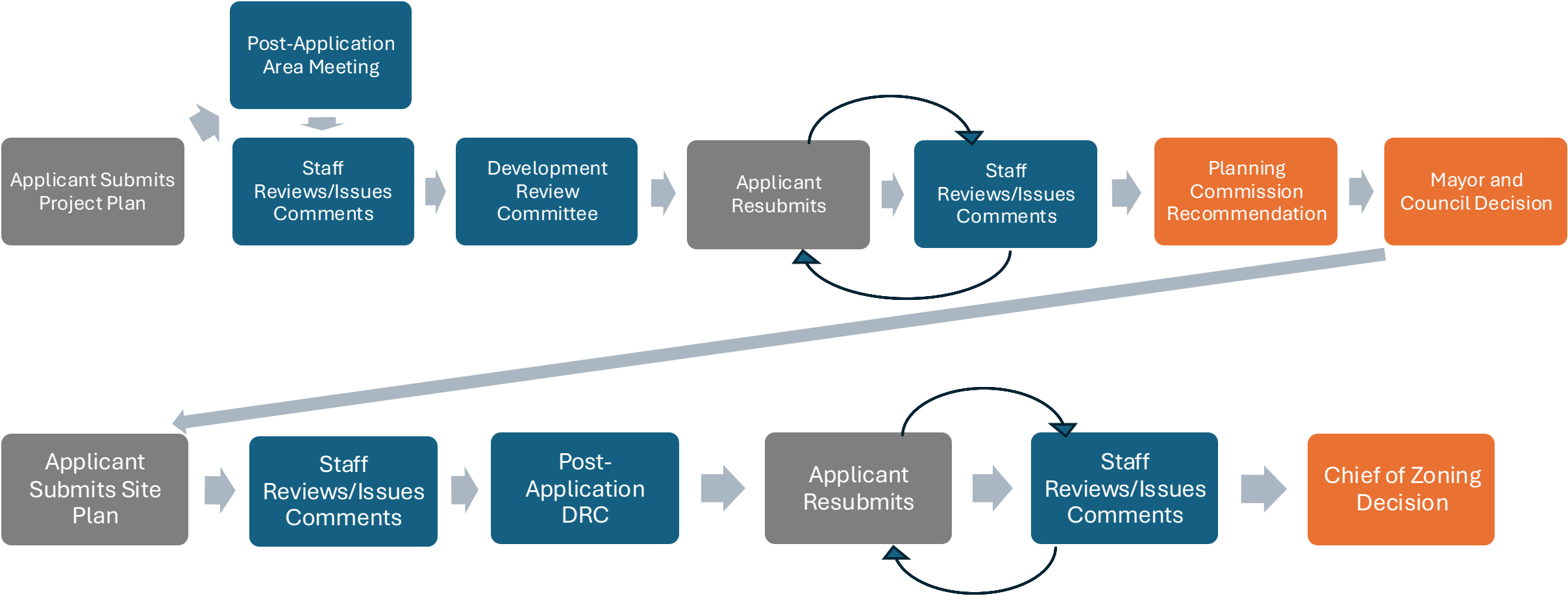
Recommendation 1 – Streamline Project Plan Process

- Project plans are the largest projects (Shady Grove, Twinbrook Quarter)
- M&C continue to be the deciding body
- Combine two area meetings into a single post-application meeting
- Remove Planning Commission and M&C briefings
- Allow subsequent site plans to be approved administratively
 - May be processed concurrently so long as project plan is approved first
- Goal to make the process achievable within 6 months
 - Currently takes 18 months on average

