



TOWN OF  
**Poolesville**  
MARYLAND

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March 23, 2017

Chuck Ellison  
Miller and Smith  
8401 Greensboro Drive  
Suite 450  
Mclean, VA 22102

RE: Willshire Concept Plan Review

Mr. Ellison,

It is understood, and the Planning Commission appreciates, that Miller & Smith seeks Village Overlay Zone approval for the Willshire Concept plan. Outstanding are board member and citizen's concerns about the degree of density, and inclusion of townhomes in the current plan.

The Village Overlay Zone reflects the Town's desire to create a Village Concept that is visually appealing, incorporates buildings of the right style, size, density and scale, and encourages personal interaction and pedestrian movement along Poolesville streets and byways. As such, applicants must adhere to the visions and requirements of the Village Overlay Design document, the Poolesville Master Plan, and the Planning Commission's concept plan review recommendations, such as those contained in this memorandum. Accordingly, architectural design and material selection shall be in accordance with the Village Overlay Zone requirements.

**Fisher Avenue Frontage**

- Provide 40' right-of-way from centerline
- Add turn lane and align with Whalen Commons set-back/curb line
- Front building restriction line should be increased to the Overlay Maximum of 25'
- Side line setbacks should be increased to the standard 10'
- All homes fronting Fisher Avenue shall face Fisher Avenue and have rear load garages
- Utility lines shall be placed underground

**Fyffe Road Frontage**

- Front building restriction line should be increased to the Overlay Maximum of 25'
- Side line setbacks should be increased to the standard 10'
- All homes along Fyffe Road must face Fyffe Road and have rear load garages

**Parkland Dedication**

- Must comply with Poolesville Subdivision regulations, Section 29. A.4, which requires a 10% dedication of usable recreational parkland

- Parkland dedication shall be in the full amount required by Town Code, and concentrated in areas adjacent to the John Poole House, and, if appropriate, the Fyffe Road and/or Glass Way frontage
- Parkland shall be aggregated into whole tracts that are usable to the community at large, not minimized and diluted among Willshire parcels
- Parkland shall not be intermingled with storm water facilities nor forestation areas
- Developer to construct tot lot(s), the location and nature of which, will be determined and approved by the Poolesville Parks Board

### **Pedestrian Greenways/Walkways**

- It is preferable to retain the Greenway<sup>1</sup> that aligns roughly from Beall Street to the John Poole House property contained in the current plan
- Such Greenway should be seen in combination with the open spaces created at the John Poole House, Glass Way frontage, and Whalen Commons frontage areas as maximizing the visual and actual impact of open spaces to meld Willshire with adjacent properties

### **Historic Medley District/John Poole House**

- Miller & Smith is to report back to the Planning Commission on the results of discussions with HMD representatives concerning mutual and joint agreement on land use (including parking and Fisher Avenue access), parkland dedication, development of a shared “greenway” melding the Willshire and John Poole House properties together, and revitalization of, and upgrades to, the John Poole arboretum
- Such efforts should strive to ensure the John Poole House property gets maximum visual attention from Fisher Avenue frontage, both at the corner of Fisher Avenue and Norris Road, and along the current access road from the intersection of Rts 107 & 109
- Direct road access from Fisher Avenue to the John Poole House needs to be established
- Town may consider partial Fee-in-Lieu for revitalization of and upgrades to arboretum

### **Parking**

- Increase available parking to a number to be determined by the Planning Commission upon receiving advice from suitable experts
- Facilitate/Construct additional parking to accommodate visitors to the John Poole House property, as determined by discussions with HMD representatives and Poolesville Parks Board, and that provides direct access to that facility

### **Townhomes**

- If townhomes are to be included, reduce number by at least 25-30%
- Relocate toward the rear of the property (but not adjacent to surrounding properties) to minimize visibility from Fisher Avenue

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<sup>1</sup> We consider Greenway’s as dual use pathways for pedestrians and bicyclists that include wider than normal sidewalks, higher numbers of trees and plantings, lights, benches, and that provide areas for pedestrian interaction.

- Report back to Planning Commission with townhome options (including a mix of 2 story and 3 story) that Miller & Smith has experience building
- Provide 3D, to scale, renderings to illustrate the dynamics of alternating elevations relative to surrounding homes and adjacent properties

### **Roadways and Alleyways**

- Roads shall be a minimum of 24' and include 8' parking bump outs
- Alleyways shall conform to a minimum of 20' paving
- All entrance and turning radius must be able to accommodate a fire department ladder truck
- Provide road connection to Glass Way
- Glass Way to be designed to prevent direct access to Fisher Avenue (No easy cut through)
- Traffic calming options may be required for the TAMA subdivision.

### **Forest Conservation**

- Increase onsite conservation particularly near existing homes to create a buffer.
- Developer may request offsite mitigation if needed.

### **Variances (Must be requested)/Miscellaneous**

- Some homes shown exceed the maximum floor area
- Developer should request variance for "0" lot line and square footage for townhomes
- Resolution of garage sizes and setbacks under discussion
- Single family option for Senior Model to be included
- Work with Planning Commission to establish guidelines for alternating roof lines and architectural features, such as dormers
- Ensure Montgomery County storm water management and mitigation requirements are met to maximize recharge and minimize run-off to adjacent properties

It is requested that Miller & Smith report back to the Planning Commission concerning their meeting(s) with representatives of the HMD, and to discuss optional townhome designs, as bolded above.

As with other high density subdivisions (townhomes) a Home Owners Association is mandatory for Willshire to avoid costs of maintenance to the Town. Such HOA must be in perpetuity.

Each unit will be required to pay a connection fee (2017 rate) that is \$12,117 (Single Family) and \$8,165 (townhome), which will be allocated into paying down the sewer repair debt service.

Sincerely,

Calvin Sneed, Chairman  
Poolesville Planning Commission