

# Ashton Village Center Implementation Advisory Committee Meeting Minutes

Meeting: June 6, 2022, 7 PM

Microsoft Teams meeting

---

Agenda (as amended)

- 1) Welcome and Introductions
- 2) Reminder of Procedures for Virtual Meetings
- 3) Changes to Agenda
- 4) Discussion Items:
  - a) Open Meetings Act requirements
  - b) Potential future meeting locations and meeting dates
  - c) Redevelopment of the Southeast Quadrant
  - d) Q&A
- 5) Action Items:
  - a) Discussion of and possible adoption of rules of procedure, or, alternatively, a vote to consider adoption of the rules of procedure at the next meeting
  - b) Selection of members serving initial 2-year and 3-year terms
  - c) Possible selection of officers, or, alternatively, a vote to select officers at the next meeting
  - d) Select the next meeting date
- 6) Adjourn

The meeting was recorded and can be viewed [here](#).

## Attendees:

**Montgomery Planning Staff Coordinator:** Jamey Pratt

## Members Present:

- Amy Medd
- Chelsea Hughes
- Harry Berman
- Jessica Sidar



- Julia Roberts
- Kathleen Wheeler
- Leianne Clements
- Michael Tharkur
- Nadine Masone-Mort
- Paul Mangus

**Guests:**

- Donnell Zeigler, Master Planner Supervisor, Montgomery Planning
- Kevin Foster, local planner and landscape architect

The meeting was called to order at approximately 7:05 p.m.

## General Items

Meeting attendees introduced themselves.

Jamey explained that the first meeting would be recorded, but this may not be necessary in the future. He went over the basic functionality of using Teams for a virtual meeting. He briefly explained that the Committee would need to follow typical meeting procedures with someone making a motion, another seconding the motion, and then a vote.

Additions to the agenda were briefly discussed and a general Q&A was added as a discussion item.

## Discussion Items

### Open Meeting Act Requirements

Jamey explained that the Committee is subject to Maryland’s Open Meetings Act, which requires that the public be allowed to attend meetings, that the agenda must be posted in advance, and that meeting minutes must be posted in a timely manner. He showed the Committee the website where the meeting agendas and minutes would be posted, which is the same as the website that was used for the master planning process:

<https://montgomeryplanning.org/planning/communities/upcounty/sandy-springashton/ashton-village-center-sector-plan/>

Jamey also explained that there is training available on the state’s website and that someone from the Committee is required to take the training, but that it is sufficient that he has taken the training as the staff coordinator.

Kathleen Wheeler asked how the public is supposed to know about the meetings. Jamey and Don stated that we’d be getting the word out through Montgomery Planning’s website and social media accounts. Paul Mangus offered to publish the meeting notice on the Greater Olney Newspaper’s website calendar. Jamey and Don are to follow up with Montgomery Planning’s Communications team to find out if they can post on NextDoor.com.

Jamey provided a link to the Maryland Open Meetings Act website and mentioned that the training can be accessed from that page:



## Redevelopment of the Southeast Quadrant

Jamey explained that Montgomery Planning has not received an application for a development in the Southeast Quadrant of the MD 650/108 intersection. Much of the discussion was about how the Committee could be made aware of any pre-submittal meetings. Donnell explained that they are required to have a public meeting before they submit their application and that the application will go before the Development Review Committee, where various agencies provide comments and raise questions about the application. Planning staff will strongly suggest that the applicant meet with the Committee both before and after the DRC meeting before submitting a final plan.

Michael raised the issue of the role of the Committee and how it relates to the Planning Department. There was a general discussion about how, since the rules of procedure have not been finalized, there is a bit of a chicken and an egg situation regarding the approval of the rules of procedure and the proceedings of the initial meeting.

The role of the County Executive's staff was discussed. The master plan specified that the Committee would work with the Regional Services Centers to evaluate items related to the implementation of the master plan. Jamey mentioned that Jewru Bandeh, Director of the East County Regional Services Center, would be the main contact. But other than the Regional Services Centers, nobody from the Executive's office will have a direct role in the Committee. Don further explained that there would be items that would involve other agencies such as the Montgomery County Department of Transportation that are under the County Executive that will have a role in some projects, and other agencies like Maryland's State Highways Administration that would sometimes be involved. The Committee would write a letter recommending approval or denial of projects that would be taken very seriously by the Planning Board.

The impact of redevelopment of the Southeast Quadrant on the MD 650/108 intersection was also discussed. Jamey explained that any public projects would require a Mandatory Referral application with the Planning Department, but that often the plan is almost complete by the time the Planning Department sees it. Paul Mangus volunteered to reach out to the state on their plans for the intersection. Kevin Foster offered to send Paul contact information if Paul's contacts don't work out. Chelsea Hughes also volunteered to be a member of a Transportation Committee. Kathleen Wheeler also later asked to be added to the Transportation Committee.

## Action Items

### Rules of Procedure

The Committee discussed the rules of procedure. It was agreed that the members would review the proposed rules document and meet soon to discuss and approve. Amy Medd volunteered to set up a shared Google doc that members of the Committee could comment on. Jamey mentioned that there is a slight urgency to get the rules approved soon since we may receive an application for development sometime this summer. The rules will be discussed and voted on at a meeting set for June 21st (see below).



## Terms

Next it was decided which Committee members would serve initial two-year terms and which three-year terms. The members each raised their hands in Teams, which tracks the order the hands were raised with a number. It was decided that the odd numbers would serve two years and the even numbers three.

Members serving initial two-year terms:

- Amy Medd
- Kathleen Wheeler
- Harry Berman
- Michael Tharkur
- Nadine Masone-Mort

Members serving initial three-year terms:

- Paul Mangus
- Chelsea Hughes
- Leianne Clements
- Jessica Sidar
- Julia Roberts

## Selection of Officers

The role of the Chair of the Committee was briefly discussed, as was the role of the suggested Secretary/Co-Chair. Some were particularly interested in how minority opinions would be handled. The length of the terms was also discussed. It was decided that since the officer positions and their terms would be defined in the rules of procedure and that the officers would be selected at the next meeting after the rules have been approved.

## Next Meeting Date

It was agreed that the next meeting should be held on Tuesday, June 21, 2022 at 7:30 p.m. The primary agenda items will be the rules of procedure and selection of officers.

## Other Discussion Items

### Copies of Plan

Michael Tharkur asked if it would be possible for Committee members to get a copy of the physical master plan. Don and Jamey will look into whether the Planning Department can provide the copies.

### Meeting Location

The Committee also brainstormed possible locations for physical meetings in the future. The Sandy Spring Friends Community House if available, although people typically make a small donation to defray the costs of things like air conditioning and bathroom supplies. The Committee doesn't have a budget so it is not clear this will work well. Chelsea Hughes suggested a fundraising activity of some sort. Paul Mangus offered to reach out to the Sandy Spring Museum. Chelsea asked if a meeting had to be indoors and suggested the common outdoor space at the Housing Opportunities Commission property at Sandy Spring Meadows in Sandy Spring as a location. Nadine also mentioned that the Museum has outdoor



spaces that could possibly be used. She provided Alexander Downey's phone number (301-774-0022) to contact with questions. Jessica Sidar suggested the conference room where she works at the Re/Max office in Olney. Whether future meetings are in person or virtual will be discussed at the next meeting, which is to be virtual.

## Adjourn

The meeting was adjourned at approximately 8:20 p.m.