Current Project Plan Process



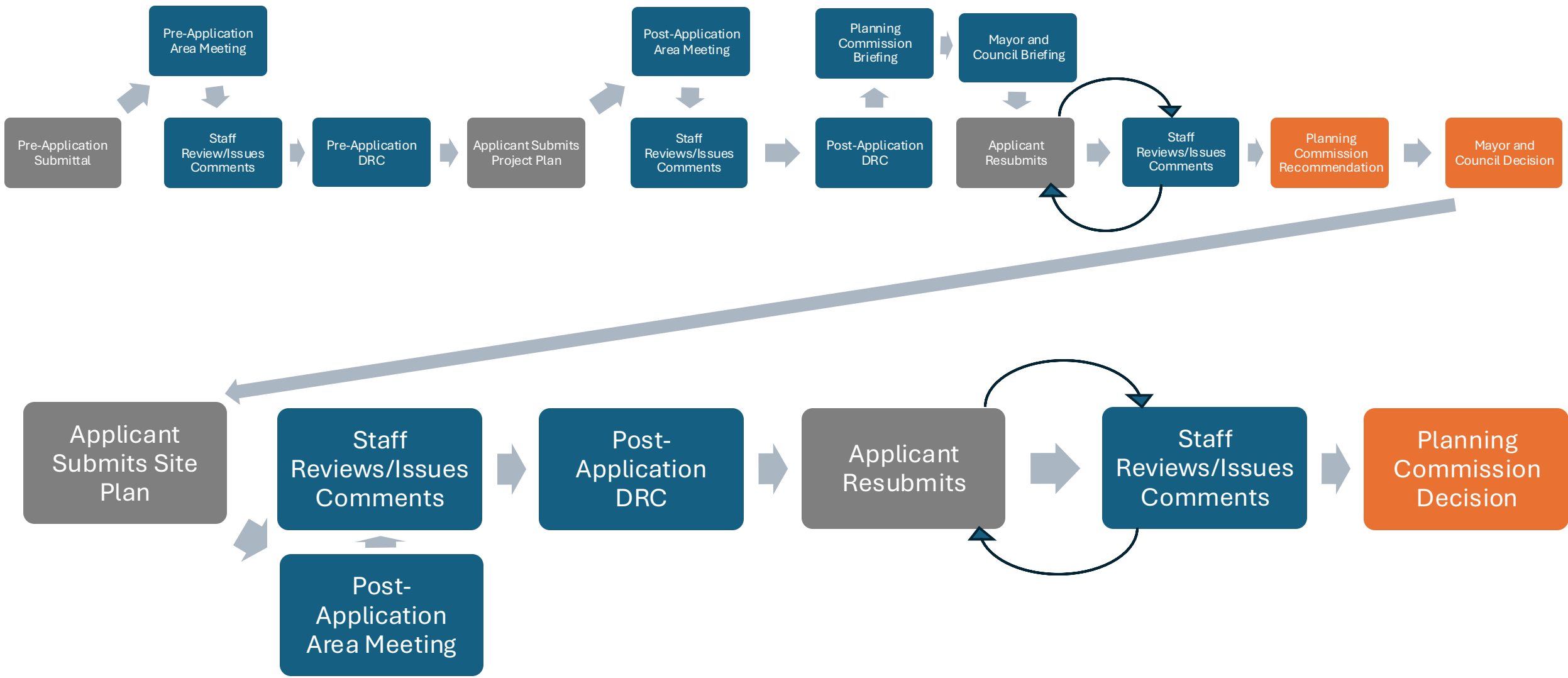
Proposed Project Plan Process



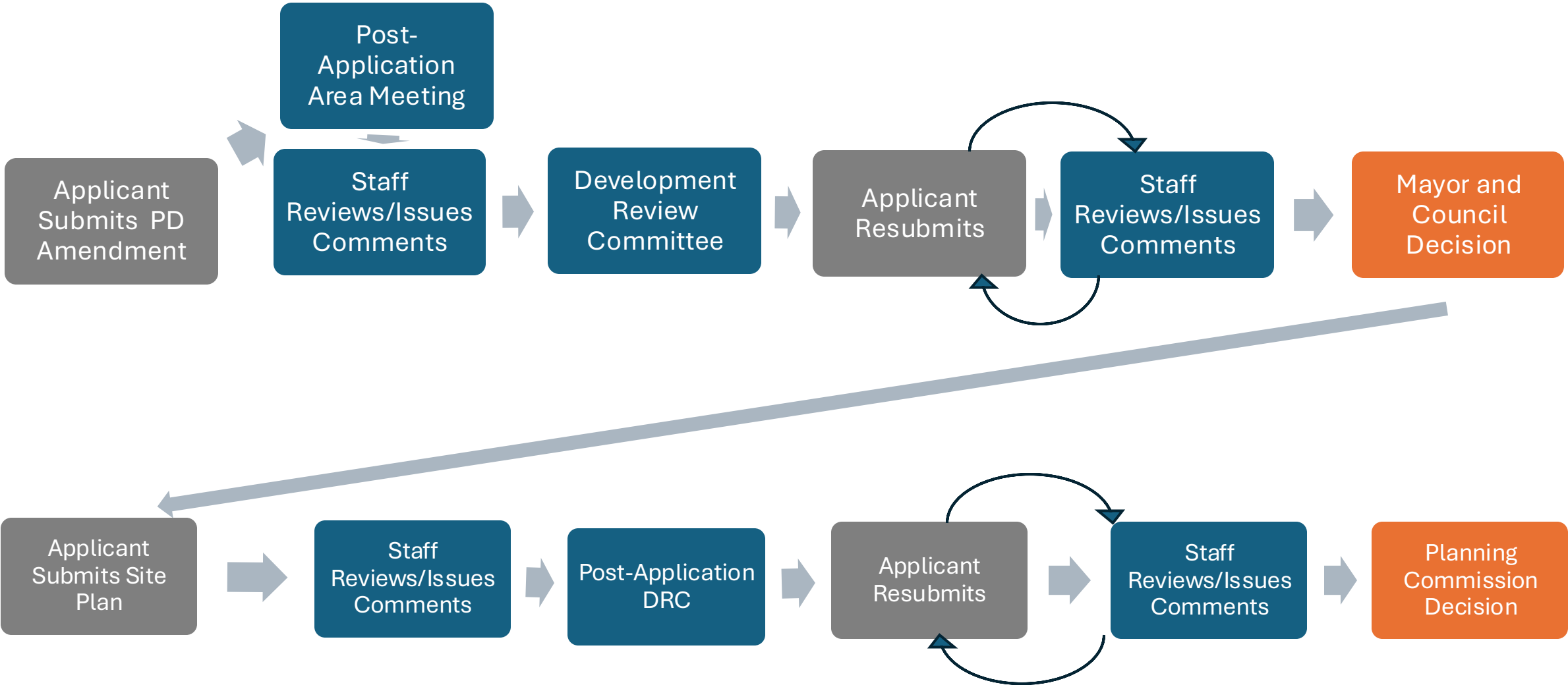
Recommendation 2 – Streamline Planned Development Amendment Process

- Multiple PD zones throughout the City
 - Development requires a PD amendment (Rockshire, Tower Preserve)
- M&C continue to be the deciding body
- Combine two area meetings into a single post-application meeting
- Remove Planning Commission and M&C briefings
- Allow case to proceed directly to the Mayor and Council
- Planning Commission approves subsequent site plans
 - May be processed concurrently so long as PD Amendment is approved first
- Goal to make the process achievable within 6 months
 - Currently takes 18 months on average

