

AGENDA
COMMISSIONERS OF POOLESVILLE
July 17, 2023
19721 BEALL STREET
7:00 PM

*To join the meeting, go to Youtube.com. Search "Pooleville"
Click the "Filter" Icon and Click "Today"
The Town Commission Meeting will be visible.
A link is also on the Town Webpage*

The meeting starts at 7 PM. You will only be able to see the meeting once it starts.

1. **Call To Order**
2. **Pledge Of Allegiance**
3. **Commissioner Announcements/Committee Reports**
 - Jim Brown

 - Martin Radigan - Planning Commission

 - Ed Reed - Fair Access and Sustainable Pooleville

 - Sarah Paksima - Fair Access

 - Jeff Eck - Parks, Recreation and Streets
4. **Approval Of Minutes**
 - 4.I. Minutes Of June 20, 2023
5. **Public Comment**
6. **Old Business**
7. **New Business**
 - 7.I. Brightwell Bond Reduction Request

Documents:

[2.6 BOND RELEASE.PDF](#)
 - 7.II. Fishpool Impact Fee Reduction Request

Documents:

[FISHPOOL IMPACT.PDF](#)
8. **Town Manager's Report**
9. **Adjournment**
10. **To Join The Meeting. Go To Youtube.com Search "Pooleville"**

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**Public Testimony is Limited to Three Minutes
This is a tentative agenda subject to change.**



CLARK | AZAR & ASSOCIATES

July 11, 2023

100.001

Town of Poolesville
Mr. Wade Yost /Town Manager
19721 Beall Street
Poolesville, Maryland 20837

Re: Request for Bond Release in Phases 2.6 of Brightwell Crossing Subdivision

Dear Mr. Yost,

The developer of Brightwell Crossing Subdivision has requested the release or replacement of the bonds in section 2.6 for the following amounts:

- Section 2.6 - Public improvements of street trees and streetlights: This bond should be released and replaced with a 24-month maintenance bond. \$58,289.00 Bond # 4829
- Section 2.6 - Water and sewer construction: \$147,357.00 Bond # 4779. This bond should be replaced with a 24-month maintenance bond with the following values: \$73,678.50 the first year and \$36,839.25 the second year.
- Section 2.6 - Storm drain: Should be released \$39,597.30 Bond # 4798
- Section 2.6 - Grading phase: Should be released \$37194.00 Bond # 4770
- Section 2.6 – Paving: Should be released \$218,036.50 Bond # 4819

Clark | Azar & Associates (CAA) has concluded the review of the request for bond reduction in section 2.6, CAA offers the following comments:

- All values are based on bonding submittals currently held by the Town.
- As-built drawings received by this office were reviewed and found in compliance with engineering standards.
- The water sewer system was installed per plan and all test data met the requirements for this task.
- Materials used in construction followed the plan set specifications.



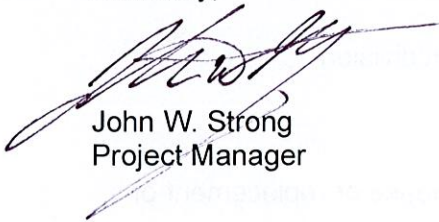
CLARK | AZAR & ASSOCIATES

In conclusion, CAA recommends the construction bond to be replaced or released to the referenced values.

This completes work within the Brightwell Crossing Subdivision.

If you have any questions, please feel free to call.

Sincerely,



John W. Strong
Project Manager

Clark | Azar & Associates, Inc.
20440 Century Boulevard, Suite 220
Germantown, MD 20874
(301) 528-2010
www.clarkazar.com

Memorandum

To: Commissioners of Poolesville
From: D. Wade Yost, Town Manager
RE: Fishpool Impact Fee Reduction Request

July 14, 2023

The information below was presented to and discussed by the Planning Commission on July 12, 2023. After a discussion, the Planning Commission unanimously voted to reduce the Fishpool Impact Fee from the single-family fee to the Townhome fee, with a limit on the square footage not to exceed 2,000 sqft, and to match percentage reduction that Montgomery County may give.

After a discussion with Attorney Gullo, he was good with townhouse fee and tying it to square footage, not comfortable with matching the County and stated that there needs to be a rationale nexus tied to any reductions.

PLANNING MEMO

The purpose of this agenda item is for the Planning Commission to consider a recommendation to the Commissioners on whether to support an Impact Fee reduction, from a single-family home to a townhome fee, and with what assurances. While the Commissioners do have full authority over this matter, the Planning Commission has spent multiple hours designing and deliberating over this project and should have an opportunity to weigh in.

Now that the Fishpool Preliminary Plan is fully approved (conditions were signed off on), they are looking to sign a developer to the project. In doing so, they are working out the final details, Public Improvement Agreement and Impact Fees.

Mr. Willard is lobbying Montgomery County for a lower Impact fee. He also made a similar request to the Commissioners last year. At that time, the Commissioners suggested that he work with the County first and then return.

Mr. Willard has returned and has run into a few roadblocks with the County. For him to make a successful pitch, he is requesting the Town to consider taking the lead role. If the Town wants to see this project as designed happen, he is seeking a reduction to the townhouse fee level along with a letter of support for the project, why it is an important project for Poolesville, and support for a reduced Montgomery County fee reduction.

How the project meets many of the Town's goals.

- Provide an infill, small scale community in the center of Town.
- Develops a segment of the Fisher Avenue Streetscape Plan
- Provides growth in a priority area as identified in the Comprehensive Plan.
- Creates housing stock diversity. (Under 2,000 sqft)
- Single level living offered and first floor master's in most models.
- More affordable for elderly, workforce, or first-time buyers.

Additional Information

1. Poolesville has 2 levels of Impact fees: one for single family homes and the other for townhomes.
 - Single Family = \$13,634
 - Townhome = \$9,189.68 (Usually sized 1,600 – 2,000 sqft)
2. The County Impact fee for single family is around \$50,000 and lower for townhomes and even lower rates for priority infill locations.
3. The townhome rate was adopted after a water/sewer study provided data that smaller scale homes use significantly less water/sewer. (All the fees collected on this project go to water/sewer infrastructure projects)
4. If consideration is given to reduce the fee to the townhome rate, the PIA should include a clause that the project would only construct homes under 2,000 sqft.
5. Currently, there is nothing to ensure that homes less than 2,000 sqft.