Current PD Amendment Process

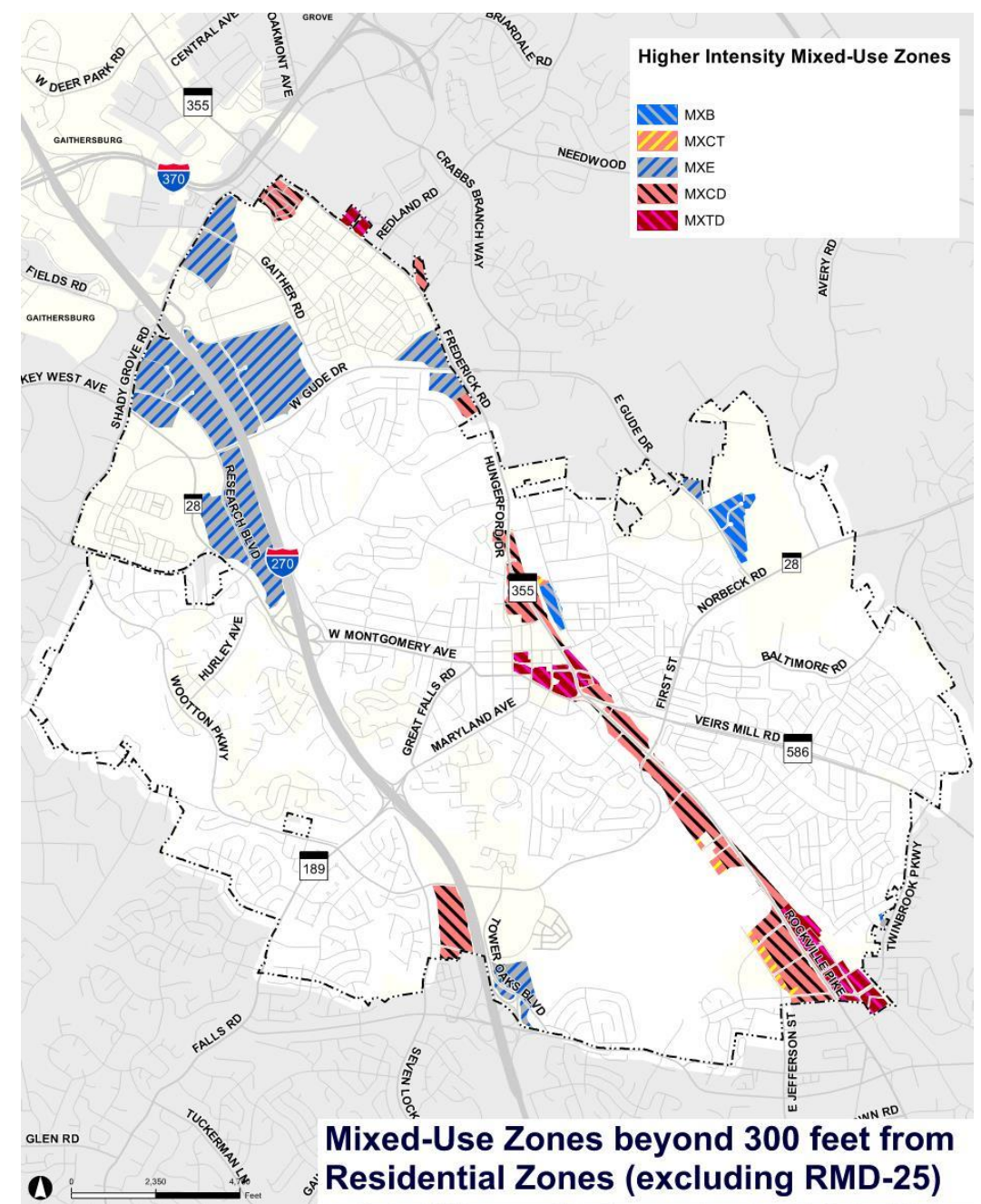


Proposed PD Amendment Process



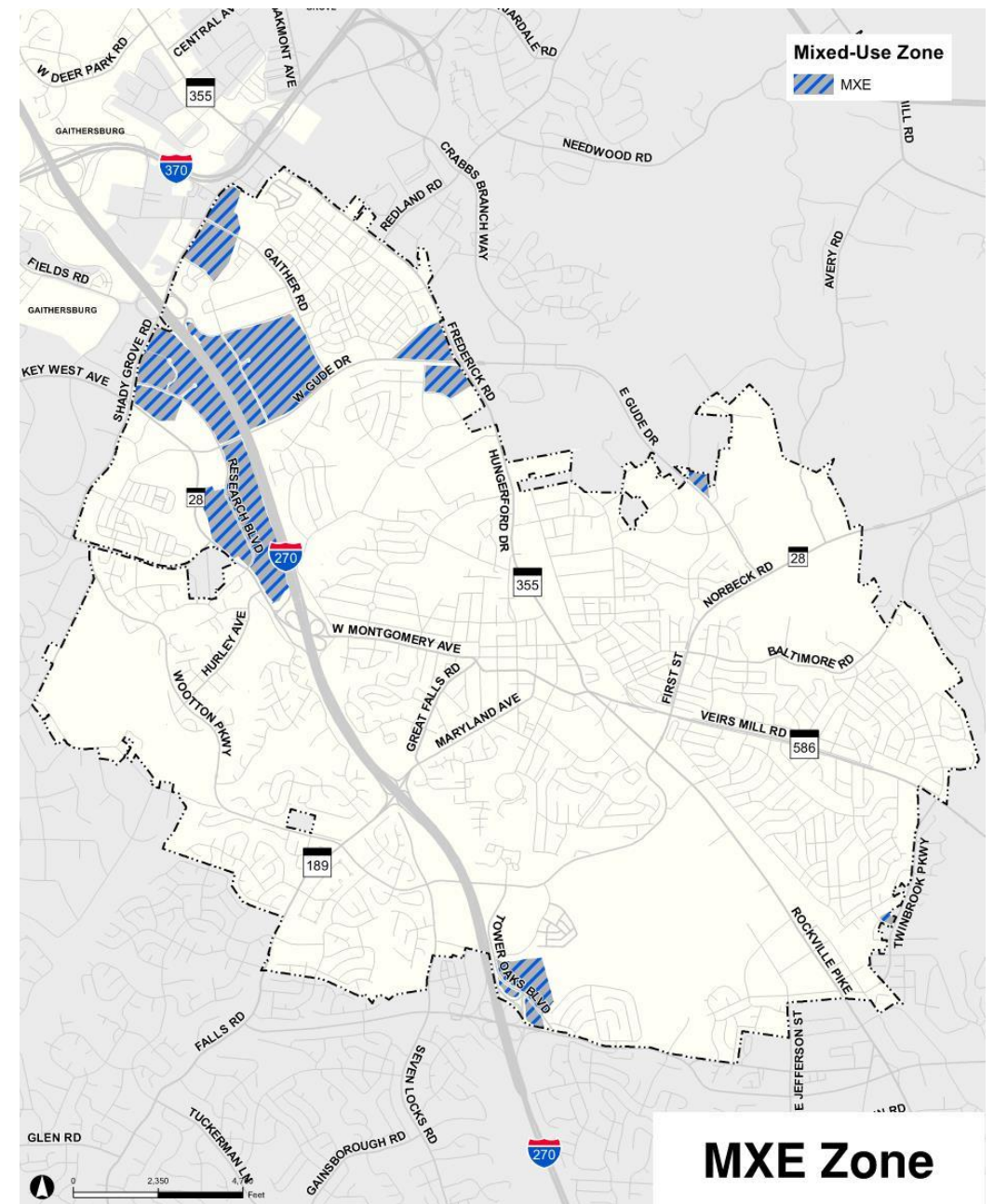
Recommendation 3

- Designate certain mixed-use district developments to be approved administratively
 - Only in most Mixed-Use zones (MXB, MXCT, MXE, MXCD, and MXTD) near transit and existing infrastructure)
 - Only when not within 300 feet of a residential zone
- Montgomery County has similar administrative provision



Recommendation 4

- Designate additional project types for administrative site plan approval
 - Research and development (including life sciences) in the MXE zone
 - Aligns with City's economic development goals and REDI's FY 25 Strategic Plan priority "bio-ready"



Recommendation 4 (continued)

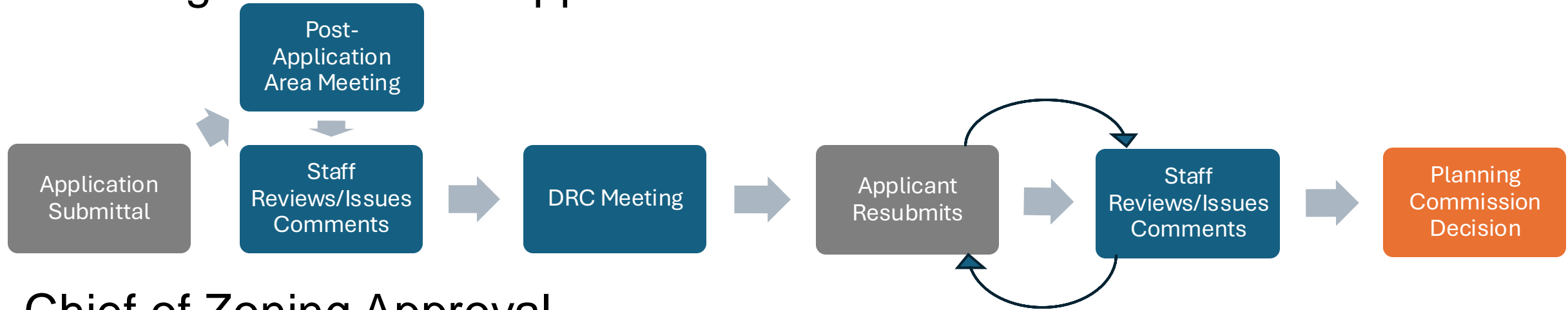
- Designate additional project types for administrative site plan approval
 - Housing developments with 20% or greater affordable housing units
 - Housing for senior adults and persons with disabilities.
 - Would reduce barriers to supportive housing types for vulnerable populations.
 - Residential development up to 19 units.
 - Faster process is especially important for smaller projects
 - Nonresidential (e.g. office) to residential conversions.



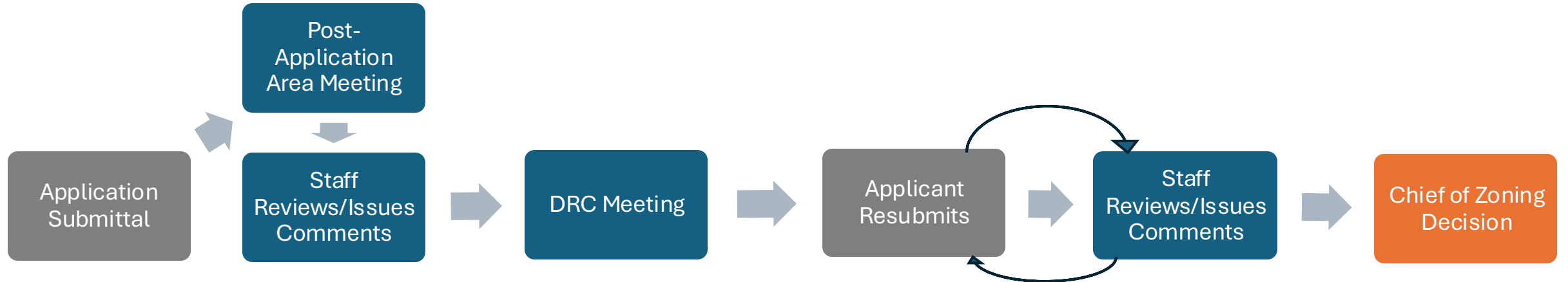
Proposed office to residential conversion at 12501 Ardennes

Proposed Site Plan Processes

■ Planning Commission Approval



■ Chief of Zoning Approval



Comparison of Site Plan Processes

- Opportunity for transparency, community engagement, and feedback in both processes
- Same thorough technical review to ensure all city requirements are met
- Same/similar outcome – a site plan that implements the city's technical requirements as set forth in the zoning ordinance and other city standards
- Currently, these site plans are reviewed and approved in one Planning Commission meeting as presented and recommended by staff
- Site Plans near existing residential communities remain Planning Commission decisions
- Administrative decisions to be publicly posted

FAST - Unlocking Rockville's Potential

- FASTer processes
 - Project Plans and PD Amendments currently take 18 months on average, could be achieved in 6 months (1 year sooner)
 - Administrative site plans - reduction of approximately 7 – 10 weeks (3 to 6 weeks for approvals + 4 weeks by combining area meetings)
- Aligned with City's goals and priorities
 - Rockville to be premier place for housing, office to residential, life-sciences
- Predictability and certainty
- Incentive for new affordable and market-rate residential development in the pipeline to be built
- Adaptable – allows for future M&C additions to respond to shifting market conditions or city priorities

Requested Feedback

Requesting general direction, with specific code language to come back through ZOR

1. Do you support the proposed streamlined Project Plan process?
2. Do you support the proposed streamlined Planned Development (PD) amendment process?
3. Do you support a provision that allows for site plans in certain zoning districts to be approved administratively?
4. Do you support a provision that allows for certain types of site plans to be approved administratively?

Questions?



GREATER
ROCKVILLE
CHAMBER OF COMMERCE

**Empower
Amplify
Elevate**

February 26, 2025

Dear Mayor & Council,

The Greater Rockville Chamber of Commerce strongly supports improving the development process in the City of Rockville and specifically supports the proposed Streamlined Project Plan Process, the proposed Streamlined Process for Planned Development Amendments and the development types proposed for Administrative Site Plan Approvals.

The Chamber also strongly supports the Recommendations for Development Process Improvements contained in the staff report for the March 3 work session on the Zoning Ordinance Rewrite focusing on FAST 2 process improvements.

These proposed improvements are critical to the future economic development of the City of Rockville and will result in an increase in effective and efficient service delivery in the development process.

Sincerely,

Marji Graf
President & CEO
Greater Rockville Chamber of Commerce
1 Research Court, Suite 450
Rockville, MD. 20850
marji@rockvillechamber.org
301-424-9300
Rockvillechamber.org



MAYOR AND COUNCIL Meeting Date: March 3, 2025

Agenda Item Type: MOCK AGENDAS

Department: CITY CLERK/DIRECTOR OF COUNCIL OPERATIONS OFFICE

Responsible Staff: SARA TAYLOR-FERRELL

Subject

Mock Agenda

Department

City Clerk/Director of Council Operations Office

Recommendation

Staff recommends the Mayor and Council review and provide comments.

Attachments

Mock Agenda 3.17.25.pdf



MAYOR AND COUNCIL

**Meeting No.
Monday, March 17, 2025 - 6:30 PM**

MOCK AGENDA

Agenda item times are estimates only. Items may be considered at times other than those indicated.

Any person who requires assistance in order to attend a City meeting should call the ADA Coordinator at 240-314-8108.

Translation Assistance

Individuals who wish to participate in-person at Mayor and Council meetings during Community Forum or Public Hearings and who may need assistance with translation service other than English, please contact the City Clerk's Office at 240-314-8280, 3 business days prior to the meeting date (the Wednesday before the Monday meeting) or email at cityclerk@rockvillemd.gov, or by using this form: <https://www.rockvillemd.gov/FormCenter/City-Clerk-11/Sign-Up-for-Translation-Assistance-at-Co-368>

Note: In-Person Speakers will be called upon to speak before those who have signed up to speak virtually for Community Forum and Public Hearings.

In-Person Attendance

Community members attending in-person who wish to speak during Community Forum, or a Public Hearing, should sign up using the form at the entrance to the Mayor and Council Chamber. In-person speakers will be called upon in the order they are signed to speak and before virtual speakers.

Viewing Mayor and Council Meetings

The Mayor and Council are conducting hybrid meetings. The virtual meetings can be viewed on Rockville 11, Comcast, Verizon cable channel 11, livestreamed at www.rockvillemd.gov/rockville11, and available a day after each meeting at www.rockvillemd.gov/videoondemand.

Participating in Community Forum & Public Hearings:

If you wish to submit comments in writing for Community Forum or Public Hearings:

- Please email the comments to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the date of the meeting.

If you wish to participate virtually in Community Forum or Public Hearings during the live Mayor and Council meeting:

1. Send your Name, Phone number, For Community Forum and Expected Method of Joining the Meeting (computer or phone) to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the day of the meeting. Each speaker will receive 3 minutes.
2. Send your Name, Phone number, the Public Hearing Topic and Expected Method of Joining the Meeting (computer or phone) to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the

day of the meeting.

3. On the day of the meeting, you will receive a confirmation email with further details, and two Webex invitations: 1) Optional Webex Orientation Question and Answer Session and 2) Mayor & Council Meeting Invitation.
4. Plan to join the meeting no later than approximately 20 minutes before the actual meeting start time.
5. Read for <https://www.rockvillemd.gov/DocumentCenter/View/38725/Public-Meetings-on-Webex> meeting tips and instructions on joining a Webex meeting (either by computer or phone).
6. If joining by computer, Conduct a WebEx test: <https://www.webex.com/test-meeting.html> prior to signing up to join the meeting to ensure your equipment will work as expected.

Participating in Mayor and Council Drop-In (Mayor Ashton and Councilmember Jackson)

The next scheduled Drop-In Session will be held by phone or in-person on Monday, March 17 from 5:15-6:15 pm with Mayor Ashton and Councilmember Jackson. Please sign up by 10 am on the meeting day using the form at: <https://www.rockvillemd.gov/formcenter/city-clerk-11/sign-up-for-dropin-meetings-227>

1. **Convene - 6:30 PM**
2. **Pledge of Allegiance**
3. **Proclamation and Recognition - NONE**
4. **Agenda Review 6:35 PM**
5. **City Manager's Report - 6:40 PM**
6. **Boards and Commissions Appointments and Reappointments - NONE**
7. **Community Forum - 6:50 PM**
8. **Special Presentations - 7:10 PM**
 - A. Compensation and Classification Study Presentation
9. **Consent Agenda - 7:30 PM**
 - A. Award IFB (05-23), Design of North Stonestreet Avenue Sidewalk Improvements, to Mead & Hunts of Columbia, MD, in the Amount Not to Exceed \$686,972.02
 - B. Award and authorize the City Manager to execute a contract responsive to IFB #18-24, for construction of the Lincoln Park Community Center Improvements capital improvements program ("CIP") project, to Boulevard Contractors Corp, of Owings Mills, MD, for Base Bid and Add Alternates in an amount not-to-exceed \$961,019.00, for a term of 300 calendar days.
 - C. Award and authorize the City Manager to execute a contract responsive to Invitation for Bids (IFB) #32-24, LED Streetlight Conversion Project - Phase 2, to Lighting Maintenance, Inc. of Harmans, Maryland, in an amount not-to-exceed \$742,075.00, for a term of 180 calendar days.

10. Public Hearing - 7:35 PM

- A. FY 2026 Budget Public Hearing #2

11. Action Items - 8:05 PM

- A. Introduction of the FY 2026 Proposed Operating Budget and Capital Improvements Program

12. Worksession - 8:35 PM

- A. FY 2026 Budget Worksession #1

13. Mock Agenda - 10:05 PM

14. Old / New Business - 10:15 PM

15. Adjournment - 10:30 PM



MAYOR AND COUNCIL Meeting Date: March 3, 2025
Agenda Item Type: OLD / NEW BUSINESS
Department: CITY MANAGER'S OFFICE (CMO)
Responsible Staff: LINDA MORAN

Subject

2025 State Legislation – Review and Comment

Department

City Manager's Office (CMO)

Recommendation

Staff recommends that the Mayor and Council review and comment on March 3 legislation included in the 2025 General Assembly bill tracking chart at Attachment A.

Attachments

2025 Session Bill Tracker 030325 Meeting

As of 2/28/2025

General Assembly Annapolis Bill Tracker - 2025 Session

Bill Title, Number	Summary	Priorities Resolution (Yes or No)	Hearing Date	City Testify/ Monitor	Submittal Format	Speaker Sign Up/Testimony Due Date	Speaker Representing the City	Bill Status	Sponsor
2/3/25 Meeting									
HB 80 - Land Use - Transit Oriented Development - Alterations	Expands use of TOD in Maryland for jurisdictions to add housing supply, adds development near Metro stations.	Not exactly, but aligns with M&C Housing and Econ development priorities.	1/30 @ 1:30 pm House	TBD	Written	1/28 - Afterwards testimony can be submitted directly to the Committee.	N/A	Hearing in Environment and Transportation Committee 1/30 @ 1:30 pm	Delegate Korman on behalf of the State Dept. of Transportation
HB 348 - Motor Vehicles - Speed Monitoring Systems - Safety Corridors	Authorizes SHA to place speed cameras on State highways in "priority corridors" identified in the SHA pedestrian safety action plan, many of which are in or around municipalities.	Yes	2/21 @ 1 pm House	Yes - Support	In person	19-Feb	CM Valeri	Hearing in Environment and Transportation Committee 2/21 @ 1:00 pm	Del. Stewart
HB 628 - Highways - Sidewalks and Bicycle Pathways	The State will prioritize funding for construction/reconstruction of sidewalks and bike paths adjacent to highways that have complete streets or vision zero plans.	Yes	2/13 @ 1 pm House	Yes - Support	In person	11-Feb	CM Van Grack	Hearing in the House Environment and Transportation Committee 2/13 @ 1 pm	Del. Healey

Bill Title, Number	Summary	Priorities Resolution (Yes or No)	Hearing Date	City Testify/ Monitor	Submittal Format	Speaker Sign Up/Testimony Due Date	Speaker Representing the City	Bill Status	Sponsor
HB 709 Good Cause Eviction	Authorizes a County to enact Good Cause Legislation that prohibits a landlord from failing to renew a lease during lease period or seeking to terminate a holdover tenancy without good cause. Applies to landlords that own 6 or more residential units in MD.	Aligns with priorities resolution watch list items.	2/18 House & 2/18 Senate	Yes - Support	In Person	16-Feb	Mayor Ashton Senate hearing/CM Shaw House Hearing	Hearing in House Environment and Transportation Committee 2/18 @1 pm. SB 651 hearing in Senate Judicial Proceedings Committee 2/18 @ 1 pm.	Del. Wilkins & Senator Muse
SB 609 - Residential Leases - Use of Algorithmic Device by Landlord to Determine Rent - Prohibition	Prohibits a landlord from using certain algorithmic devices to determine the amount of rent to charge a residential tenant.	Aligns with priorities resolution watch list items.	House 2/18 @ 1 pm and Senate 2/11 @ 1 pm	Yes - Support	In person	2/7 House and 2/14 Senate	CM Jackson in the House hearing and Mayor Ashton for Senate hearing.	Hearings in Senate Judicial Proceedings 2/11 @1 pm and 2/18 @ 1pm House Environment and Transportation Committee	Del. Palakovich Carr and Senator Love
HB 801 Maryland Financial Empowerment Center Network Pilot Program - Establishment	Establishes a pilot program for a State wide financial empowerment center network that provides free individual financial counseling services. Funding begins in FY27 & FY28.	Rockville supported the bill last year.	House 2/13 at 1 pm	Yes - Support	In person	11-Feb	CM Van Grack	House Hearing on 2/13 @ 1 pm	Del. Spiegel

Bill Title, Number	Summary	Priorities Resolution (Yes or No)	Hearing Date	City Testify/ Monitor	Submittal Format	Speaker Sign Up/Testimony Due Date	Speaker Representing the City	Bill Status	Sponsor
HB 489 -Maryland Department of Labor - Study on Building Code Requirements for Single-Staircase Buildings	Requires the Maryland Department of Labor to study and make recommendations for single-staircase buildings of up to six stories. Dept. required to provide report to Governor and GA by 12/1/25.	Not exactly, but aligns with M&C Housing and Econ development priorities.	House 2/11 @ 1 pm and Senate 2/18 @ 1 pm	TBD	Register general support	N/A	N/A	House Hearing on 2/11 @ 1 pm	Del. Stewart
2/10/25 Meeting									
HB 343 - Motor Vehicles - Speed Monitoring Systems - Statements and Certificates of Violations	Authorizes a trained technician to sign off on a speed camera violation notice instead of a sworn officer.	Yes	House - 2/21 @ 1 pm	Yes - Support	Written	19-Feb		House Hearing 2/21 @ 1pm	Del. Stewart
MC 8-25 Vehicle Control and Monitoring Systems - Distribution of Contested Traffic Fines, Application, and Implementation	Beginning on 10/1/25, the bill requires all penalties collected by the District Court for all contested automated enforcement traffic unit tickets issued in MOCO be remitted to the Comptroller for distribution to SHA rather than to the District Court. The bill requires the Administration to use the funds to construct medians at school bus stops with at least 400 citations for drivers travelling in the opposite direction of the bus stop. In 2028 school bus stops are prohibited on roads with five or more lanes.	DPW indicates municipalities are not impacted - bill only applies to the County.	Introduced as HB 1227. Bill text not available.	Monitor - DPW does not support as the bill does not benefit Rockville.	N/A	TBD	N/A	N/A - No position	Montgomery County Delegation

Bill Title, Number	Summary	Priorities Resolution (Yes or No)	Hearing Date	City Testify/ Monitor	Submittal Format	Speaker Sign Up/Testimony Due Date	Speaker Representing the City	Bill Status	Sponsor
HB 1173 JMC-17-25 - Montgomery County - Speed Monitoring Systems - High Risk Highways	Authorizes MOCO and municipalities to locate speed cameras identified in the County or municipal Vision Zero Plan/Local Strategic Highway Safety Plan (State highways) as high risk roads resulting in bodily injuries or death. After recovering the cost of implementing the speed camera or other automated enforcement systems, the local governments must direct speed camera revenues from those roadways toward funding the design and construction of safety-related projects.	Yes - DPW noted the bill could provide a source of funding to improve safety on roads and intersections identified in Rockville in the City's Vision Zero plan.	Introduced as HB 1173. Hearing TBD.	Yes - support.	Written testimony and virtual testimony	5-Mar	Councilmember Valeri	House Environment and Transportation Committee hearing - 3/7@1pm	Montgomery County Delegation
MC 11-25 Montgomery County - Common Ownership Communities - Disputes, Payments, and Elections	This bill requires that cooperative housing corporations, condominiums, and HOAs in MOCO to comply with uniform mandates to provide members/owners with information and payment methods, conduct relevant elections using independent parties, and in a dispute with a member/owner prohibits actions against the member/owner if conditions enumerated in the bill are not met.	Relates to Housing	Introduced as HB 1117. Hearing TBD	Monitor	N/A	N/A	N/A	House Environment and Transportation Committee hearing - 2/27@ 1pm	Del. Spiegel
HB 232 Maryland Beverage Container Recycling Refund and Litter Reduction Program	Establishes the Maryland Beverage Container Recycling Fund and Litter Reduction Program in the Maryland Department of the Environment to increase the reuse and recycling of, beverage containers and reduce litter from beverage containers in the State.	Yes - DPW notes	House - 2/14 @ 1:30 pm. Senate 2/18 @ 1pm	No position. Monitor MML Support with Amendment.	N/A	House 2/12 and Senate 2/14		House - 2/14 @ 1:30 pm. Senate 2/18 @ 1pm	Senator Kagan

Bill Title, Number	Summary	Priorities Resolution (Yes or No)	Hearing Date	City Testify/ Monitor	Submittal Format	Speaker Sign Up/Testimony Due Date	Speaker Representing the City	Bill Status	Sponsor
HB 84 - Transportation and Climate Alignment Act	Requires MDOT to take various actions, including implementing multimodal transportation programs, undertaking off setting activities, and conducting impact assessments, to reduce or offset the vehicle miles traveled and greenhouse gas emissions associated with major highway expansion projects and major capital projects (\$5 million or more).	Yes - The Environment Commission Supports. DPW notes the bill could reduce transportation emissions. DPW does not support HB 84 out of concern that the policy is out of sync with Federal government polices and funding support.	House 2/11 @ 1 pm/Senate 1/29 @ 10:30 pm	Letter	Letter of support sent the Committees	7-Feb	N/A	House 2/11 @ 1 pm/Senate 1/29 @ 10:30 am	Del. Edelson
HB 1032 (MC 4-25) Montgomery County - Stop Sign Monitoring Systems - Authorization	Authorizes the use of stop sign monitoring systems technology in MOCO.	Yes	House 2/21 @ 1 pm	Testimony in support	Virtual	19-Feb	Councilmember Valeri	2/21 House at 1 pm	Montgomery County Delegation
2/24/25 Meeting									
HB 467/SB384 - Metro Funding Modification Act	The legislation indexes the \$500 million (total) in Metro funding that is shared equally between MD, VA, and DC to inflation. The legislation takes effect when MD and VA enact similar laws.	Yes	House 2/11 & Senate 1/29	Submit written comments to the Committee	Written comments	N/A	N/A	House hearing 2/11 and Senate Hearing 1/29	Del. Korman

Bill Title, Number	Summary	Priorities Resolution (Yes or No)	Hearing Date	City Testify/ Monitor	Submittal Format	Speaker Sign Up/Testimony Due Date	Speaker Representing the City	Bill Status	Sponsor
HB 973/SB804 - Better Buildings Act of 2025	This bill requires development of regulations such that all new construction and major renovations of commercial buildings meet all heating, water heating, and laundry needs with electric appliances unless subject to a waiver, and meet solar-ready standards, subject to exceptions, and meet increased energy efficiency standards as part of adopted amendments to the IECC.	Yes, however the environmental goals will likely result in significant cost increases to new construction and renovations which is not aligned with the body's affordable housing goals. DPW does not support and MML is opposed.	House 2/26 & 2/27 Senate	Monitor	TBD	House 2/24 and Senate 2/27	TBD	House hearing 2/26 @ 1pm and Senate Hearing 2/27 @ 10m	Del. Boafo

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HB 398/SB 316 - Abundant Affordable Clean Energy Act	<p>This is a comprehensive bill aimed at addressing growing energy demand through support for increased renewable energy and battery storage deployment along with sustained support for Maryland's existing nuclear power resource. Key highlights: Creating a market for in-state battery storage projects and provides a financial backstop equal to the current federal production tax credit to support relicensing of Calvert Cliffs Nuclear facility in 2034 and 2036. Reducing impacts of increasing energy demand on ratepayers by directing earnings from new data centers towards rate reductions.</p> <p>Updating incentives for solar, land-based wind, and small hydro projects.</p>	Yes - DPW supports.	House 2/6 & Senate 2/13	Support	Written comments	N/A	N/A	House hearing 2/6 & Senate hearing 2/13	

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HB 594 - Civil Actions - Motor Vehicle Accidents Involving Vulnerable Individuals - Comparative Negligence	HB 594 establishes a comparative negligence standard in civil actions arising from the negligent operation of a motor vehicle and involving a plaintiff who was a "vulnerable" individual as defined by the State Transportation Article. Pedestrians, those that roll, utility workers, and others are included in the definition. A comparative fault system apportions damages between negligent parties according to their proportional shares of fault. Maryland currently has a contributory negligence system. If a plaintiff has any level of fault, even slight, they are barred from all recovery.	DPW has no concerns and concurs with RBAC and RPAC that the bill can be supportive of Vision Zero. According to the Department of Legislative Services fiscal note, State and local expenditures may increase significantly for jurisdictions to pay damages in and/or litigate applicable claims and associated insurance costs.	House - 2/19	Support	Written comments	N/A	N/A	House hearing 2/19	Del. Embry
HB 814 - Department of Juvenile Services - Report on Youth Services Bureaus	The legislation requires the State Department of Juvenile Services (DJS) to provide a Report outlining the Department's efforts to collaborate with Local governments in the funding and establishment of Youth Service Bureaus (YSB) and collaboration between DJS and YSBs to prevent delinquency.	Yes	House 2/26	Support	Oral or Written	24-Feb	Councilmember Valeri Virtual oral testimony.	House hearing 2/26	Del. Taylor

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HB 216 - Electric Vehicles -Repeal of Excise Tax Credits and Establishment of Rebate Program	The bill would establish the Electric Vehicle Rebate Program in replacement of the EV excise tax credit to allow potential EV buyers to receive the rebate at the time of purchase. It would allow buyers to receive the benefit upfront instead of having to wait for a benefit exchange after the care purchase.	Yes	House 2/6	Support	Written comments	N/A	N/A	House hearing 2/6	Del. Fraser-Hidalgo
SB 321 - Budget Reconciliation and Financing Act	This is an Administration bill that ensures a balanced budget by making temporary or permanent changes in revenues or mandated appropriations in State law, and other modifications. Recreation and Parks staff are opposed to the proposed \$250,000 in cuts to the Southern Maryland Agricultural Development Commission that support Rockville's Eat Fresh program associated with the Rockville Farmer's Market. SMADC jointly funds the program with Rockville. The reductions would harm low-income residents who depend on federal nutrition assistance and local farmers and negatively impact Rockville's budget (City funds \$30 k and receives \$20-\$25k from SMADC)	SMADC funds support the Rockville's Farmer's Market	Senate 2/28 & House 2/27 (HB 352)	Support	Written comments	2/26 - Senate & 2/25 House	N/A	2/28 Senate Hearing & House Hearing 2/27	Senate President Ferguson on behalf of the Admin.

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HB 693 - Small Business Truth in Lending Act	This bill would establish a regulatory framework for lenders that provide commercial loans to small businesses. It establishes requirements related to disclosures, annual percentage rate calculations, repayment terms, and extension of special offers. The bill would help small business owners access affordable capital to help their businesses grow.	Aligns with Economic Development Priority	House - 2/11 & Senate 2/20	Support	Written comments	N/A	N/A	House - 2/11 & Senate 2/20	Del. Fraser-Hidalgo
3/3/25 Meeting									
HB 1370 - Regional Transportation Authority	Establishes regional transportation authorities in three regions: Baltimore, Capital, and Southern Maryland for the purpose of implementing regional transportation plans. A transportation surcharge is imposed in those regions on retail sales , use of a taxable service, hotel lodging, and transfer of real property. Thirty percent of revenue generated in a municipality is distributed to that municipality (same for counties) and 70 percent is distributed to the State. Revenue may only be used for transportation purposes.	Yes	House - March 4 & Senate March 5	Support	Oral and written comments	Testimony submitted and virtual speaker sign up completed by firm on 2/28 for 3/4 hearing. Firm also taking care of 3/5 hearing arrangements.	House March 4 - Councilmember Valeri- virtual. Senate - March 5 - Christine Krone, State lobbyist, in person.	House hearing March 4 and Senate hearing March 5	Del. Spiegel

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SB 579 – Income Tax – Subtraction Modification – Public Safety Employee Retirement	SB 579 would expand the eligibility for public safety retirement income subtraction modification to 9-1-1 specialists. Currently, law enforcement, fire and rescue service, and emergency technicians and paramedics are entitled to this benefit. A person that is at least 55 years old can claim a subtraction modification against the personal income tax for the first \$15,000 of retirement income.	Aligns with Public Safety priority. Police support.	6-Mar	Support	Oral and written	4-Mar	TBD	Senate hearing - March 6	Senator Kagan
HB 1120 Maryland OneStop Required State, County, and Municipal Information	The bill requires by July 1, 2026 each County and Municipal Government to make available on Maryland OneStop all county and municipal permits, applications, an registrations, and update them every two months afterwards. State Dept. of Information and Technology must must update all of their licenses, permits, etc. by December 1, 2025.	Senate crossfile SB 497 was withdrawn by the sponsor. Fiscal note indicates State expenditures increase like by the hundreds of millions, and potentially the millions for local governments. MML is opposed. It also notes that State DoIT advised that meeting the July 1, 2026 deadline is not possible since it will take multiple years to implement the bill's requirements.	March 7 House	Monitor	TBD	TBD	TBD	House Hearing - March 7	Delegate Vogel